

8. 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 15, 2010 and January 19, 2011 for Circulation to the Regional Transportation Planning Committees (RTPCs), and items of interest;
- December 15, 2010 and January 19, 2011 CCTA Executive Director's Report;
- November 17, 2010 and December 15, 2010 CCTA meeting minutes



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Julie Pierce

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

Date: January 20, 2011

Re: Items approved by the Authority on January 19, 2011, for circulation to the Regional Transportation Planning Committees (RTPCs), and items of interest

At its January 19, 2011 meeting, the Authority discussed the following items, which may be of interest to the Regional Transportation Planning Committees:

1. **Authorization to Issue Request for Qualifications (RFQ No. 11-5) for a Communication Consultant.** In recent months, several Authority members have expressed interest in raising the agency's public profile, the objectives being to keep stakeholders informed of Authority activities and accomplishments and to reinforce the Authority's image as a contributory member of the community. In response, staff requests approval to solicit qualifications from interested firms to assist the Authority with developing a comprehensive plan for communications towards accomplishing these objectives. *The Authority authorized the development of a Request for Qualifications for a communication consultant.*
2. **Requests for Qualifications (RFQs) Update.** The Authority previously approved issuance of two separate Requests for Qualifications (RFQ) for specified project development activities. Statements of Qualifications have been received and interviews conducted.
 - **Consultant Eligibility List for Preparation of Plans, Specifications and Estimates (RFQ 10-13).** Staff recommends approval of the eligibility list and further recommends authorization to begin negotiations on scope and fee for the I-80/San Pablo Dam Road (Project 7002) and I-680 Auxiliary Lane - Segment 2 (Project 1106S2), and following satisfactory conclusion of those negotiations, to issue Notices to Proceed for amounts not-to-exceed \$50,000 each. *The Authority approved the list of eligible consultants, and authorized*

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January 20, 2011

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staff to begin negotiations on scope and fee, and following satisfactory conclusion of those negotiations, to issue Notices to Proceed for amounts not to exceed \$50,000.

- **Consultant Eligibility List for Preparations of Project Status Reports, Environmental Documents and Project Reports (RFQ 10-14).** Staff recommends approval of the eligibility list and further recommends authorization to begin negotiations on scope and fee for the I-680 SB HOV Gap Closure (Project 8001), I-680 Norris Canyon Bus/HOV Ramps (Project 8003) and SR242/Clayton Road Ramps (Project 6002), and following satisfactory conclusion of those negotiations, to issue Notices to Proceed for amounts not-to-exceed \$50,000 each. *The Authority approved the list of eligible consultants, and authorized staff to begin negotiations on scope and fee, and following satisfactory conclusion of those negotiations, to issue Notices to Proceed for amounts not to exceed \$50,000.*
3. **Legislation.** Mark Watts, the Authority's Sacramento advocate, will present a report to the Authority on matters related to the California State Budget, particularly as they impact transportation, including:
- Provisions of Governor Jerry Brown's budget;
 - Proposals for resolution of issues pertaining to the state gas tax swap that occurred in March 2010 and the potential impacts of Propositions 22 and 26, which passed in November 2010.

Following the presentation and legislative report by staff, the Authority agreed to send a letter of support for the provisions in the Governor's Budget, as currently written, pertaining to transportation funding. Staff was directed to monitor any changes with respect to these provisions going forward that might prompt the Authority to revisit its decision to support.

Discussion of a California Court of Appeal case (West Sunnyvale Neighborhood Association V. City of Sunnyvale) was added to the agenda as an urgency item. This case involved a suit brought against the city challenging the basis on which the impacts of a particular road extension project had been projected. The court upheld the challenge. If this decision is used as a precedent in future lawsuits, it could potentially be problematic for all agencies involved in delivering transportation projects. On that basis, the Authority authorized joining the Self Help Counties Coalition in sending a letter requesting that the California Supreme Court depublish the decision, meaning this case could not be cited in lawsuits going forward.



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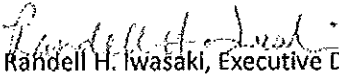
Julia Pierce

Maria Viramontes

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

Date: December 16, 2010

Re: Items approved by the Authority on December 15, 2010, for circulation to the Regional Transportation Planning Committees (RTPCs), and items of interest

At its December 15, 2010 meeting, the Authority discussed the following items, which may be of interest to the Regional Transportation Planning Committees:

1. **Approval to Release RFP No. 11-1 to Conduct the 2011 CMP Traffic Monitoring Program.** As the designated Congestion Management Agency for Contra Costa, the Authority is responsible for developing and updating a Congestion Management Program (CMP) every other year. As part of the 2011 CMP, traffic monitoring of freeways and principle arterials is required to determine whether CMP Level of Service Standards and multi-modal performance measures are being met. This RFP would seek qualified engineering firms to conduct the Spring 2011 CMP traffic monitoring program and document the results. *The Authority authorized staff to release the 2011 CMP Traffic Monitoring Program RFP.*
2. **Modifications to Scope of Work and Budget for Consultant Agreement No. 310 with Parisi Associates for the Development of the Contra Costa Safe Routes to School Program (SR2S).** In November the Authority approved the agreement under the condition that resources previously allocated to Contra Costa Health Services for SR2S outreach and survey assistance be reallocated to Parisi Associates. Accordingly, staff seeks authorization to increase the initial agreement amount for Phase I from \$72,500 to \$100,000 and incorporate revisions to the scope of work for Task 1. *The Authority authorized modifications to Agreement No. 310 with Parisi Associates for an initial amount not to exceed \$100,000 to complete Task 1*
3. **Authorization of Consultant Agreement No. 312 with Economic & Planning Systems to Provide Ongoing Technical Support Services for Development of the SCS.** In response

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- to Request for Proposal (RFP) 10-8 released in October 2010, three planning consulting firms responded. A selection committee comprised of city and County staff chose Economic & Planning Systems, Inc. ("EPS") as the most qualified consultant. *The Authority authorized Agreement No. 312 with EPS to provide ongoing technical support for development of the SCS at a cost not to exceed \$100,000.*
4. **Initiation of Regional Dynamic Ridesharing Pilot Project with Sonoma and Marin CMAs.** The Authority is eligible to receive approximately \$500,000 in federal funds for participation in a three-county regional Dynamic Ridesharing Pilot Project made possible through MTC's Climate Initiative grant program. *The Authority authorized staff to proceed with the development of an inter-agency agreement with the Sonoma County Transportation Authority and the Transportation Authority of Marin to participate in the Regional Dynamic Ridesharing Pilot Project.*
 5. **Congressman John Garamendi's Fiscal Year 2012 Appropriation Requests.** Staff will report on efforts by Congressman Garamendi's office related to Federal Fiscal Year 2012 appropriation requests. Staff will discuss timelines and opportunities for the Authority in submitting requests, developing support and consensus, and coordinating with other elected State and federal officials. *The Authority approved staff's recommendation to continue with the priorities that were established in March 2009.*



EXECUTIVE DIRECTOR'S REPORT
December 15, 2010

I-80 ICM Workshop: November 18, 2010

Alameda County Transportation Commission (ACTC) hosted an I-80 ICM workshop. The workshop attendees included representatives from Caltrans, ACTC, CCTA, and the California Transportation Commission (CTC). ACTC Executive Director Art Dao chaired the workshop and attendees gave a detailed update of the progress of the project to CTC Executive Director Bimla Rhinehart and Deputy Director Maura Twomey. The goal was to provide an update to Ms. Rhinehart and key staff in regard to the progress of the project and answer any questions. A briefing for CTC Commissioners Ghielmetti and Guardino is scheduled for December 10, 2010 in anticipation of a request for allocation at the January 2011 CTC meeting.

I-680 Rehabilitation and Southbound HOV Extension Project Award:

On November 18, 2010, Caltrans announced the award of a construction contract to Concord-based Bay Cities Paving and Grading, Inc., to construct a one-mile extension of the HOV lane on southbound I-680 in Walnut Creek. This project involves extending the existing southbound HOV lane, which begins at Livorna Road in Walnut Creek northward by one mile to Rudgear Road in Walnut Creek. This project will be done simultaneously with a 12.8 mile pavement rehabilitation project along I-680 from Rudgear Road to Alcosta Boulevard. Construction cost of the HOV lane extension, originally estimated at \$2.4 million in the Measure J Strategic Plan, has been reduced to \$1.3 million due to lower bid estimates. The \$48.6 million pavement rehabilitation project is being funded entirely from State funds.

Coordination with California Emergency Management Agency (CALEMA) on Via Verde Street sinkhole:

On November 22, 2010, Authority staff scheduled a field meeting with Director Tom Maruyama, CALEMA. The purpose of the meeting was to provide Director Maruyama and his staff with the latest information with respect to the suspected cause of the culvert collapse that resulted in the sinkhole at Via Verde Street in the City of Richmond. CALEMA originally denied the City's request for emergency funding based on its assessment of lack of maintenance. Although the analysis did not clearly define what caused the collapse, it did show that the collapse was not caused by the lack of maintenance of the culvert. Director Maruyama asked the City for a letter explaining it was not a lack of maintenance and he would consider amending the ruling and allowing for emergency funding to replace the collapsed portion of the culvert and the repair of remaining pipe. The estimate for the repairs is approximately \$12 million.

On December 1, 2010, we were notified that CALEMA gave the City of Richmond a verbal approval for State funds to rebuild Via Verde Street and repair the remaining culvert and install a new section that collapsed.

Bay Area Air Quality Management District (BAAQMD) Meeting: November 23, 2010

Peter Engel and I attended a meeting with Chief Executive Officer/Air Pollution Control Officer, Jack Broadbent, and the other CMA Directors to discuss BAAQMD staff's statement suggesting that the District may ask for the County Program Managers to return future allocations of Transportation Fund for Clean Air (TFCA) County Program Manager (40 percent) funds in counties that pass vehicle registration fees (VRF) pursuant to SB 83. Currently, CCTA receives approximately \$1.2 million in TFCA funds annually

which supports projects administered by 511 Contra Costa. District staff was concerned that some of the VRF expenditure plans did not adequately address or provide for clean air projects.

Mr. Broadbent assured the CMA Directors that the District would not pursue the return of the TFCA funds but did request additional dialog to address how VRF expenditure plan projects could support the District's regional clean air policies. The CMA Executive Directors will meet with Mr. Broadbent quarterly to continue to build on the partnership and discuss continued delivery of air quality projects.

Caldecott Tunnel Tour: November 23, 2010

Randy Carlton, Ross Chittenden, and I toured the Caldecott Tunnel. The tunneling operation from the East Portal has progressed about 120 meters into the mountain. We were able to walk about 90 meters into the tunnel to witness some of the soil nailing operation. The contractor is making progress preparing the West Portal to start the tunneling operation from the Alameda portal.

Federal Coordination with the City of Richmond: November 30, 2010

Arielle Bourgart, Ross Chittenden, and I met with City Manager Bill Lindsay, City Community Development Executive Director Steve Duran and Director Alan Wolken to discuss CCTA's federal legislative engagement program. We had good dialogue with respect to the status of the federal transportation program, the state's transportation program, and our program. Because of the feedback we received from the City officials, we are going to try to sit down with each individual City Manager and their staff to review our federal and state legislative engagement program.

Contra Costa Mayors' Conference: December 2, 2010

Ross Chittenden, Martin Engelmann, and I attended the December Mayors' Conference to hear Executive Director Will Travis talk about BCDC's proposed Bay Plan Amendment 1-08. Following the meeting, I spoke with Mr. Travis regarding our comment letter (transmitted on November 23, 2010), and invited him to come to a future Authority meeting to discuss the implications of BCDC's proposed sea-level rise policies on the Authority's mission and goals.

Consultant Interviews:

In September, the Authority issued RFQ 10-13 and RFQ 10-14 to re-establish the consultant eligibility lists for design and environmental/preliminary engineering services. Environmental consultant interviews were on October 25, 2010, and PS&E consultant interviews were conducted on November 10, 2010. Staff will provide the Authority with an update on the results of these interviews in January, 2011.

Interest Rate Swap:

With the recent rise in longer term interest rates, the Authority's \$200 million interest rate swap with Bank of America has increased in value. As of December 7th, the value was a negative \$24.8 million, a change from a negative \$32.4 million as of November 30th. The increase in value will enable the Authority to no longer post collateral (required when the value exceeds a negative \$40 million). The recent movement also is in a positive direction towards the Authority's swap termination target of a negative \$17 million. Staff will continue to monitor the swap value and return to the Authority as needed if the value should reach the termination target.



**EXECUTIVE DIRECTOR'S REPORT
 January 19, 2011**

AASHTO IntelliDrive Executive Leadership Team Meeting: December 7, 2010

I attended the AASHTO IntelliDrive ELT meeting as a representative of local government. The meeting's attendees included US Department of Transportation Research and Innovative Technology Administration's Administrator Peter Appel and Deputy Administrator Rob Bertini, National Highway Transportation Safety Administration's (NHTSA) Deputy Administrator Ron Medford, Federal Highway Administration's Associate Administrator Jeff Lindley, representatives from the automobile manufacturers, State Department of Transportation officials, Canadian officials, and two representatives from local government. The topic was the status of the implementation of IntelliDrive (vehicle to vehicle and vehicle to infrastructure communication). The US DOT is planning to spend about \$60 million a year for research in this area. They would like the automobile manufacturers to work with US DOT and Transportation officials on the deployment of the technology. NHTSA will decide in 2013 whether or not to mandate IntelliDrive technology in all new cars.

Contra Costa Council Transportation Committee: December 7, 2010

Staff attended the monthly meeting of this committee. The agenda featured discussion with Congressman Garamendi's local and Washington, D.C. staff regarding reauthorization of the federal transportation program and the congressman's current effort to solicit information on budget appropriation requests.

NCHRP Workshop: Long-Range Strategic Issues Facing the Transportation Industry: December 8 – 9, 2010

I participated in the Transportation Research Board's National Cooperative Highway Research Program (NCHRP) workshop. The two day event allowed the researchers that were hired by a competitive process to present their findings to date. I chair one of the five panels which is overseeing the research on adaptation measures for the transportation system due to climate change. After the presentations were completed, brainstorming sessions were held to determine the next steps for additional research that was identified by the original work.

Contra Costa Public Managers Association: December 9, 2010

Staff attended the monthly meeting of this association. The December agenda was informal and allowed for discussion of current local issues among local agency representatives.

I-80 Integrated Corridor Mobility (ICM) Meeting with California Transportation Commission (CTC)

Commissioners: December 10, 2010

Staff met with CTC, Caltrans, MTC, and Alameda County Transportation Commission (ACTC) to discuss progress on the Prop 1B Bond funded (CMIA and Traffic Light Synchronization Program funding) I-80 ICM project. The project's scope and benefits, current schedule and cost breakdown were presented to CTC Commissioners and staff. The update was well received and will be repeated at the January 20 CTC meeting. The goal is to modify the baseline agreements and obtain an allocation of bond funds for the first two ready-to-go projects.

CALCOG Delegates Meeting: December 13, 2010

Staff attended this annual meeting of CALCOG delegates to discuss the reconstitution of this organization, including mission, membership and bylaws. The Authority is currently a member and Commissioner Julie Pierce serves as delegate.

CCTA Board Room Enhancements: December 15, 2010

CCTA's new audiovisual equipment debuted at the December 15th Authority Board Meeting. These improvements will enhance the audio quality and visual experience at public meetings. I'd like to thank Randy Carlton, Chief Financial Officer, for coordinating this effort.

Project Initiation Documents (PIDS): December 21, 2010

The Bay Area CMA Directors formed a sub-committee to address impacts from a recent state budget reduction that affects all local agencies. Representatives from Caltrans and CMAs from around the Bay Area met at ACTC offices to get a better understanding from Caltrans on what prompted this reduction, how they plan to move forward with the production of PIDS, and how the CMAs help get this issue resolved. The plan is to charge local agencies for the cost of preparation of PIDS by Caltrans even if it is a locally funded project that will make improvements on the state highway system. A Statewide discussion of this topic will occur at the bi-annual Self Help County Coalition meeting on January 18.

California Transportation Foundation (CTF): December 23, 2010

I attended a briefing for newly elected board members of the CTF. Executive Director Sarah West and Heinz Heckeroth provided the information. The CTF supports California's transportation community by recognizing excellence in transportation, by remembering and supporting transportation workers in times of crisis and educating the next generation of transportation leaders. Mr. Stan Taylor was also elected to serve as a CTF board member.

Visualzation Effort: January 4, 2011

CCTA staff met with Brady Nadell of Parsons Brinkerhoff to get a better understanding of the effort it will take to use visualization techniques to inform interested parties about the construction phasing on SR 4. This effort builds from and will support the integrated schedule being developed for the SR 4 widening and eBART projects.

Implementation of SB 375: December 2010-January 2011

Staff from CCTA, MTC, and ABAG attended the RTPC meetings to provide an overview of SB 375 and the effort to develop a Sustainable Communities Strategy (SCS) for Contra Costa and the Bay Area. The meeting with TRANSPAC was held on December 8, 2010. Scheduled meetings in 2011 are as follows: SWAT – January 9; TRANSPLAN – January 13; and WCCTAC – January 28. In addition, an expanded TRANSPAC meeting is scheduled for 6:30 p.m. on January 31 at the Authority offices in Walnut Creek, and a Tri-City meeting of the Lamorinda jurisdictions is scheduled for 7:00 p.m. on February 10th in the Town of Moraga.

Construction Starts:

Work has started on the I-680 pavement rehabilitation project between Rudgear Road and Alcosta Boulevard. The contractor will have night-time lane closures and work behind temporary railing in the median. The contract also includes a Measure J funded extension of the southbound HOV lane.

The SR 4 Widening, Segment 1 (Somersville) contract was awarded by Caltrans on December 23. Work should start within the next 2 months.



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Authority Board Meeting **MINUTES**

MEETING DATE: November 17, 2010

MEMBERS PRESENT: Robert Taylor (Chair), David Durant (Vice Chair), Janet Abelson, Newell Arnerich, Ed Balico, Jim Frazier, Dave Hudson, Mike Metcalf, Julie Pierce, Robert Simmons, Gayle Uilkema, Maria Viramontes

STAFF PRESENT: Randell Iwasaki, Amin AbuAmara, Brad Beck, Arielle Bourgart, Randall Carlton, Erick Cheung, Peter Engel, Martin Engelmann, Jack Hall, Matt Kelly, Susan Miller, Hisham Noeimi, Stan Taylor (Authority Counsel), Danice Rosenbohm (Executive Secretary)

MINUTES PREPARED BY: Danice Rosenbohm

A. CONVENE MEETING: *Chair Taylor* convened the meeting at 6:05 p.m.

B. PLEDGE OF ALLEGIANCE:

C. PUBLIC COMMENT:

There were no public comments on items not on the agenda.

1.0 APPROVAL OF MINUTES: Authority Minutes of October 20, 2010.

ACTION: Commissioner Abelson moved to approve the Minutes of October 20, 2010, seconded by *Commissioner Pierce*. The motion passed unanimously, 7-0. (*Commissioners Arnerich, Durant, and Viramontes had not yet arrived.*)

Following the vote to approve the Minutes, Alternate Hudson moved to the dais.

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

ACTION: Commissioner Abelson moved to accept the Consent Calendar, seconded by *Commissioner Pierce*. The motion passed unanimously, 8-0. (*Commissioners Arnerich, Durant, and Viramontes had not yet arrived. Alternate Hudson* voted for *Commissioner Arnerich*.)

2.A. Administration & Projects Committee:

2.A.1 Monthly Project Status Report.

- 2.A.2 Monthly Accounts Payable Invoice Report for September 2010.** This report also includes a summary of payroll and benefits costs by organizational unit.
- 2.A.3 Monthly Cash and Investment Report for September 2010.** The Authority's Investment Policy requires this report.
- 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.
- 2.A.5 Quarterly Sales Tax Revenues and Investment Report for the Period Ended September 30, 2010.** This report is presented in accordance with State law and the Authority's Investment Policy, which requires that the Chief Financial Officer provide an analysis of the Authority's portfolio including composition, credit quality, maturity distribution and an analysis of sales tax revenues.
- 2.A.6 Listing of Construction Change Orders (CCOs) greater than \$25,000.** Authority policy requires that this list be submitted to the APC for information.
- 2.A.7 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.
- 2.A.8 Internal Accounting Report for the Fiscal Year Ended June 30, 2010.** The report includes a comparison of Authority budgeted and actual revenues and expenditures (unaudited) for FY 2009-10.
- 2.A.9 State Route 4 Widening – Somersville Road to SR160 (Project 1407/3001).**

 - 2.A.9.1 Memorandum of Understanding between the Authority and the City of Antioch.** The widening of State Route 4 between Somersville Road and SR160 provides the opportunity for the City of Antioch to install a sanitary sewer line improvement. The proposed **MOU (14.07.06)** defines the terms and conditions under which work for the City of Antioch is to be constructed, financed, and maintained.
 - 2.A.9.2 Agreement No. 305 with Mark Thomas & Company for Design Support Services During Construction.** Staff seeks authorization to enter into a new Agreement No. 305 with Mark Thomas & Company, the designer of record, for a not-to-exceed amount of \$625,000 to provide design engineering services during construction of the mainline Route 4 at the Somersville Road Interchange (Segment 1). This on-call contract will include miscellaneous incomplete work items identified by staff to be transferred from the PS&E design contract scope

of services to the new Agreement No. 305 so that the existing PS&E design contract with Mark Thomas & Company may be closed.

2.A.9.3 Amendment 2 to Agreement No. 270 with Vali Cooper & Associates, Inc. for Construction Management Services. Staff seeks authorization to augment Agreement No. 270 by \$3,912,712 and extend the term of the Agreement through June 30, 2014 to include construction management services for mainline construction on Route 4 at the Somersville Road Interchange.

2.A.9.4 Utility Agreements with PG&E. Staff seeks authorization to execute Agreement No. 306 with PG&E for \$3,370,000 to relocate their electrical transmission facilities in conflict with Segment 3A of the widening project.

2.A.10 City of Richmond – Marina Bay Parkway Grade Separation (Project 9003). A peer review committee completed a Phase I design review of the plans on September 17, 2010. Staff recommends approval of the peer review recommendation.

2.A.11 City of Orinda – Santa Maria Intersection Improvements (Project 1623/1623SW). The City of Orinda is requesting an appropriation of \$75,000 in Measure C funds for design. Staff recommends approval of the appropriation request. **Resolution 10-48-P.**

2.A.12 City of Pleasant Hill – Buskirk Avenue Widening – Phase 2 (Project 24006). The City of Pleasant Hill is requesting an appropriation of \$2,900,000 in Measure J funds for Right-of-Way Acquisition. Staff recommends approval of the appropriation request. **Resolution 10-49-P.**

2.A.13 State Route 4 Widening – Railroad Avenue to Loveridge Road – Amendment 6 to Agreement No. 140 with Jacobs (Project 1405). Staff seeks authorization to augment Agreement No. 140 with Jacobs by \$200,000 to provide additional construction management services for the ongoing Route 4 landscaping construction activities.

2.A.15 Caldecott Tunnel Improvement Project - Status Update (Project 1001). Cristina Ferraz, Caltrans Project Manager, presented a PowerPoint update on the status of the Caldecott Fourth Bore Project.

2.B Planning Committee:

2.B.1. Approval of the City of Concord's Calendar Year (CY) 2008 & 2009 Growth Management Program (GMP) Compliance Checklist. The City of Concord has submitted its Calendar Years 2008 & 2009 Growth Management Program Compliance Checklist for allocation of Measure J Local Street Maintenance and Improvement (LSM) Funds. An allocation of \$1,119,982 in FY 09-10 LSM funds will be paid out, following Authority approval of the GMP Compliance Checklist.

2.B.2 Approval of the Measure J Allocation for FY 2010-11 for the Sub-Regional West County Safe Transportation for Children: Low Income Student Bus Pass Program (Program 21b). The Measure J Expenditure Plan establishes the sub-regional West County Safe Transportation for Children: Low Income Student Bus Pass Program (Program 21b) funding at .725% of sales tax revenues. The intent of the program is to remove the cost of transportation to school as a barrier for attending school for low income students in West County. **Resolution 10-50-G.**

2.B.5 SB 375 Implementation Update. Staff will report on recent meetings and events pertaining to the implementation of SB 375 and the development of a Sustainable Communities Strategy for the Bay Area.

3.0 MAJOR DISCUSSION ITEMS: *None*

4.0 REGULAR AGENDA ITEMS:

4.A Administration & Projects Committee:

Commissioner Arnerich arrived at 6:15 p.m. (Alternate Hudson left the dais.)

Commissioner Viramontes arrived at 6:32 p.m.

Commissioner Durant arrived at 6:41 p.m.

4.A.14 Legislation. The Authority may take action on these subjects or on any other matter related to the Authority's legislative objectives. Staff will provide an update on the results of the November 2nd election.

ACTION: (No action taken - information only)

DISCUSSION: Arielle Bourgart, Director of Government & Community Relations, reported that Contra Costa's vehicle registration fee, Measure O, had been defeated 54-46 percent. She said that Contra Costa was one of two Bay Area counties (the other being Sonoma) that had lost vehicle registration fee (VRF) measures placed on the November ballot. She said that with the passage of Proposition 26 which would require a two-thirds vote for such measures going forward, passing a vehicle registration fee would prove even more difficult.

Ms. Bourgart stated that tough economic times and opposition to government spending and additional taxation were contributing factors.

Ms. Bourgart said that the news on transportation funding on both the State and Federal levels was grim. She said that the State was facing a budget deficit of \$25 billion, \$6 billion of which applied to the current year's budget that the Governor signed one month ago. Ms. Bourgart said that the President's Federal Deficit Commission reduction plan included suggestions such as raising the gas tax by 15 cents, raising the

Social Security age to 69, eliminating deductions on mortgages over a half-million dollars, cutting the federal work force by 10%, and eliminating all congressional earmarks.

Ms. Bourgart also discussed the 'gas tax swap,' signed by the Governor in March of this year which eliminated the sales tax on gasoline and replaced it an excise tax of equivalent value. She said that the new excise tax would pay for traditional Article XIX transportation expenditures and some debt service on transportation bonds, and that increased sales tax on diesel would provide funding for transit. Ms. Bourgart said that in all, the swap was estimated to result in a General Fund savings of approximately \$200 million in the current year, \$900 million for the next year, and \$800 million per year going forward.

Ms. Bourgart stated that Proposition 22 would prevent the State from borrowing transportation funds for the General Fund, thereby prohibiting a \$400 million loan that was written into the State Budget for the current year and precluding the use of \$400 million of transportation funds to pay General Fund debt in the current year budget. Ms. Bourgart explained that while Proposition 22 provided protection for transportation funds, the effects of the proposition on the General Fund could hinder future bond sales.

Commissioner Pierce commented that the League of California Cities' interpretation of the effects of Proposition 22 was that anything implemented (such as the excise tax) after September 2009 would be nullified.

Ms. Bourgart explained that Proposition 26 presented a potential problem for the 'gas tax swap' structure by requiring a two-thirds vote for any new taxes, retroactive to last January. Ms. Bourgart said that how the swap would be affected was not clear, but that significant changes would certainly result.

Ms. Bourgart stated that one of the challenges for the transportation world was to change the perception of transportation to a jobs creator and opportunity for an investment that would generate benefits for the public.

Ms. Bourgart stated that a proposal to fund the reauthorization of the Federal Transportation Program at half the existing level was being discussed. She said that at the direction of the Authority to pursue an agency-level Federal legislative program for securing resources for the Authority's projects and programs, staff would present a budget along with a State legislative and advocacy program for Authority consideration in December.

Lastly, Ms. Bourgart said that as part of the trend away from earmarks, Senate Republican leader Mitch McConnell had recently issued a statement that he would support a moratorium on earmarks for Congress.

Commissioner Pierce stated that while the Measure O campaign was late in getting started, additional time could have allowed more organized opposition and made matters worse. *Commissioner Pierce* said that all VRF measures (excluding Alameda's) slipped seven to eleven points from their polling numbers, and that many would have supported the VRF measures if 100 percent of the funding was for Local Streets and Roads. She thanked the campaign consultants, many of whom worked tirelessly without compensation. *Commissioner Pierce* also thanked those who contributed to newspaper editorial pieces in favor of Measure O.

Commissioner Frazier said that the defeat of Measure O was not due to a lack of effort but instead a misunderstanding of how the VRF funding would be used. He thanked *Commissioner Pierce* for her commitment of personal time to the Measure O campaign.

Commissioner Metcalf commented that he was surprised at how incomplete election returns were two days following the November election. He said that he was interested in Measure O results by jurisdiction or by precinct.

Alternate Uilkema stated that recently Contra Costa's Supervisors had been provided feedback from leaders of industry that suggested that there was a need for better communication and education of the public. A number of commissioners agreed that public outreach was key.

Commissioner Arnerich mentioned Government 2.0, which revisits new opportunities to communicate with people in different ways. He said that it was important to distinguish the Authority from Contra Costa County and its agencies.

Ms. Bourgart said that the use of social media in the public arena had great potential for improved communication in the future.

Randy Iwasaki noted that staff was developing a document that would explain to federal legislators and others with the ability to provide transportation funding why it's important to invest in transportation in Contra Costa County.

Chair Taylor thanked *Commissioner Pierce* for her efforts on the Measure O campaign, and also Ms. Bourgart for her thorough report.

- 4.A.16 State Route 4 Widening – Somersville Road to SR160 – Results of Bid Opening (Project 1407/3001).** On October 5, 2010, Caltrans opened bids on the SR 4 Widening – Somersville to SR 160, Segment 1 project. Funding needed to award the construction contract to the apparent low bid is approximately 67% of the authorized amount. Staff seeks authorization to request that the California Transportation Commission (CTC) approve an AB 608 credit for unused State Transportation Improvement Account (STIP) funds, and to establish a "corridor reserve" of Corridor Mobility Improvement Account (CMIA) savings and potential future savings for use within the SR 4 Widening – Somersville to SR 160 project.

ACTION: *Commissioner Pierce* moved to authorize the Executive Director to request an AB 608 credit for the \$8,125,000 in unused allocated STIP funds, seconded by *Commissioner Balico*. The motion passed unanimously, 10-0.

DISCUSSION: Ross Chittenden, Deputy Executive Director for Projects, stated that the bids received for the SR 4 widening project, Segment 1, were well below the allocated budget for the construction contract. He said that the APC had concurred with staff's recommendation to authorize the Executive Director to make an AB 608 request of the California Transportation Commission for credit of \$8,125,000 in unused State Transportation improvement Account (STIP) funds to future Contra Costa County shares.

Mr. Chittenden explained that \$8,125,000 in allocated STIP funds and \$10,295,000 of allocated CMIA funds were not needed to award the construction contract on the State Route 4 Widening – Somersville Road to State Route 160 project. He said that these funds would be added to the Authority's existing STIP share balance, and would be available with any new 2012 STIP funding for programming by the Authority in the 2012 STIP. Mr. Chittenden stated that CTC staff had concurred with the recommendation to keep the \$10,295,000 in CMIA savings in a "corridor reserve", in the event that the funds were needed for future segments of the project.

Mr. Chittenden stated that following potential adjustments due to the specific award splits between freeway and eBART items by Caltrans, the final numbers would be presented to the Authority at a future meeting along with the construction cooperative agreement amendment.

Chair Taylor asked if the contingency funds could be reduced. Mr. Chittenden responded that following completion of the project any remaining contract contingency funds could be retained by the Authority.

4.B Planning Committee:

- 4.B.3 Comments on the Proposed BCDC Bay Plan Amendment 1-08.** In response to climate change concerns, the Bay Conservation and Development Commission (BCDC) is considering Amendment 1-08 to its *San Francisco Bay Plan* to create a climate change policy section that establishes long-range strategies for addressing predicted sea level rise. The new policies and strategies are intended to mitigate the impact of increased flooding, while preserving and enhancing the natural resources of the Bay shoreline. These policies and strategies need to be carefully examined for possible conflicts with the Authority's future transportation projects and local land use plans. Projects located within low-lying shoreline areas that have been designated by BCDC as vulnerable to future inundation could be affected by proposed adaption guidelines in Bay Plan Amendment 1-08. Accordingly, the Authority may wish to submit comments to BCDC.

ACTION: *Commissioner Arnerich* moved to approve the submittal of comments to BCDC on the Proposed Amendment 1-08 to the Bay Plan, seconded by *Commissioner Durant*. The motion passed, 7-0. (Due to potential conflicts, *Commissioners Abelson, Frazier, and Metcalf* recused themselves.)

DISCUSSION: Martin Engelmann, Deputy Executive Director for Planning, stated that in response to concerns about the effects of climate change, such as sea-level rise, increased flooding, and shoreline inundation, the Bay Conservation and Development Commission (BCDC) was amending its San Francisco Bay Plan.

He said that at the October 20th Authority Board Meeting, *Commissioner Balico* expressed concern that the proposed amendments could create conflicts between the Bay Plan's policies and proposed planned development along the shoreline. Subsequently, *Commissioner Balico* and *Commissioner Arnerich* attended a BCDC public hearing in Oakland on October 21st to submit the Authority's letter to BCDC requesting more time for CCTA to review the proposed Bay Plan Amendment 1-08 concerning climate change.

Mr. Engelmann stated that in November staff presented information to the Planning Committee about the adopted Bay Plan, proposed Bay Plan Amendment 1-08 concerning climate change, maps showing forecast changes in the Bay, and a list of transportation projects that might be affected. He said that the Planning Committee directed staff to prepare a letter to BCDC to address possible adverse effects the Bay Plan Amendment could have on the Authority's ability to deliver its Measure J projects, the local jurisdiction's ability to develop PDAs located in low-lying areas, and the ability of the Authority's transportation partners to protect existing facilities and infrastructure from sea level rise.

Mr. Engelmann reviewed the proposed language changes that would help avoid or mitigate future conflicts between CCTA's and BCDC's missions.

Commissioner Arnerich suggested that the proposed language should include protection for planned regional or sub-regional transportation facilities.

Representative (Alternate) Murray stated that proposed language should include reference to the Capitol Corridor or rail lines.

Alternate Uilkema mentioned that she was an Alternate to Supervisor John Gioia on BCDC. *Alternate Uilkema* said that BCDC had jurisdiction over a one hundred foot band around the bay.

Commissioner Balico thanked the Authority for its support. He said that the Mayors' Conference would discuss the matter at its December business meeting. *Commissioner Balico* noted that the railroad had not yet commented on the proposed Bay Plan Amendment.

Chair Taylor suggested that property owners and affected agencies should be provided a copy of the Authority's letter to BCDC. *Alternate Uilkema* added that the Mayors' Conference should also receive a copy of the Authority's letter.

- 4.B.4 Authorization of Consultant Agreement No. 310 with Parisi Associates and Agreement No. 311 with the Contra Costa Health Services Department to Assist in the Development of the Contra Costa Safe Routes to School Program (SR2S) for an Initial Cost not to Exceed \$100,000.** In response to Request for Proposal (RFP) 10-7 released in August 2010, the Authority received three proposals. A selection committee comprised of local staff familiar with education, outreach and infrastructure supporting safe routes to school reviewed the proposals and interviewed the three consultant teams. Based on the proposals and the interviews, the selection committee recommended that the Authority contract with Parisi Associates to lead the study, with Contra Costa Health Services Department serving a supportive role.

ACTION: *Commissioner Arnerich* moved to approve the contract with amendments to eliminate use of the Contra Costa Health Services Department from the consultant team, and that the final approach would be reviewed and approved by the Planning Committee in December, seconded by *Commissioner Pierce*. The motion passed unanimously, 10-0.

DISCUSSION: Brad Beck, Senior Transportation Planner, stated that staff was seeking approval of contracts with Parisi Associates and Contra Costa Health Services for development of the Contra Costa Safe Routes to School Program (SR2S), a component of the Climate Initiatives program funded by MTC through the new Federal Transportation Act. He said that the Authority had issued a Request for Proposal, and that Parisi Associates was selected from the three consultants that responded.

Mr. Beck introduced David Parisi from Parisi Associates, who gave PowerPoint presentations on the Marin County's Safe Routes to School Program, and the proposed Contra Costa Safe Routes to School Program.

Mr. Parisi explained that implementation of the Contra Costa Safe Routes to School (SR2S) Program had been broken into four tasks for refining the program approach, preparing the Master Plan, providing necessary technical assistance, and implementing the initial program for SR2S funds.

Mr. Parisi stated that the proposed approach included Fehr & Peers, Inc., Alta Planning + Design, and Contra Costa Health Services as part of the consulting team. He also provided background information on Parisi Associates.

The presentation highlighted key objectives for each of the Program tasks. Mr. Parisi explained that Task One would refine the scope and schedule for preparation of the Master Plan, develop the procedures for carrying out the technical assistance program,

and establish the program for allocation of funds through Cycle 1 of MTC's SR2S program.

A brief question and answer period followed, and a number of commissioners expressed concerns about conflicts related to use of Contra Costa Health Services as a sub-consultant for setting the criterion, doing evaluations, or fact-finding.

Mr. Parisi noted that Contra Costa Health Services' role would be technical, assisting with surveys using the survey instrument developed by the Parisi team.

Commissioner Arnerich suggested that because Health Services and the County would also be applying for funding, they should be removed from the process to eliminate any potential conflict. A number of commissioners agreed.

Commissioner Durant suggested that the Planning Committee be allowed to finalize the details.

Commissioner Frazier commented that the City Engineers or Public Works Directors would be knowledgeable resources for where the needs are located.

5.0 CORRESPONDENCE AND COMMUNICATIONS: *None*

6.0 ASSOCIATED COMMITTEE REPORTS:

6.1 Central County (TRANSPAC): No Report for October 14, 2010 (Caldecott Tour)

6.2 East County (TRANSPLAN): *Meeting of October 14, 2010 Canceled*
Meeting of November 11, 2010 Canceled

6.3 Southwest County (SWAT): *Meeting of November 1, 2010 Canceled*

6.4 West County (WCCTAC): Meeting of October 29, 2010

6.5 Conference of Mayors (COM):

6.6 Contra Costa County (COUNTY):

6.7 CCTA Citizen Advisory Committee (CAC):

7.0 COMMISSIONER AND STAFF COMMENTS:

7.1 Chair's Comments and Reports

Chair Taylor stated that he had attended the 2010 Focus on the Future Conference held November 14-16 in La Quinta, California. He said that the conference was also attended by *Commissioners Pierce, Balico, and Representative Worth*.

Chair Taylor thanked *Commissioner Viramontes*, who will be leaving the Authority in December along with *Commissioner Bonilla*.

Chair Taylor also mentioned that both *Commissioners Viramontes* and *Bonilla* would be formally honored at a future Authority Board Meeting.

7.2 Commissioners' Comments and Reports

Commissioner Viramontes said that she'd missed her fellow commissioners over the last couple of months while she was extremely busy with a fierce campaign that was unlike any other she had experienced. She said that she had enjoyed her services on the Authority Board.

Commissioner Pierce stated that she had attended the Focus on the Future Conference along with *Chair Taylor*, *Commissioner Balico*, and *Representative Worth*. *Commissioner Pierce* said that she believed that greatest value of the conference was in the networking opportunities and discussions.

7.3 Executive Staff Comments

Randy Iwasaki reviewed the October Executive Director's Report included in the Authority Meeting Packet.

He also thanked *Commissioner Viramontes* for her time, diplomacy, and political depth of knowledge.

Ross Chittenden noted that the 2011 Focus on the Future Conference would be held in San Francisco.

8.0 CALENDAR: December 2010/January, February 2011

9.0 ADJOURNMENT to Wednesday, December 15, 2010, at 6:00 p.m.

The meeting was adjourned at 8:40 p.m.



CONTRA COSTA
**transportation
 authority**

Authority Board Meeting *MINUTES*

MEETING DATE: December 15, 2010

MEMBERS PRESENT: Robert Taylor (Chair), Janet Abelson, Newell Arnerich, Ed Balico, Jim Frazier, Federal Glover, Julie Pierce, Cindy Silva, Bob Simmons, Don Tatzin, Gayle Uilkema, Maria Viramontes, Amy Worth

STAFF PRESENT: Randell Iwasaki, Amin AbuAmara, Brad Beck, Arielle Bourgart, Randall Carlton, Ross Chittenden, Peter Engel, Martin Engelmann, Jack Hall, Matt Kelly, Susan Miller, Hisham Noeimi, Stan Taylor (Authority Counsel), Danice Rosenbohm (Executive Secretary)

MINUTES PREPARED BY: Danice Rosenbohm

- A. CONVENE MEETING:** *Chair Taylor* convened the meeting at 6:01 p.m.
- B. PLEDGE OF ALLEGIANCE:**
- C. PUBLIC COMMENT:** Randy Carlton, Chief Financial Officer, stated that the new audiovisual technology was being used in the Boardroom for the first time. He thanked the audiovisual team for a successful installation, and introduced Rudy Yu from Ronin, the Project Manager for the office relocation, Mark McComb from RLS, and Andrew Lucas from Coda Technology. Mr. McComb provided a brief overview on some of the features of the new audiovisual system.
- D. COMMENDATION:** Commendation to departing Commissioner Maria Viramontes.
- Commissioner Pierce and Representative Worth* presented a plaque to departing *Commissioner Viramontes*, recognizing *Commissioner Viramontes'* dedicated service to the Authority since 2005.
- Chair Taylor* recalled that at his first meeting he was astounded by Commissioner Viramontes' wealth of knowledge, and agreed that she would be missed.
- Commissioner Viramontes* said that she had enjoyed working with Board members and staff of remarkable focus and perspective, and thanked all for their support.
- 1.0 APPROVAL OF MINUTES:** Authority Minutes of November 17, 2010.
- ACTION:** *Commissioner Viramontes* moved to approve the Minutes of November 17, 2010, seconded by *Commissioner Balico*. The motion passed unanimously, 11-0.

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

Commissioner Abelson requested that Agenda Item 2.B.5 be pulled from the Consent Calendar. She said that she would be recusing herself due to a conflict.

Alternate Uilkema requested that Agenda Item 2.A.11 be removed from the Consent Calendar for discussion.

ACTION: *Commissioner Glover* moved to accept the Consent Calendar excluding Agenda Items 2.B.5 and 2.A.11, seconded by *Commissioner Arnerich*. The motion passed unanimously, 10-0. *Commissioner Abelson* recused herself.

2.A Administration & Projects Committee:

2.1 NEW ITEM: SR4 e Widening Project – Somersville Road to SR160 - Amendment 4 to Agreement No. 204 with TYLin for Design Services. Staff seeks authorization to extend the term of Agreement No. 204 through March 31, 2011.

2.A.1 Monthly Project Status Report.

2.A.2 Monthly Accounts Payable Invoice Report for October 2010. This report also includes a summary of payroll and benefits costs by organizational unit.

2.A.3 Monthly Cash and Investment Report for October 2010. The Authority's Investment Policy requires this report.

2.A.4 State Route 4 Widening – Bailey Road to Railroad Avenue. (Project 1403). Amendment No. 6 to Cooperative Agreement 90.14.03 with Caltrans. Staff requests approval for the Chair to execute Amendment No. 6 to the agreement to extend the term through December 31, 2011 to complete the right-of-way transfer to Caltrans. No additional funds are involved.

2.A.5 State Route 4 Widening – Railroad Avenue to Loveridge Road. (Project 1405). Amendment No. 2 to Cooperative Agreement 90.14.09 with Caltrans. Staff requests approval for the Chair to execute Amendment No. 2 to the agreement to extend the term through December 31, 2011 to complete the right-of-way transfer to Caltrans. No additional funds are involved.

2.A.6 Caldecott Fourth Bore Project (Project No. 1698/1001) Cooperative Agreement. Staff requests authorization for the Chair to execute Amendment No. 5 to Cooperative Agreement 90.16.01 with State of California to provide environmental studies and preliminary engineering services.

2.A.7 State Route 4 Widening – Somersville Road to SR160 (Project 1407/3001) Utility Agreements with AT&T. Staff seeks authorization to enter into Utility Agreement No. 313 with AT&T in the amount of \$16,173 and Agreement No. 314 in the amount of

\$32,203.50 to relocate telecommunication facilities near Somersville Road and A Street in conflict with the widening project.

2.A.8 Legislation. The Committee may take action on these subjects or on any other matter related to the Authority's legislative objectives.

2.A.8.1 Approval of 2011 State Legislative and Advocacy Program.

2.A.8.2 Budget for Implementation of Federal Legislative Program 2011.

2.A.10 Revisions and Updates to the adopted *Guidelines For Contract Change Orders*. Staff is requesting adoption of revisions and updates to the policy document relative to the administration of construction Contract Change Orders (CCOs). Staff believes the previously adopted policies need minor revisions and updates due to the length of time since the policies were first adopted. **Resolution 92-08-P, Revision 1.**

2.A.11 *Removed from Consent Calendar*

2.A.12 Approve RFP No. 11-2 for Annual Auditing Services. Authority policy calls for an annual audit to be performed by an independent accounting firm. In March 2008 the Authority approved Maze & Associates as the auditor following a Request for Proposal (RFP) process. Proposals were for a 5-year term. The APC requested the option, at the end of the third year, to either extend the term or issue an RFP for new audit proposals. The APC recommends that an RFP for auditing services be issued.

2.B Planning Committee:

2.B.1 Approval of the City of Richmond's Calendar Year (CY) 2008 & 2009 Growth Management Program (GMP) Compliance Checklist. The City of Richmond has submitted its CY 2008 & 2009 GMP Checklist. An allocation of \$926,991 in 18% Local Street Maintenance and Improvement funds will be paid out for FY 09-10 subject to the Authority making a findings of compliance with the Measure C/J GMP.

2.B.2 Approval to Release RFP No. 11-1 to Conduct the 2011 CMP Traffic Monitoring Program. As the designated Congestion Management Agency for Contra Costa, the Authority is responsible for developing and updating a Congestion Management Program (CMP) every other year. As part of the 2011 CMP, traffic monitoring of freeways and principle arterials is required to determine whether CMP Level of Service Standards and multi-modal performance measures are being met. This RFP would seek qualified engineering firms to conduct the Spring 2011 CMP traffic monitoring program and document the results.

2.B.3 SR 239 Update. Staff from Contra Costa County will provide an update on the SR-239 planning study to construct a new roadway between Brentwood and Tracy. Under

SAFETEA-LU, Contra Costa County was awarded a \$14 million earmark to conduct the study.

- 2.B.4 Modifications to Scope of Work and Budget for Consultant Agreement No. 310 with Parisi Associates for the Development of the Contra Costa Safe Routes to School Program (SR2S).** In November the Authority approved the agreement under the condition that resources previously allocated to Contra Costa Health Services for SR2S outreach and survey assistance be reallocated to Parisi Associates. Accordingly, staff seeks authorization to increase the initial agreement amount for Phase I from \$72,500 to \$100,000 and incorporate revisions to the scope of work for Task 1.
- 2.B.5** *Removed from Consent Calendar.*
- 2.B.6 Initiation of Regional Dynamic Ridesharing Pilot Project with Sonoma and Marin CMAs.** The Authority is eligible to receive approximately \$500,000 in federal funds for participation in a three-county regional Dynamic Ridesharing Pilot Project made possible through MTC's Climate Initiative grant program.
- 2.B.7 SB 375 Implementation Update.** Staff will report on recent meetings and events pertaining to the implementation of SB 375 and the development of a Sustainable Communities Strategy for the Bay Area.

End of Consent Calendar

- 2.A.11 Authorization for Pre-Tax Employee Contributions to CalPERS Pension System.** Under the Authority's pension plan with CalPERS, employees can participate in a program to purchase additional service credit for their pension. The cost is paid 100% by the employee, and can be made using payroll deductions. A resolution is required by CalPERS in order for the contributions to be treated on a pre-tax basis. Taxes would then be deferred until the pension benefits are received. **Resolution 10-47-A.**

ACTION: *Commissioner Glover* moved to approve Resolution 10-47-A authorizing pre-tax employee contributions to CalPERS pension system for employee purchase of service credit, seconded by *Commissioner Arnerich*. The motion passed 10-0, with *Alternate Uilkema* abstaining.

DISCUSSION: *Alternate Uilkema* asked if Agenda Item 2.A.11 allowed employees to transfer 457 Account funds into the CalPERS pension plan.

Randy Carlton, Chief Financial Officer, responded that while portability was a separate issue, Agenda Item 2.A.11 was about how service credit purchases were made by employees. He explained that Resolution 10-47-A would allow employees to make service credit purchases payments to CalPERS using pre-tax payroll funds.

Alternate Uilkema asked about related costs to the Authority. Mr. Carlton explained that all costs for the purchase of additional service credit were paid to CalPERS by the employee. He said that the cost of additional service credit was determined by CalPERS and was based upon actuarial assumptions.

Commissioner Arnerich further explained that the option to purchase up to five years additional service credit was a benefit offered by CalPERS to employees as members of CalPERS, and that the Authority had no control over specific benefits offered by CalPERS to its members. *Commissioner Arnerich* said that the only decision before the Authority was whether to allow employees to use *pre-tax* payroll funds to make payments to CalPERS, which would have no cost impact to the Authority.

Alternate Uilkema said that she was concerned that if there was a potential cost to the Authority, the Authority should be accounting for it. *Alternate Silva* added that the pre-tax option might affect the number of those who elect to take advantage of the CalPERS benefit.

Commissioner Pierce added that an historical summary of action taken by the Authority regarding employee benefits might be helpful to *Alternate Uilkema*.

- 2.B.5 Authorization of Consultant Agreement No. 312 with Economic & Planning Systems to Provide Ongoing Technical Support Services for Development of the SCS.** In response to Request for Proposal (RFP) 10-8 released in October 2010, three planning consulting firms responded. A selection committee comprised of city and County staff chose Economic & Planning Systems, Inc. ("EPS") as the most qualified consultant. Staff recommends approval of Agreement 312 with EPS to provide ongoing technical support services for development of the SCS at a cost not to exceed \$100,000.

ACTION: Commissioner Glover moved to authorize Agreement No. 312 with EPS, seconded by *Commissioner Uilkema*. The motion passed 10-0. *Commissioner Abelson* recused herself.

DISCUSSION: (None)

3.0 MAJOR DISCUSSION ITEMS: *None*

4.0 REGULAR AGENDA ITEMS:

4.A Administration & Projects Committee:

- 4.1 NEW ITEM: Congressman John Garamendi's Fiscal Year 2012 Appropriation Requests.** Staff will report on efforts by Congressman Garamendi's office related to Federal Fiscal Year 2012 appropriation requests. Staff will discuss timelines and opportunities for the Authority in submitting requests, developing

support and consensus, and coordinating with other elected State and federal officials.

ACTION: *Commissioner Viramontes* moved to continue with the priorities that were established by the Authority in March 2009, seconded by *Alternate Tatzin*. The motion passed unanimously, 11-0.

DISCUSSION: *Ross Chittenden, Deputy Executive Director for Projects*, stated that Congressman Garamendi had initiated a process for the submittal of appropriations requests for Federal Fiscal Year 2011-12. He said that staff wanted to confirm project priority direction that was received from the Authority in 2009, and that project submittals were due by January 21, 2011.

Mr. Chittenden said that while it was uncertain how the new House would treat appropriation requests, Congressman Garamendi had taken a leadership position in reaching out to constituents.

Mr. Chittenden explained that periodically congressional offices ask that priority projects which need additional funding be identified, either through the process for annual appropriation bills or the multiyear transportation reauthorization bills. He said that such opportunities facilitated discussion of the national and regional importance of Contra Costa County and its transportation infrastructure, and to highlight Contra Costa's accomplishments as a Self-Help county. Mr. Chittenden said that the Authority should continue to take advantage of all funding opportunities and the competitive bidding environment.

Mr. Chittenden said that the project priorities listed in the staff report were developed over several months in early 2009, through collaboration with the RTPCs to identify priorities for new funding. While those priorities were communicated to Contra Costa's representatives for FY 2009-10, Mr. Chittenden stated that no commitment of funds in a federal bill had yet been received.

Mr. Chittenden noted that the Authority's priorities were consistent with MTC's, and that projects along I-680 and potentially I-80 could benefit if MTC received authorization to implement express lanes. Mr. Chittenden said that staff was also working with MTC to solicit additional Prop 1B CMIA funds from award savings.

Mr. Chittenden stated that an effort was being made to reach out to all congressional members, and that staff had begun a series of meetings (with any city willing to meet) regarding CCTA's federal and state legislative engagement program.

Commissioner Balico asked if there were limits for the funding requests. Mr. Chittenden responded that staff was instructed to seek funding from all sources, and should be reasonable about the amount of funding that could realistically be spent over the next year or so.

- 4.A.9 Fiscal Audit and Memorandum on Internal Control Structure for the Year Ended June 30, 2010.** The purpose of the Fiscal Audit (including the Independent Auditor's Report and the General Purpose Financial Statements) 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, Maze and Associates, will provide a brief overview of the statements.

ACTION: *Commissioner Viramontes* moved to accept the Fiscal Audit and Management Letter for Fiscal Year ended June 30, 2010, seconded by *Commissioner Frazier*. The motion passed unanimously, 11-0.

DISCUSSION: Randy Carlton, Chief Financial Officer, stated that the audit for the year which ended June 30, 2010 had been reviewed in detail with the Administration and Projects Committee, and that there were no significant audit findings. He introduced Ms. Vicki Rodriguez from Maze & Associates, the Authority's independent audit firm, and gave a Powerpoint presentation reviewing the basic financial statements (Statement of Net Assets, Statement of Activities, Notes to Financial Statements) and Memorandum on Internal Control Structure, also called the Management Letter.

Mr. Carlton said that in September of 2009 the Authority had issued \$200 million in Sales Tax Revenue Bond Anticipation Notes to pay for project costs, retire the Commercial Paper, and pay \$11.4 million to reduce the interest rate swap from \$300 million to \$200 million.

He stated that because the Authority entered into debt financing to accelerate projects for the benefit of Contra Costa residents and taxpayers but did not hold title for the projects it constructs, the financial statements reflected a negative net asset position (more liabilities than net assets), which was an expected outcome.

Also affecting net assets, Mr. Carlton stated that in Fiscal Year 2009-10 the Authority was required to implement Governmental Accounting Standards Board (GASB) Statement 53 Accounting and Financial Reporting for Derivative Instruments, thereby requiring a reduction to beginning net assets for the fair value of the interest rate swap.

Mr. Carlton reviewed historical sales tax revenues, which totaled \$61.5 million for the current fiscal year, and project expenditures, which totaled \$36.3 million.

He stated that administrative salaries and benefits costs were within the one percent limitation established by Measure J.

Mr. Carlton highlighted some of the Notes to the Financial Statements, which included disclosures regarding the Authority's pension plan through CalPERS, Other Post Employment Health Care Benefits (OPEB), and a subsequent event related to the issuance of the Sales Tax Revenue Bonds in September, 2010.

Mr. Carlton noted that although there were no material findings included in the Management Letter, under the Schedule of Other Matters it was noted that bank reconciliations should be timely and prepared within thirty days, a finding with which staff concurred and has implemented.

Ms. Rodriguez stated that Mr. Carlton's audit summary was accurate, that Maze and Associates had found no significant deficiencies or material weaknesses, and that her firm had presented the Authority with its opinion of what was a very good audit.

Alternate Uilkema said that it was important to implement recommendations made in the Management Letter, to prevent escalation to the level of significant deficiencies. Mr. Carlton responded that all auditor comments – material, nonmaterial, and the status of prior year comments – were addressed in the Management Letter.

Commissioner Viramontes commended Maze & Associates on the implementation of GASB 53 and GASB 54.

Commissioner Arnerich asked if it was possible that the swap termination level of \$17 million could be reached within the next eight weeks. Mr. Carlton responded that the 20-year Treasury Note spot on the yield curve would need to increase approximately 25 basis points. He said that the APC would be provided a detailed analysis in January, and that the Authority would need to make a number of decisions if the termination level was reached.

Commissioner Arnerich asked if the one percent Measure J limitation on administrative costs included only staff salaries and benefits, or administrative costs in general. Mr. Carlton responded that the one percent limitation applied only to salary and benefits of agency administrative staff, and that a significant portion of Projects and Planning staff salaries and benefits was accounted for elsewhere. Mr. Carlton said that consistent language would be used in the future to eliminate any potential confusion.

Commissioner Pierce suggested that a separate line item in the budget might also be helpful.

4.B Planning Committee *None*

5.0 CORRESPONDENCE AND COMMUNICATIONS:

- 5.1 Letter from WCCTAC dated December 1, 2010 to Joe LaClair, San Francisco Bay Conservation & Development Commissioner RE: Comments on Proposed Bay Plan Amendment 1-08 Concerning Climate Change. (*Attachment – Information*)

6.0 ASSOCIATED COMMITTEE REPORTS:

- 6.1 Central County (TRANSPAC): Report of November 10, 2010
- 6.2 East County (TRANSPLAN): Report of December 9, 2010 (Meeting Handout)
- 6.3 Southwest County (SWAT): *Meeting of December 6, 2010 Canceled*
- 6.4 West County (WCCTAC): Report of December 10, 2010 (Meeting Handout)
- 6.5 Conference of Mayors (COM):
- 6.6 Contra Costa County (COUNTY):
- 6.7 CCTA Citizen Advisory Committee (CAC):

7.0 COMMISSIONER AND STAFF COMMENTS:

- 7.1 Chair's Comments and Reports

Chair Taylor wished everyone a very safe and happy holiday season.

- 7.2 Commissioners' Comments and Reports

Commissioner Viramontes thanked Randy Iwasaki and other CCTA staff for their help in securing a seventy-five percent commitment of funding from California Emergency Management Agency (CALEMA) for the Via Verde sinkhole in Richmond. She also thanked staff for their work on the Marina Bay Parkway Peer Design Review and the City of Richmond's Calendar Year 2008 and 2009 Growth Management Program Compliance Checklist.

Commissioner Pierce said that due to a family emergency she was unable to attend the CALCOG Delegates Business Meeting in Burlingame on December 13th.

Commissioner Glover stated that moving projects forward over the last few years was very much a team effort, and that *Commissioner Viramontes'* dedication and commitment to that team would be missed.

Commissioner Arnerich stated that he was pleased that the City of Pittsburg was willing to enter into discussions with TRANSPLAN to develop a cooperative agreement that would result in a consensus-based regional fee program for East County.

Commissioner Arnerich also mentioned that he would be leaving the Authority in January.

7.3 Executive Staff Comments

Randy Iwasaki reviewed the December 15, 2010 Executive Director's Report.

Mr. Iwasaki also stated that as the Chair of the National Cooperative Highway Research Program's Panel 20.83(05) Committee, he had recently traveled to Washington D.C. for a long range strategic planning meeting and while in the area briefly attended an ITS America Board Meeting. At the meeting, staffers from the Transportation and Infrastructure Committee indicated that they were working on a two to three year bill for the President's signature, possibly in April, that would align spending with revenues, stabilize the Trust Fund, and streamline project delivery. Mr. Iwasaki said that he would be following developments on this potential bill.

Mr. Iwasaki said that he had very much enjoyed working with *Commissioner Viramontes* over the past year.

8.0 CALENDAR: January/February/March 2011

9.0 ADJOURNMENT to Wednesday, January 19, 2010, at 6:00 p.m.

The meeting was adjourned at 7:38 p.m. to January 19, 2011, at 6:00 p.m.