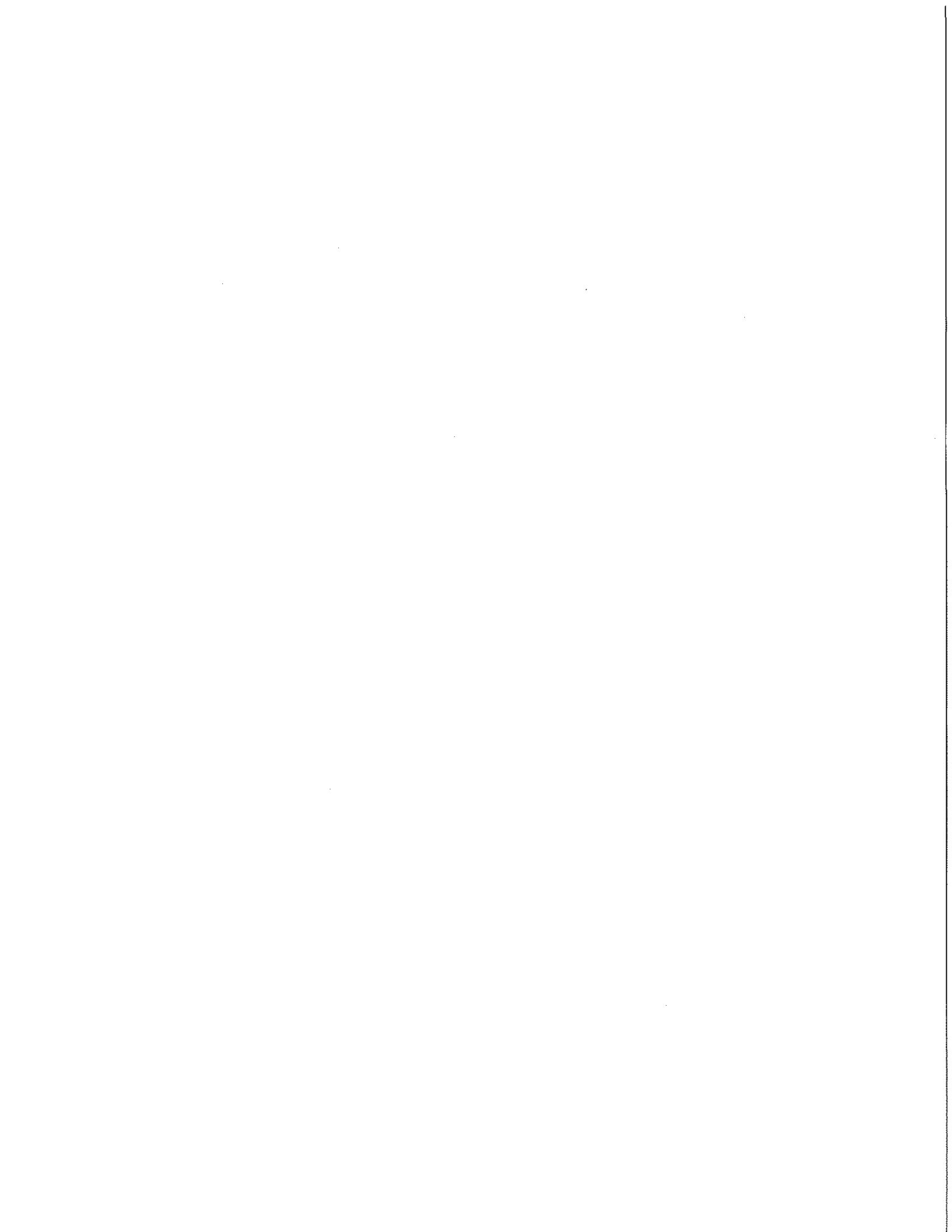


**7. TRANSPAC CCTA Representative Reports: Reports on the most recent CCTA Administration and Projects Committee (Member Pierce), Planning Committee (Member Durant), and CCTA meetings (Members Pierce and Durant)**

**Attachments:**

- Items approved by the Authority on December 21, 2011 and January 18, 2012 for Circulation to the Regional Transportation Planning Committees (RTPCs), and items of interest
- January 18, 2012 CCTA Executive Director's Report
- December 21, 2011 CCTA meeting minutes





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David Durant,  
Chair

Don Tatzin,  
Vice Chair

Janet Abelson

Genevieve Calloway

Jim Frazier

Federal Glover

Dave Hudson

Karen Mitchoff

Julie Pierce

Karen Stepper

Robert Taylor

Randell H. Iwasaki,  
Executive Director

## MEMORANDUM

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

From: Randell H. Iwasaki, Executive Director *FOR: Randell Iwasaki*

Date: December 23, 2011

Re: Items approved by the Authority on December 21, 2011, for circulation to the Regional Transportation Planning Committees (RTPCs), and items of interest

At its December 21, 2011 meeting, the Authority discussed the following items, which may be of interest to the Regional Transportation Planning Committees:

1. **Draft 2011 Measure C Strategic Plan.** *The 2011 Measure C Strategic Plan, which was presented to the APC for review and comment in December, is proposed for adoption at the January Authority meeting.*
2. **Preliminary Review of the Calendar Year 2010 & 2011 Measure J Growth Management Program (GMP) Biennial Compliance Checklist.** *The next GMP compliance reporting period will cover Calendar Years (CY) 2010 & 2011. It will be the first Checklist that pertains entirely to the Measure J GMP. The full Measure J Checklist will be released to local jurisdictions in early 2012. The Authority approved continued review by the Growth Management Program Task Force and the Citizen's Advisory Committee.*
3. **Applications Received through the CC-TLC and PBTF Call for Projects.** *In September, the Authority released a call for projects for the Measure J Transportation for Livable Communities (CC-TLC) and Pedestrian, Bicycle and Trail Facilities (PBTF) programs. In response, sponsors submitted 22 applications for the CC-TLC program requesting about \$16.6 million in funding and 14 applications for PBTF program requesting about \$8 million in funding. Requests for the CC-TLC program exceed expected funds by about \$1.7 million*

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*and requests for the PBTF program exceed expected funds by about \$4.0 million.*

4. **Approval to Issue the Annual Urban Limit Line (ULL) Policy Advisory Letter.** *The Authority approved the draft ULL policy advisory letter for distribution to all jurisdictions in accordance with Authority policy, which requires that all local jurisdictions be advised annually in writing of the requirements for compliance with the Measure J ULL.*
  
5. **2013 Regional Transportation Plan (RTP) Update – Proposed Revision to the Project Lists.**

**RTP Project Evaluation Results.** *Staff presented the results of MTC evaluation of projects submitted in response to the RTP Call for Projects. Projects that are not “committed” were subject to this project-level evaluation. The analysis is a factor in determining which projects are included in the financially-constrained element of the RTP.*

**RTP – Proposed Revision to the Financially-Constrained Project List Based on MTC’s Revised Fund Estimate.** *Now that Contra Costa’s funding share has been released by MTC, there is approximately \$509 million in additional funding mainly from sales tax revenues expected from a potential renewal of Measure J in 2034. The Authority approved Resolution 11-51-G, moving 11 projects from the “vision” list to the “financially-constrained” list, for inclusion in the Draft 2013 RTP. Resolution 11-51-G.*

6. **SB 375/SCS Implementation Guide.** *MTC /ABAG have completed an evaluation of five alternative SCS scenarios. Authority staff is available to present the results of this analysis to the RTPCs. Please contact Diane Bodon at 925-256-4720/dbodon@ccta.net to schedule a presentation.*



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## MEMORANDUM

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

From: *RE for:*  
 Randell H. Iwasaki, Executive Director

Date: January 19, 2012

Re: Items approved by the Authority on January 18, 2012, for circulation to the Regional Transportation Planning Committees (RTPCs), and Items of Interest

At its January 18, 2012 meeting, the Authority discussed the following items, which may be of interest to the Regional Transportation Planning Committees:

1. **Final 2011 Measure C Strategic Plan.** The draft 2011 *Measure J Strategic Plan* was presented at the December Authority meeting for review and comment. Staff recommends approval of the 2011 Measure C Strategic Plan. *The Authority approved Resolution 12-02-P, adopting the 2011 Measure C Strategic Plan.*
2. **Approval to Distribute the Final Measure J Calendar Year (CY) 2010 & 2011 Growth Management Program (GMP) Compliance Checklist for Allocation of Fiscal Year (FY) 2011-12 and 2012-13 Local Street Maintenance and Improvement Funds.** Staff has prepared the final Measure J CY 2010 & 2011 GMP Checklist for release to local jurisdictions in January 2012. Jurisdictions will have until June 30, 2013 to submit the checklist, which covers payment of Measure J Local Street Maintenance and Improvement (LSM) Funds for FY 2011-12 after July 1, 2012, and subsequent-year payment on the anniversary of the first payment. *The Authority approved distribution of the CY 2010 & 2011 GMP Checklist to local jurisdictions.*
3. **Release Call for Projects for the Cycle 3 Lifeline Transportation Program (LTP).** The Metropolitan Transportation Commission (MTC) has released guidelines

- for the Cycle 3 LTP. The purpose of the LTP is to fund projects that result in improved mobility for low-income residents of Contra Costa. A total of approximately \$5.5 million is expected to be available to Contra Costa through MTC from a variety of federal and State funding sources over a three year funding cycle from FY 2010-11 through FY 2012-13. The program is proposed to be conducted in a method similar to the second cycle. *The Authority authorized the release of the Contra Costa LTP Call for Projects on January 19<sup>th</sup>, approved the new proposed project ranking criteria and weighting of each criterion, and directed staff to work with the transit operators to develop a target range of funding by geographic sub-area for STA funding distribution.*
4. **Request from Bay Area Air Quality Management District (BAAQMD) for Program Manager Transportation Fund for Clean Air (TFCA) Support of Drayage Truck Program.** Authority Staff have reviewed a request from BAAQMD staff for CMA funding support from county 40 percent TFCA funds to offset the cost of drayage truck replacement in order to bring drayage trucks into compliance with California Air Resources Board (CARB) regulations. *The Authority directed staff to work with the Regional Transportation Planning Committees to consider funding for the drayage truck program with TFCA funds either on a sub-regional or countywide basis, and identify and consider other appropriate funding sources that could be used for the drayage truck program.*
  5. **Measure J Status Update.** It is anticipated that the 86% of Measure J revenues set aside for capital projects will be encumbered under contract by 2015, well before the expiration of Measure J in 2034. Furthermore, most of Measure J marquee projects will be completed by then. Staff provided the Authority with a status update on the Measure J *Program of Projects* and initiated the discussion on potential renewal of Measure J. *As follow-up to this discussion, staff will move forward with preliminary polling, in conjunction with the private sector, aimed at determining the potential for support for a sales tax extension.*
  6. **Approval of Letter to MTC Recommending Inclusion of Projects in the 2013 RTP.** MTC recently completed an analysis of major roadway and transit projects submitted by the CMAs for inclusion in the 2013 Regional Transportation Plan. The analysis indicated that certain projects which the Authority submitted to MTC in December 2011, had a high benefit/cost ratio, and were effective in reducing Greenhouse Gas emissions. When evaluated using other evaluation targets, however, such as housing, health, and open space preservation, those projects received a low score. MTC staff has requested that the CMAs make a "compelling argument" for inclusion of the low-scoring project in the 2013 RTP. *The Authority approved a letter to MTC*

January 19, 2012

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*making a compelling argument for inclusion of the SR 239 and Pacheco Boulevard widening projects in the 2013 RTP.*

- 7. SB375/SCS Implementation Update.** *Authority staff is looking closely at three of five alternative Sustainable Community Strategy (SCS) scenarios evaluated by MTC/ABAG, and believe that the constrained Options 3, 4, and 5 have a reasonable forecast for the Bay Area as a whole and for Contra Costa. Staff is looking at the distribution of land-use among these three alternatives, and the Authority's website now features tools which allow for use in comparing each of the three alternatives against a base case of current regional plans. A series of presentations to the Regional Transportation Planning Committees has also been planned. To access the SCS land use information go to:*
- <http://www.ccta.net/EN/main/planning/370/landuse.html>*



**EXECUTIVE DIRECTOR'S REPORT**  
**January 18, 2011**

**East Bay EDA Strategic Planning Workshop: December 5, 2011**

The East Bay Economic Development Alliance held a workshop in Concord to gather stakeholders to develop a regional action plan for implementing recommendations made in their recently released "Building On Our Assets: Economic Development & Job Creation in the East Bay" report. An invitation was extended by Supervisory Mary Nejedly Piepho, and Matt Kelly attended in order to represent CCTA and was asked to participate on the Land Use and Infrastructure breakout group. The group brainstormed several potential initiatives for the EDA to pursue, including the passage of transportation sales tax extensions in Contra Costa and Alameda Counties, a regional gas tax, and developing a regional "best practices" guide on permitting and zoning.

**Electric Vehicle (EV) Outreach Meeting: December 12, 2011**

We hosted an EV-readiness event sponsored by ABAG, the Bay Area Climate Collaborative, EV Communities Alliance, and others to reach out to stakeholders in an effort to accelerate the deployment of zero-emission vehicles (ZEVs). The workshop discussed community policies, actions and incentives for EV readiness, including sample development regulations and guidance, installation of residential chargers, and streamlining the installation of public charging stations. To receive credits for Greenhouse Gas emissions reductions, ABAG is supporting programs that could result in accelerated deployment of ZEVs in the Bay Area.

**California Transportation Meeting: December 14 – 15, 2011**

Ross Chittenden and I attended the CTC meeting in Riverside California. The CTC took an action to program the CMIA savings of approximately \$8 million to the Sand Creek Interchange and Freeway conversion project as promised and approved the SR 4 Bypass Environmental Impact Report for future CTC funding and for the proposed transfer and relinquishment scheduled for January 2012. The CTC also asked for an update for the remaining 34 projects that have CMIA funding. Of the 34, our two projects were given a low risk rating by CTC staff. There are several projects that are high risk and the CTC will be looking for projects that are ready to go to construction early next year.

**Norris Canyon Ramp Project Update: December 16, 2011**

At Iris Obregon's request, Susan Miller and I gave an update on the Norris Canyon on and off ramp project. There has been some interest by the press due to concerns expressed by a few citizens that live in the immediate vicinity of the Norris Canyon overcrossing in San Ramon.

**Cal Poly Research Program Meeting: December 19, 2011**

At the Dean's Advisory Council meeting, Dean Larson expressed an interest in developing a research program using their grad students. A few years ago, I helped to set up a research



program for Cal Poly and Caltrans. The connection between Cal Poly professors and Caltrans has not been as strong as in the past. The research program helps to develop the next generation of transportation staff and leaders. I set up a meeting with Cal Poly's Civil Engineering Chair Rakesh Goel, Cal Poly's Professors Anurag Pande and Ashraf Rahim, UC Berkeley PATH Program co-directors Tom West and Professor Roberto Horowitz, and Coco Briseno, Acting Research and Innovation Division Chief. Coco outlined the next few years of funding opportunities for both Universities. Caltrans will be setting up future meetings to strengthen their relationship with Cal Poly.

**Norris Canyon Ramp Project Update: December 27, 2011**

At CCTA Commissioner Karen Stepper's request, Ross Chittenden and I gave a review of the Norris Canyon on and off ramp project. As mentioned above, there has been some interest in this project. Mayor Stepper was asked by some of the concerned citizens to give them an update for the Norris Canyon project.

**Caldecott Tunnel Tour: December 29, 2011**

Suzanne Smith, Executive Director of the Sonoma County Transportation Authority, Tim Smith, former Sonoma County Supervisor, Commissioner Julie Pierce and Stephen Pierce, Hossein Rostam, Caltrans, and Ron Brown, Save Mount Diablo toured the Caldecott Fourth Bore construction project.

**Norris Canyon Ramp Project Meeting: January 3, 2012**

Susan Miller and Ross Chittenden met with two members of a group named Coalition Opposed to Norris Canyon Off Ramps (CONCOR). On December 14<sup>th</sup>, the group requested a meeting via email and appeared at the Authority meeting on December 21<sup>st</sup> to reiterate the meeting request. Susan and Ross listened to the group's concerns and discussed other comments received from the public. Staff informed the group that as a result of this public input, we have decided to prepare a full Environmental Impact Report (EIR) for the project. The two representatives felt doing a full EIR was the correct approach to assess the level of potential impacts. Staff also assured them that future public updates would be set up to keep the public apprised of the progress for the environmental process.

**Avego Managing Director, Sean O'Sullivan: January 5, 2012**

Commissioners Calloway, Pierce and Tatzin and MTC Vice Chair Amy Worth, along with various oversight committee members and staff met with Avego staff including Sean O'Sullivan. Mr. O'Sullivan gave the group a very enlightening presentation outlining several of Avego's ongoing projects. Avego staff answered many questions about how Avego plans to deploy the pilot program in Contra Costa. Martin Engelmann provided the leadership to get the meeting set up.

***Out of State Travel – Prior Reporting Period***

As reported in December, Chair David Durant, Vice Chair Don Tatzin, Ross Chittenden, Arielle Bourgart, and I traveled on November 16-18, 2011 to Washington DC regarding CCTA's Federal Engagement Program. Total cost of the trip previously reported did not include expenses for one party and estimated expenses for another. The revised total cost of the trip including travel, lodging, and meals was \$4,268.18.



*Authority Board Meeting* **MINUTES**

**MEETING DATE:** December 21, 2011

**MEMBERS PRESENT:** Janet Abelson, Genoveva Calloway, David Durant, Jim Frazier, Federal Glover, Dave Hudson, Karen Mitchoff, Julie Pierce, Karen Stepper, Don Tatzin, Robert Taylor  
 Joel Keller (Ex-Officio)

**STAFF PRESENT:** Randell Iwasaki, Amin AbuAmara, Brad Beck, Arielle Bourgart, Randall Carlton, Ross Chittenden, Erick Cheung, Peter Engel, Martin Engelmann, Jack Hall, Matt Kelly, Hisham Noeimi, Mala Subramanian (Authority Counsel), Danice Rosenbohm (Executive Secretary)

**MINUTES PREPARED BY:** Danice Rosenbohm

- A. CONVENE MEETING:** *Vice Chair Tatzin* convened the meeting at 6:01 p.m. (*Commissioner Durant* had not yet arrived.)
- B. PLEDGE OF ALLEGIANCE:**
- C. PUBLIC COMMENT:** Members of the public are invited to address the Authority regarding any item that is not listed on the agenda. Please complete one of the speaker cards in advance of the meeting and hand it to a member of the staff.

Andrew Weiss, representing the Coalition Opposed to Norris Canyon Off Ramps (CONCOR), read a message requesting a meeting to discuss the group's concerns about the I-680/Norris Canyon on and off-ramps proposal. The message was distributed as a meeting handout.

*Vice Chair Tatzin* noted that Mr. Weiss' comments were related to Agenda Item 5.1, Correspondence.

- 1.0 APPROVAL OF MINUTES:** Authority Minutes of November 16, 2011.

**ACTION:** *Commissioner Stepper* moved to approve the Minutes of November 16, 2011 as revised, seconded by *Commissioner Hudson*. The motion passed 8-0-1, with *Commissioner Frazier* abstaining. (*Commissioners Durant* and *Glover* had not yet arrived.)

A correction to the draft Minutes of November 16, 2011 was distributed as a meeting handout, clarifying that the vote which was taken to move Agenda Item 4.B.4 to part of Item D passed unanimously 9-0, prior to Chair Durant's arrival.

*Commissioner Pierce* suggested that staff revert to the former practice of identifying the Ex-Officio Representatives separately in the Minutes (as they are non-voting Authority members), to eliminate the potential for any confusion about their inclusion in votes taken on agenda items.

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

*ACTION: Commissioner Taylor* moved to approve the Consent Calendar, seconded by *Commissioner Pierce*. Because the Consent Calendar included an item which procedurally requires a roll call vote, a roll call vote was taken and the motion passed unanimously, 9-0. (*Commissioners Durant and Glover* had not yet arrived.)

**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 October 2011.** This report provides detail of invoices paid by vendor. Staff Contact: Randall Carlton
- 2.A.3 Monthly Cash and Investment Report for October 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 State Route 242/Clayton Road Ramps Projects (Projects 6002/6004) – Authorization to Execute Cooperative Agreement No. 90.11.17 with Caltrans for Project Initiation Document Oversight Reimbursement.** Staff seeks authorization for the Chair to execute Cooperative Agreement No. 90.11.17 with Caltrans for oversight of the Project Study Report/Project Development Support document in an amount not-to-exceed \$147,000. **Cooperative Agreement No. 90.11.17.** Staff Contact: Susan Miller
- 2.A.6 State Route 4 Widening Project – Somersville Road to SR160 (Project 1407/3001) – Hillcrest Avenue to SR160, Segment 3B – Authorization to Execute Agreement No. 330 with S&C Engineers, Inc. for Contract Administration and Construction Management Services.** Staff seeks

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authorization for the Chair to execute Agreement No. 330 with S&C Engineers, Inc. for construction administration and management services in an amount not-to-exceed \$290,000. Staff Contact: Susan Miller

- 2.A.7 State Route 4 Widening – Somersville Road to SR160 (Project 1407/3001) – Amendment No. 1 to Agreements No. 282 & 301 with PG&E for Utility Relocation.** Staff seeks authorization for the Chair to execute Amendment No. 1 to Agreement No. 282 in the amount of \$975,670 and Amendment No. 1 to Agreement No. 301 in the amount of and \$261,420, to cover actual utility relocation work performed for Segments 2 and 3A, respectively. Staff Contact: Susan Miller
- 2.A.8 State Route 4 Widening – Railroad Avenue to Loveridge Road – Contingency Funds for Mainline Landscaping Construction Contract No. 241 (Project 1405).** Staff requests authorization to increase the Contingency Funds for Landscaping Construction Contract No. 241 in the amount of \$335,000 for tree removal activities in advance of freeway construction at the SR4/Lone Tree Way/A Street Interchange (SR4 Segment 3A) and a small area east of Hillcrest Avenue adjacent to the planned eBART maintenance facilities within SR4 Segment 3B. Resolution 09-53-P, Rev. 4. Staff Contact: Susan Miller.
- 2.A.9 City of Richmond – Marina Bay Parkway Grade Separation (Project 9003). Request for Appropriation of Measure J Funds for Construction and Construction Management.** The City of Richmond is requesting an appropriation of \$9,100,000 in Measure J funds for Construction and Construction Management. Staff recommends approval of the appropriation request. Resolution 11-50-P. Staff Contact: Jack Hall
- 2.A.11 Authority Administrative Code Revision Allowing Ex-Officio Bus Operator Representative to Be a Non-Elected Official.** At the request of the Bus Transit Coordinating Committee and APC in November, staff has prepared a revision to the Authority Administrative Code that would allow the bus operator appointing the ex-officio representative to the Authority Board to request that the appointee be a non-elected official on a case by case basis. **Ordinance 11-02, Resolution 91-11-A, Rev. 2.** Staff Contact: Peter Engel
- 2.A.12 Draft 2011 Measure C Strategic Plan.** At the December APC meeting, staff presented the 2011 Measure C *Strategic Plan* for review and comment. The final plan is proposed for adoption at the January Authority meeting. Staff contact: Hisham Noeimi
- 2.1 NEW ITEM: State Route 4 Widening – Bailey Road to Railroad Avenue (Project 1403). Amendment No. 7 to Cooperative Agreement No. 90.14.03 with Caltrans.** Staff requests approval for the Chair to execute Amendment No. 7 to the agreement to extend the term through December 31, 2012 for the

completion of the right-of-way transfer to Caltrans. No additional funds are involved. Staff Contact: Susan Miller

- 2.2 NEW ITEM: State Route 4 Widening – Railroad Avenue to Loveridge Road (Project 1405). Amendment No. 3 to Cooperative Agreement No. 90.14.09 with Caltrans.** Staff requests approval for the Chair to execute Amendment No. 3 to the agreement to extend the term through December 31, 2012 for the completion of the right-of-way transfer to Caltrans. No additional funds are involved. Staff Contact: Susan Miller
- 2.B Planning Committee:**
- 2.B.1. Proposed Action to Various Funding Resolutions.** Consistent with Authority policy, appropriation resolutions may be modified to extend their expiration date or be terminated if the activity that was funded has been completed. Recommended changes are summarized. Staff Contact: Martin Engelmann
- 2.B.2 Approval of FY 2011-12 Measure J Allocation for the West County Additional Bus Service Enhancements Program (Sub-Regional Program 19b).** The 2009 Measure J Strategic Plan establishes the West County Additional Bus Service Enhancements Program (Program 19b) at 2.16% of sales tax revenues. As a sub-regional program the funds are programmed by WCCTAC. At its December 9, 2011 meeting WCCTAC will take action on programming the funds to AC Transit and WestCAT. **Resolution 11-52-G.** Staff Contact: Peter Engel
- 2.B.3 Approval of Cooperative Agreement 12C.02 and Funding Resolutions 11-43-G and 11-44-G for City of Martinez CC-TLC Projects.** On June 9, 2011, TRANSPAC approved the use of \$305,000 of its subregional share of CC-TLC funds for the Shell Avenue Pedestrian/Bicycle Improvement Project and \$75,000 of those funds for the Alhambra Valley Road Sidewalk Gap Closure Project. Both projects are in the City of Martinez. The first project would add curb, gutter and sidewalk along Shell Avenue west from Pine Street. The second would install 600 feet of 5-foot wide sidewalk behind an existing curb along John Swett Elementary School frontage. Staff Contact: Brad Beck. **Cooperative 12C.02 and Resolutions 11-43-G & 11-44-G**
- 2.B.4 Cycle 3 Lifeline Transportation Program Update.** The Metropolitan Transportation Commission (MTC) has released draft guidelines for the Cycle 3 Lifeline Transportation Program (LTP). The LTP provides funding to transportation projects that serve MTC - Defined Communities of Concern. Staff

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will update the Planning Committee on recent changes to the guidelines and schedule as well as changes in program funding. Staff Contact: Peter Engel

**2.B.6 Preliminary Review of the Calendar Year 2010 & 2011 Measure J Growth Management Program (GMP) Biennial Compliance Checklist.** The next GMP compliance reporting period will cover Calendar Years (CY) 2010 & 2011. It will be the first Checklist that pertains entirely to the Measure J GMP. The full Measure J Checklist will be released to local jurisdictions in early 2012. Staff recommends that the Planning Committee delegate the detailed discussion of the Measure J Checklist to the Growth Management Program Task Force. Concurrently, the Authority's Citizen's Advisory Committee is also reviewing the Checklist. Staff Contact: Martin Engelmann

**2.B.8 Applications Received through the CC-TLC and PBTF Call for Projects.** In September, the Authority released a call for projects for the Measure J Transportation for Livable Communities (CC-TLC) and Pedestrian, Bicycle and Trail Facilities (PBTF) programs. In response, sponsors submitted 22 applications for the CC-TLC program requesting about \$16.6 million in funding and 14 applications for PBTF program requesting about \$8 million in funding. Requests for the CC-TLC program exceed expected funds by about \$1.7 million and requests for the PBTF program exceed expected funds by about \$4.0 million. Staff Contact: Brad Beck

#### End of Consent Calendar

**3.0 MAJOR DISCUSSION ITEMS:** *None*

**4.0 REGULAR AGENDA ITEMS:**

*Commissioner Glover arrived at 6:07 p.m.*

**4.A Administration & Projects Committee:**

**4.A.10 Legislation: Approval of Proposed 'Contra Costa Transportation Authority 2012 State Legislative Program.'** Each year the Authority approves a State Legislative Program to serve as guidance to staff and to the Authority's Sacramento advocates, as they represent the agency in discussions and deliberations regarding transportation policy and proposed legislation. The Program, developed by staff in conjunction with Smith, Watts & Martinez, incorporates statements of general objectives with respect to the State budget, transportation finance, project delivery, regional governance and roadway safety, as well as some specific legislative proposals in these areas. The Authority

*Authority Board Meeting MINUTES**December 21, 2011**Page 6 of 15*

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may act on this or any items pertaining to the Authority's Legislative Program.  
Staff Contact: Arielle Bourgart.

*ACTION: Commissioner Mitchoff* moved to accept the legislative report with the correction as noted, and requested that staff closely monitor and report on any proposed legislation related to regional governance, seconded by *Commissioner Pierce*. The motion passed unanimously, 10-0. (*Commissioner Durant* had not yet arrived.)

*DISCUSSION: Arielle Bourgart*, Director of Government and Community Relations, provided a summary of the Authority's State Legislative Program for 2012. She said that the program was intended to focus efforts on the legislative and policy fronts in the upcoming year, by providing general policy guidelines in areas relating to the Authority's mission and objectives, as well as concept statements intended to serve as the basis for potential legislation. Ms. Bourgart stated that that the program would also serve as a tool for communicating the Authority's legislative and policy priorities at the state level.

Ms. Bourgart stated that staff would be watching closely for money from existing and new sources, and funding opportunities for the Authority or local agencies that might become available as a result of new legislation. She said that the Authority should also consider supporting any effort to place a constitutional amendment on the ballot to lower the voter threshold for local transportation sales taxes, ensuring that proposed solutions don't negatively affect transportation funding by undoing the stability afforded by last year's tax swap and related legislation. Ms. Bourgart said that the Authority should also make an effort to ensure that infrastructure bonds are issued on a timely basis and that the Authority's allocation requests to the CTC are approved.

Ms. Bourgart said that should the Authority decide to put a measure on the ballot to increase or extend Contra Costa's transportation sales tax, it would need State legislation to ensure there is capacity to do so under the law. She said that staff also proposes to pursue legislation that would ensure that fuel tax revenues continue to be made available to Caltrans and local agencies in years where the budget is delayed.

Ms. Bourgart stated that the Authority should continue to seek and support measures that enable the Authority to take the lead in project development and construction management, to engage in public-private partnerships, design-build arrangements and other innovative contracting methods that enhance and expedite project delivery, and to use local money to advance project schedules.

Ms. Bourgart noted that staff was working with Assembly Member Susan Bonilla to develop legislation that would allow local agencies to designate double-fine zones on local roadways, subject to specified criteria.

Ms. Bourgart stated that the Administration and Projects Committee recommended approval of the State Legislative Program as outlined, and introduced Mark Watts from Smith, Watts & Martinez, the Authority's legislative advocate.

*Commissioner Hudson* asked who authored SB 1308. Mr. Watts responded that Assemblymember Miller from Southern California was asked to carry the bill which was held up in Appropriations, but that there may not be a need for the legislation after all.

*Commissioner Hudson* asked for clarification of a typographical error contained in the first paragraph on page 4.A.10-3, which should have indicated that non-compliance with Proposition 26 could have stripped the *state* of the swap authority, without restoring the Proposition 42 revenues.

Ms. Bourgart also reported that she would provide a comprehensive presentation to the Authority on the status of the federal reauthorization bill as the legislation evolves.

*Commissioner Hudson* said that it was important to consider the relationship between the COG and the MPO in SB 375, and suggested that staff make the connection between the legislation and implementation of the Sustainable Communities Strategy. Arielle Bourgart commented that there was significant discussion of the subject at a recent CalCOG meeting.

**4.A.13 Fiscal Audit, Management Letter and Single Audit for the Year Ended June 30, 2011.** The purpose of the Fiscal Audit (including the Independent Auditor's Report and the General Purpose Financial Statements, Management Letter and Single Audit) is to provide an independent assessment that the Authority's financial statements accurately portray financial activities occurring during the year, based on generally accepted accounting principles. The independent auditors, Macias, Gini & O'Connell LLP, will provide a brief overview of the statements.

**ACTION:** *Commissioner Pierce* moved to accept the audit, seconded by *Commissioner Frazier*. The motion passed unanimously, 11-0.



**DISCUSSION:** Randall Carlton, Chief Financial Officer, said that staff was requesting acceptance of the Fiscal Audit, Single Audit, and Report to the Authority Board for the fiscal year ended June 30, 2011, as recommended by the Administration and Projects Committee.

Mr. Carlton highlighted elements of the audit, which included the Management Discussion and Analysis, Statement of Net Assets and Statement of Activities, and Fund Financial Statements. He noted that the auditor found that the financial statements presented fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Authority and respective changes in financial position as of June 30, 2011, or a "clean opinion", which the Authority endeavors to achieve.

Mr. Carlton introduced Mr. David Bullock, a partner from Macias Gini & O'Connell LLP. Mr. Bullock said that his firm had issued an unqualified opinion for the audit which was completed on time and as scheduled. He also stated that the audit team found Authority staff to be very organized and cooperative, and that the first year audit went extremely well. Mr. Bullock noted that the Authority had successfully implemented GASB 54, a change in the way fund balances are presented and defined. He mentioned two significant audit adjustments that were disclosed in the Management Letter: (1) the timing of revenue recognition, and (2) the presentation of the interest rate swap. The letter also included less significant comments related to internal information technology controls.

*Commissioner Durant arrived at 6:15 p.m., prior to the vote on Agenda Item 4.A.13.*

#### **4.B Planning Committee**

- 4.B.5 Approval to Issue the Annual Urban Limit Line (ULL) Policy Advisory Letter.** Staff has prepared a draft ULL policy advisory letter for Authority review and approval. Adopted Authority policy requires that all local jurisdictions be advised annually in writing of the requirements for compliance with the Measure J ULL. Staff Contact: Martin Engelmann

**ACTION:** *Commissioner Tatzin* moved to approved transmittal of the letter as amended for the current year, and transmittal in subsequent years of a similar letter with appropriate modifications, seconded by *Commissioner Mitchoff*. The motion passed unanimously, 11-0.

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*DISCUSSION:* Martin Engelmann, Deputy Executive Director for Planning, said that in accordance with Measure J, in order to receive 18% Local Street Maintenance and Improvement Funds and 5% Transportation for Livable Community Funds, local jurisdictions must demonstrate compliance with the Measure J Growth Management Program.

Mr. Engelmann outlined the process described in Chapter 5 of the Authority's Growth Management *Implementation Guide*, which includes an Annual ULL Policy Advisory Letter intended to clearly communicate to local jurisdictions the Measure J ULL requirements and ensure that they receive early notification regarding any potential compliance issues.

Mr. Engelmann stated that the Authority's draft letter had been revised so that the criteria for assessing compliance tracks more precisely with the adopted policy. The revised letter was distributed as a meeting handout. Mr. Engelmann stated that following approval by the Authority, the letter would be transmitted to Contra Costa Mayors, Planning Directors, City Managers, Public Works Directors, and Planning Staff associated with the Growth Management Program.

*Commissioner Hudson* asked if the letter could be broadened to include the County's five-year review of its ULL. *Commissioner Mitchoff* said that she believed that because the subject was of significant import, it warranted its own letter.

**4.B.7 2013 Regional Transportation Plan (RTP) Update – Proposed Revision to the Project Lists.**

**4.B.7.1 RTP Project Evaluation Results.** Following the Call for Projects, MTC staff evaluated the projects submitted to determine which to include in the financially constrained element of the RTP. Projects that are not "committed" were subject to this project-level evaluation. Staff will present the results of MTC's evaluation. Staff Contact: Brad Beck.

*ACTION: None taken – information only.*

*DISCUSSION:* Brad Beck, Senior Transportation Planner, stated that in February, MTC asked each county's Congestion Management Agency to recommend a list of projects for inclusion in the 2013 Regional Transportation Plan (RTP). The Authority's list, which was submitted in May, included 176 projects divided into three categories: Committed, Financially Constrained and Vision.

Mr. Beck stated that MTC evaluated each project submitted against 11 performance targets. The larger projects — 11 in Contra Costa— were evaluated separately against these targets, while the smaller projects were evaluated as a group by project type.

Mr. Beck said that the largest projects — those that had a project cost greater than \$50 million and whose impacts could be effectively analyzed by MTC's transportation model — were also evaluated for their benefit/cost ratio. In the benefit/cost assessment, MTC estimated the benefits of each project against the costs of the construction, operation and maintenance of the project. The benefits measured included travel time savings, non-recurrent delay, collisions, air pollution, vehicle operation and ownership costs, noise, and the cost of physical inactivity. Only four projects in Contra Costa — I-680 express bus service, the I-680/4 Interchange, the completion of the SR4 Bypass and the SR 239 Expressway — were evaluated for their benefit/cost ratio. "Committed" projects were not subject to either the targets or benefit/cost analysis.

Mr. Beck said that the results of MTC's evaluation of the 11 Contra Costa projects (shown in the agenda packet on Page 4.B.7.1-5) indicated that transit projects and projects that improve traffic flow scored better on the targets while roadway projects scored better on benefit/cost.

He said that MTC and ABAG would use the project evaluation to help select projects for inclusion in the financially-constrained RTP and Sustainable Communities Strategy (SCS). Any project that scored poorly on either its benefit/cost ratio or the targets is in danger of not being included in the RTP and SCS. MTC and ABAG are scheduled to decide which projects are in during January and February along with their definition of the preferred SCS scenario.

Mr. Beck stated that MTC had identified five Contra Costa projects as having low scores on the target analysis. Two of these projects — the SR 239 Expressway and Pacheco Blvd widening — are recommended to be included in the Financially Constrained component of the 2013 RTP. He said that staff was preparing a letter for Authority action in January arguing that these two projects be included in that list.

- 4.B.7.2 RTP – Proposed Revision to the Financially-Constrained Project List Based on MTC's Revised Fund Estimate.** Now that Contra Costa's funding share has been released by MTC, there is approximately \$509 million in additional funding mainly from sales tax revenues expected from a potential renewal of Measure J in 2034. Consistent with the Authority's direction, staff recommends moving 11

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projects from the "vision" list to the "financially-constrained" list. **Resolution 11-51-G.** Staff Contact: Hisham Noeimi.

*ACTION:* Commissioner Pierce moved to approve Resolution 11-51-G, adopting the Authority's revised 2013 RTP project lists, seconded by Commissioner Stepper. The motion passed unanimously, 11-0.

*DISCUSSION:* Hisham Noeimi, Engineering Manager, stated that seven months ago staff worked with the Regional Transportation Planning Committees (RTPCs) to develop the committed, financially-constrained, and vision project lists in response to MTC's Call for Projects for the 2013 RTP.

Mr. Noeimi explained that because the 2013 RTP revenue estimate was not yet available, staff used the revenue amount from the last RTP. The Authority also agreed to use the vision list as back-up in case new fund sources became available in the 2013 RTP. Mr. Noeimi said that for the 2013 RTP, MTC assumed that Measure J, which expires in 2034, would be renewed, thereby generating another six years of sales tax revenues.

Mr. Noeimi also explained that for a project to receive state or federal funds, it must be included in the financially-constrained project list, and that projects that do not impact air quality do not need to be listed separately in the RTP. He noted that inclusion of a project in the RTP does not signify that it will be fully funded but that the project could compete for state and federal funds. Mr. Noeimi also noted that the Authority would have the opportunity to update the list when MTC updates the RTP again in 2017.

Mr. Noeimi stated that in November, the Authority's Technical Coordinating Committee recommended moving the projects listed in the agenda packet on page 4.B.7.2-6 from the vision list to the financially-constrained list, and that staff and the Planning Committee recommended approval of Resolution 11-51-G.

Commissioner Abelson asked if the 'BART Station Capacity Improvements' included on the list of projects to be moved to the financially-constrained list (page 4.B.7.2-6) was for a specific location. Mr. Noeimi responded that it was intentionally broad to allow for system-wide flexibility.

**4.B.9 SB375/SCS Implementation Update.** Staff Contact: Martin Engelmann

*ACTION: None taken – information only.*

*DISCUSSION:* Martin Engelmann, Deputy Executive Director for Planning, reviewed a PowerPoint presentation on the Bay Area Plan Scenario Results, which was included as a meeting handout.

The presentation included an overview of where we are in the Sustainable Communities Strategy (SCS) process, the five scenarios analyzed, the two transport networks, households and jobs land use forecasts, targets, policy initiatives, key takeaways and next steps.

Mr. Engelmann said that MTC and ABAG had scheduled a public workshop for January 23, 2012 at 6:00 p.m. at the Richmond Convention Center, located at 403 Civic Center Plaza, and that there were five slots were available for CMA staff and Commissioners. He said although the workshop was near capacity, Commissioners interested in attending should notify Danice Rosenbohm.

*Commissioner Hudson* said that he was troubled by Slide #6 - SB 375 Greenhouse Gas Emissions Targets, which indicates that the Air Resources Board established per capita reduction targets for passenger vehicle and light-duty truck emissions relative to a 2005 baseline *excluding vehicle or clean fuel regulations*.

*Commissioner Hudson* said that it seemed the target could not be achieved without including these measures. Martin Engelmann clarified that a significant amount of the greenhouse gas emissions target (92 percent) would be met through clean fuel and efficient vehicles.

*Commissioner Pierce* commented that the Bay Area had a chance to make a difference with a higher than expected hybrid and electric vehicle deployment.

*Commissioner Pierce* also noted that recently, along with ABAG staff, she made a presentation to the Contra Costa Council Land Use Task Force on the SCS, about which many were unfamiliar. She said that she would be making another Contra Costa Council presentation to a much larger audience in February, and that she requested that it be opened up to all elected officials as another workshop and an opportunity for feedback.

*Commissioner Abelson* asked what the next step would be if the target cannot be met. Mr. Engelmann responded that MTC would then develop an alternative plan scenario that might not necessarily be reasonable or achievable and could

require legislative action or a more aggressive pricing strategy, but it would not be adopted as part of the RTP.

*Commissioner Pierce* said that Policy Initiatives slide (Slide #10) illustrates how the goal will be met, and that she was informed by MTC and ABAG staff that the plan will work, and that the process would be done again in four years.

Randy Iwasaki said that the process was an opportunity to work with MTC to accelerate the delivery of programs, and that we should be talking about regulatory reform on the local level as well as on the federal level.

#### 5.0 CORRESPONDENCE AND COMMUNICATIONS:

An article from the Contra Costa Times, dated November 9, 2011, by Gary Richards entitled *Roadshow: New Tax May Pay for Key Improvements on Interstate 680* was distributed as a meeting handout.

*Public Comment:* In addition to previous comments made by Mr. Andrew Weiss representing CONCOR during Agenda Item C regarding the group's interest in meeting with Authority staff about the I-680/Norris Canyon on and off-ramps proposal, Mr. Weiss added that CONCOR considers the project to be a waste of money and that it will have an adverse effect on San Ramon.

*Commissioner Hudson* stated that a full environmental impact report would be done on the project, and that the Authority wanted to raise the issue to allow adequate opportunity to get the word out and receive feedback. Authority staff has scheduled a meeting with members of CONCOR on January 3, 2012. *Commissioner Hudson* said that he hoped a better project would result from these efforts.

#### 6.0 ASSOCIATED COMMITTEE REPORTS:

- 6.1 Central County (TRANSPAC): Report of November 10, 2011
- 6.2 East County (TRANSPLAN): Report of November 10, 2011
- 6.3 Southwest County (SWAT): *Meeting of December 5, 2011 canceled.*
- 6.4 West County (WCCTAC): Report of December 9, 2011

#### 7.0 COMMISSIONER AND STAFF COMMENTS:

- 7.1 Chair's Comments and Reports

*Chair Durant* wished everyone a happy and safe holiday season.

## 7.2 Commissioners' Comments and Reports

*Commissioner Taylor* thanked the Authority, Executive Director and staff for an excellent year which included numerous, innovative accomplishments.

*Commissioner Glover* said that the agency's relationship with MTC had improved over the last year with the assistance of the Executive Director, and thanked everyone for being a part of this positive change.

*Commissioner Hudson* encouraged the Authority and staff to keep an eye open for new legislation, and that early intervention could be advantageous. He also said that Alameda County was moving forward with plans to extend its sales tax, and requested that the Authority advise the Executive Director should they hear of others taking similar steps.

*Commissioner Frazier* thanked staff for a wonderful year, and the effect that it had on putting people back to work in the East Bay and East County – including 1,400 people on the State Route 4 Bypass.

*Commissioner Pierce* reported that she attended the CalCOG Winter Business Meeting on November 30<sup>th</sup>, at which a lengthy discussion about revisions to the bylaws occurred. She said that the majority believes that CalCOG cannot be an effective organization unless they can advocate for issues common to all or most.

*Chair Durant* reported that he and *Vice Chair Tatzin*, along with CCTA staff, traveled to Washington D.C. on November 16-18 to communicate Contra Costa's successes and convey the message that with more help, much more could be done. *Chair Durant* thanked Arielle Bourgart, Randy Iwasaki, Ross Chittenden, and staff from PB World for their efforts coordinating a successful and productive trip.

*Vice Chair Tatzin* said that he agreed that the trip was very good, but that the real benefits from the trip would not be known for another year or two.

## 7.3 Executive Staff Comments

Executive Director Randy Iwasaki said that it had been a great year, largely due to the Authority's support which was greatly appreciated by staff.

Mr. Iwasaki reviewed his Executive Director's report, noting that he had inadvertently omitted the East Bay Economic Development Alliance (EDA)

Strategic Planning Workshop on December 5<sup>th</sup>, which Matt Kelly, Associate Transportation Planner, attended in Concord. He said that Mr. Kelly participated on the Land Use and Infrastructure panel, which brainstormed on potential initiatives for the EDA to pursue, including the passage of transportation sales tax extensions in Contra Costa and Alameda Counties, a regional gas tax, and the development of a regional best practices guide on permitting and zoning.

Mr. Iwasaki said that the California Transportation Foundation's 2012 Transportation Forum was scheduled for January 24<sup>th</sup> at the Sheraton Grand Hotel in Sacramento, and that the Authority had budgeted for up to five staff and four Commissioners to attend the event. He said that the program would include discussions on high speed rail and P3s, and that Commissioners interested in attending should contact Danice Rosenbohm.

Mr. Iwasaki also announced an opportunity to attend a briefing by the founder and President of Avego, a real-time ridesharing mobile application program. Commissioners interested in attending the event, which is scheduled for January 5<sup>th</sup>, should contact Danice Rosenbohm.

Mr. Iwasaki also mentioned that there would be an opportunity in May to submit projects to compete for CMIA savings that are accumulating due to bid savings and failure to deliver projects.

Arielle Bourgart, Director of Government and Community Relations, reported that consistent with Authority direction, staff had embarked upon the development of a communications plan, to help provide Contra Costa's voters with clear information about the benefits delivered by Measure J as a result of their decision to tax themselves. Key steps taken include the beginning of a series of meetings with public and private stakeholders, and an assessment of CCTA's website. Next steps will include the development of a process for updating the site, and meetings to discuss the utilization of current communications technology.

**8.0 CALENDAR:** January/February/March 2012

**9.0 ADJOURNMENT** to Wednesday, December 21, 2011, at 6:00 p.m.

The meeting was adjourned at 7:40 p.m. to Wednesday, January 18<sup>th</sup> at 6:00 p.m., in memory of David Chittenden, Ross Chittenden's father, and Qun Chen and Zonglu Zhang, Erick Cheung's grandparents.