

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 April 21, 2011 for Circulation to the Regional Transportation Planning Committees (RTPCs), and items of interest;
- April 20, 2011 CCTA Executive Director's Report;
- March 16, 2011 CCTA meeting minutes



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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: April 21, 2011

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

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

1. **Corridor Mobility Improvement Account (CMIA) – Project Cost Savings Call for Projects.** The California Transportation Commission (CTC) has issues a 2011 CMIA Cost Savings Call for Projects to identify projects to receive funding as a result of bid savings on previously programmed CMIA projects. *The Authority approved staff's recommendation to work with Caltrans and MTC to obtain support and concurrence for the nomination of three projects, prioritized as follows:*
 1. SR4 Bypass Freeway Conversion - Phase 1 Sand Creek Interchange
 2. SR4 Bypass Freeway Conversion - Phase 2 Laurel to Sand Creek Road
 3. I-680 Auxiliary Lane Project, Segment 2.
2. **Approval of Cooperative Agreement 18CO.01 between Sonoma County Transportation Authority (SCTA), CCTA, and Transportation Authority of Marin (TAM) to Conduct a Dynamic Ridesharing Pilot Program.** In 2010, CCTA successfully competed for a \$500,000 Dynamic Ridesharing grant through MTC's *Climate Initiatives Program*. The pilot program will explore opportunities for encouraging more carpooling through the use of smart-phone applications ("apps") that can enable spontaneous ridesharing. To launch the program, MTC has approved a total of \$1.5 million to be shared among SCTA, CCTA, and TAM, with SCTA as the lead agency. Federal funds for the pilot program will flow from Caltrans through SCTA to CCTA. The cooperative agreement formalizes the roles and responsibilities of each party in conducting the work and the process for seeking reimbursement of costs incurred.

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The Authority approved the cooperative agreement with SCTA and TAM to participate in the Regional Dynamic Ridesharing Pilot Project.

3. **Circulation of Draft Fiscal Year (FY) 2011-12 Congestion Management Agency (CMA) Budget.** Staff has prepared a draft Fiscal Year 2011-12 CMA budget for review by the Public Managers' Association (PMA). The Contra Costa Congestion Management Agency (CMA) was established through a JPA between CCTA and the 20 local jurisdictions. The CMA performs certain Authority planning functions, namely: the Measure C/J Growth Management Program (GMP), and the Congestion Management Program (CMP). The final CMA budget will be adopted in June 2011 as part of the full Authority budget. *The Authority authorized staff to make minor refinements to the draft FY 2011-12 CMA Budget and approved it for circulation. The budget will be reviewed at the Public Managers' Association meeting on May 12, 2011.*
4. **Approval of Consultant Agreement No. 322 with DKS Associates to Perform Congestion Management Program (CMP) Traffic Monitoring.** In response to RFP 11-1, the Authority received proposals from six qualified consultant teams. Following review of these proposals by Authority staff and the review panel, three teams were invited to interview. Based on the interviews held on Monday, April 4, the selection committee chose DKS Associates to lead the 2011 Congestion Management Program Traffic Monitoring effort. The selection decision was presented to the Planning Committee at the Wednesday, April 6 meeting for approval. *The Authority authorized Agreement No. 322 with DKS Associates for the 2011 CMP Traffic Monitoring effort.*
5. **2013 RTP "Call for Projects."** MTC released a "call for projects" for the 2013 Regional Transportation Plan (RTP) on February 14, 2011 and requested that the CMAs support the public outreach process. In response to the "call," the Authority requested that the Regional Transportation Planning Committees (RTPCs) and Transit Operators submit their 25-year financially-constrained project list to CCTA by April 22th. For a transportation project to receive State or federal funding or approvals, it must first be included in the RTP. Staff will provide a status report on the process and an updated timeline for project submittals to MTC. *As part of the public outreach process, a Public Hearing was held at the April Authority Board meeting. The Authority received comments from a number of parties, and authorized staff to monitor the project submittal process and prepare the final project list for Authority consideration and approval in May, 2011.*
6. **Approach to Allocating MTC Safe Routes to School (SR2S) Program Funds.** The Authority has \$2.47 million in federal CMAQ funds available through MTC's Climate Initiatives Program for SR2S programs and projects in Contra Costa. Authority staff, working together with the SR2S Task Force, the RTPC managers, and local staff familiar with the federal funding process, developed an approach for allocating these funds. In this approach, the RTPCs would be asked to recommend how to allocate their subregion's share of funds (this share would be based 50 percent on population

within the subregion and 50 percent on k-12 enrollment). The RTPCs could recommend either (or both) of two types of projects or programs: a stand-alone project or program that could meet federal and MTC requirements, or an exchange of federal for local funds using an existing federalized project as the vehicle for this exchange. The minimum request for federal funds would be \$250,000. Funds from the SR2S Master Plan contract could be used, if necessary, to help implement the programs or projects recommended, but could not be used for the required local match. *The Authority approved the recommended approach. The Authority will adopt the recommended allocation of funds at its May 18 meeting.*

7. **SB 375 Implementation Update.** Authority staff is continuing to work with local jurisdictions on a response to the Initial Vision Scenario released by ABAG/MTC last March 11. *The Authority reviewed a draft comment letter to MTC and ABAG on the Initial Vision Scenario, and provided staff with direction on revisions to the letter.*



EXECUTIVE DIRECTOR'S REPORT
April 20, 2011

Caldecott Media Day: March 17, 2011

Ross Chittenden represented CCTA at the Caldecott Tunnel media day, where reporters were given the opportunity to see the tunneling work that has begun on the Oakland side, and to ask questions related to the construction progress. During the event, a reporter submitted a public records request to ACTC, Caltrans, and CCTA for documents that might explain why they had not been able to access and photograph the tunnel up to that point. In particular, the request focused on the classification of the tunnel as 'gassy,' and also on tunnel access policy. Arielle Bourgart worked with Caltrans staff to deliver the documents as required by law. Media representatives were allowed to enter the tunnel on Monday, March 28. However because of the classification of the fourth bore as 'gassy,' the number was restricted, as was the type of equipment they could use.

ITS America Board Meeting: March 18 – 19, 2011

I attended the ITS America Board meeting in Washington, DC. As the Chair of the Nominating Committee for the organization, I directed the nomination process resulting in the re-nomination of 5 current board members and one new member. Those nominations will be submitted to the full membership for a final vote.

The board received an update of the Administration's Authorization Proposal from Polly Trottenberg, Assistant Secretary, Transportation Policy, US DOT. ITS America staff reviewed The *Smart Technologies for Communities Act*. The bill was introduced by Reps. Mike Rogers, R-MI, and Russ Carnahan, D-MO and is intended to spur innovation and accelerate the deployment of intelligent transportation systems (ITS) to help communities address their transportation needs. Expenses to attend this meeting, including travel, lodging, and meals totaled \$1087.

New Administrative Clerk: March 21, 2011

Nikki Simonsen joined the Authority staff team. Nikki has a strong background in customer service and administrative support. Prior to joining the Authority, she was an administrative assistant for Pacific Southwest Container. We look forward to Nikki's contributions to our team.

California Transportation Foundation (CTF) Board Meeting: March 22, 2011

The board (of which I am a member) reviewed policies and procedures with respect to scholarships, workers assistance and memorial grants. The CTF 2011 annual Transportation Forum was successful.

Coming up is the annual CTF Transportation Awards Ceremony held in Sacramento at the Convention Center on June 15, 2011 from 11:00 – 1:00. I participated on the CTF awards selection committee, which reviewed applications for projects and programs in various focus areas such as major structure, freeway interchange, major freeway project, environment and sustainability, and bike/pedestrian. We also selected transportation official of the year and elected official of the year.

The annual Transportation Education Symposium is scheduled to be held on November 3-4 in Long Beach. Volunteers from the private, public, and academic sectors work with selected students to develop solutions to transportation problems, which are then presented to a panel of judges.

California Transportation Commission (CTC) Meeting: March 23 – 24, 2011

Ross Chittenden represented CCTA at the March CTC meeting, where the Authority's request to return the STIP savings realized from the SR 4 project to Contra Costa was approved. The STIP savings will be available to the Authority to program in the 2012 STIP. The CTC also approved Richmond's request to amend the baseline agreement for the Marina Bay Parkway Grade Separation project.

eBART Meeting: March 24, 2011

I met with staff from the City of Antioch and BART to finalize a strategy for delivering the final CCTA SR-4 3B project.

Contra Costa Council Transportation Task Force: March 25, 2011

Ross Chittenden participated on a panel discussion at the Contra Costa Council Transportation Task Force educational luncheon series regarding the current status of federal, state and sales tax funding. Our message was "financing does not equal funding." Other panel members included Kome Ajise, Caltrans Public-Private Partnership Program Manager and Kate Spier, Director of Project Development for HOCHTIEF PPP Solutions North America.

ITS World Congress Board Meeting: March 28, 2011

The theme, logistics, budget, speakers, exhibitors, sponsors, and demonstrations for the upcoming 18th annual ITS World Congress were discussed at this meeting. This year's World Congress will be held in Orlando Florida, with the theme "Keep the Economy Moving," and projected attendance of 12,000. I was asked to provide testimony regarding the benefits of technology deployment to the House Transportation & Infrastructure Committee, but couldn't stay in Washington D.C. until Wednesday. Expenses to attend this meeting, including travel, lodging, and meals totaled \$859.

CTA Transit Lobby Day: March 30, 2011

Peter Engel, along with Rick Ramacier (County Connection), Charlie Anderson (WestCAT), Paul Matsuoka (LAVTA) and Beverly Greene (AC Transit) met with Assembly Member Joan Buchanan and State Senator Mark DeSaulnier to discuss pressing topics related to transit. They expressed thanks for the passage of AB 105 and asked for their continued support to keep the tax swap in place during the ongoing budget negotiations. They also requested support for Proposition 1B transit funding (PTMISEA) as part of the next bond sale to ensure a fair share of the bond proceeds for transit. The team also met with staff representatives for Senator Loni Hancock, Assembly Members Sandre Swanson, Nancy Skinner, Susan Bonilla, and Mary Hayashi, as well as Senate Majority Leader Ellen Corbett.

Township of Danville's Breakfast Speech: April 1, 2011

Mayor Stepper invited me to attend the Mayor's breakfast where I provided an update of ongoing construction projects, as well as projects currently in the design or environmental phases. I also had the opportunity to respond to audience questions and concerns.

Cal-OSHA Director: April 1, 2011

Ross Chittenden and I had a teleconference with Director Len Welsh and two of his staff members to get a better understanding as to why the Caldecott Tunnel fourth bore came to be classified as 'gassy,' and what safety concerns are involved. Owing to the risks associated with tunnel construction, the contractor is limited to no more than 25 employees working underground at one time or they're required to have at least one 5-person rescue team to be either on site or within 30 minutes from entry point while they are working. Photography is not permitted while the road header is in operation. Each person that enters the tunnel must be trained in the proper inspection, use and limitations of the self-rescue device before being permitted to go underground.

City of Martinez: April 1, 2011

Ross Chittenden, Amin AbuAmara, and I met with City Manager Phil Vince to discuss the Martinez Intermodal Station parking lot. The land for this project was acquired using STIP and Measure money. The City of Martinez would like to keep the two buildings left on the land. Amin is reviewing the requirements of the STIP allocation. We also discussed the Pacheco Transit Hub. Mr. Vince indicated that he was interested in the City administering the construction contract. We will work with CCCTA and the City of Martinez to determine the next steps to getting the project under construction.

Live Webcast: April 6, 2011

The Planning Committee meeting served as the Authority's first public webcast. The public can now access a link from the Authority's website and listen live to any public meeting from the boardroom.

SR-4 Somersville Ground Breaking Event: April 8, 2011

A groundbreaking for the SR4 Somersville Road Widening Project was held on April 8th. The event was well attended and speakers included Senator Mark DeSaulnier, Caltrans Director Cindy McKim, CCTA Chair David Durant, BART District 2 Director Joel Keller and County Supervisor/Contra Costa MTC Commissioner Federal Glover. A message from Congressman John Garamendi, was delivered by Brian Hooker of his staff.

Meeting With Contra Costa Non-Governmental Organizations (NGOs) to Discuss the IVS and RTP Call for Projects: April 8, 2011

Martin Engelmann and I met with representatives for the Greenbelt Alliance, Save Mount Diablo, Monument Community Corridor, TRANSFORM, American Lung Association, Urban Habitat, and the East Bay Bicycle Coalition to discuss the Initial Vision Scenario and the Regional Transportation Plan "Call for Projects" public outreach process.

Assembly Transportation Committee, AB 1134: April 11, 2011

Ross Chittenden provided testimony on behalf of the Self Help County Coalition in support of AB 1134, authored by Assembly Member Susan Bonilla. AB 1134, if enacted, would require Caltrans to work with local agencies and the CTC to streamline the Project Initiation Document (PID) approval process, and reverse a recent Caltrans policy decision that requires local agencies to reimburse Caltrans for their cost to review and approve local PIDs.

Self Help Counties Coalition Meeting and Legislative Reception: April 12, 2011

Arielle Bourgart and I attended the SHCC meeting and legislative reception in Sacramento.



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Authority Board Meeting **MINUTES**

MEETING DATE: March 16, 2011

MEMBERS PRESENT: Janet Abelson, David Durant, Jim Frazier, Dave Hudson, Joel Keller, Mike Metcalf, Karen Mitchoff, Nancy Parent, Julie Pierce, Jeff Ritterman, Karen Stepper, Don Tatzin, Robert Taylor

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

MINUTES PREPARED BY: Danice Rosenbohm

- A. **CONVENE MEETING:** *Chair Durant* convened the meeting at 6:01 p.m.
- B. **PLEDGE OF ALLEGIANCE:**
- C. **PUBLIC COMMENT:** There were no public comments on items not on the agenda.
- D. **COMMENDATION:** Commendation to Departing Commissioner Metcalf and Ex-Officio Representative Simmons.

Chair Durant presented an award to former *Ex-officio Representative Simmons*, commending him on his service on the Authority Board representing the bus transit operators. Mr. Simmons thanked the Authority and said that he had enjoyed his service.

Chair Durant also presented an award to departing *Commissioner Metcalf*, who would be continuing his service on the Authority Board as the Southwest Area Transportation Committee (SWAT) Alternate to *Commissioner Tatzin*.

Departing Commissioner Metcalf stated that one of the highlights of the year had been the Executive Director recruitment process. He thanked Director Iwasaki for his leadership, and said that it had been a great year.

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

ACTION: *Commissioner Stepper* moved to approve the Minutes of February 16, 2011, seconded by *Commissioner Abelson*. The motion passed 9-0-1, with *Alternate Metcalf* abstaining.

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

ACTION: Commissioner Pierce moved to approve the Consent Calendar, seconded by Commissioner Abelson. The motion passed unanimously, 10-0.

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 January 2011.** This report provides detail of invoice paid by vendor. Staff Contact: Randall Carlton
- 2.A.3 Monthly Cash and Investment Report for January 2011.** The Authority's Investment Policy calls for this monthly report on investment activity. Staff Contact: Randall Carlton
- 2.A.4 Internal Accounting Reports for the Six Months Ended December 31, 2010.** These financial reports are issued periodically to provide the Authority with an accounting of the Authority's financial position. Staff Contact: Randall Carlton
- 2.A.5 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.6 Listing of Construction Change Orders (CCOs) greater than \$25k for contracts less than \$15M, and greater than \$50k for contracts larger than \$15M.** Authority policy requires that this list be submitted to the APC for information. Staff Contact: Susan Miller
- 2.A.7 Out of State Travel.** Randell Iwasaki and Ross Chittenden attended the 2011 Transportation Research Board (TRB) Conference held between January 23 and January 27 in Washington D.C. The conference addressed transportation, energy and climate change. Expenses to attend the conference, including registration, travel, lodging, and food totaled \$5,017. Staff Contact: Randall Carlton
- 2.A.8 I-680 HOV Lane Gap Closure (Southbound) – Authorization to Seek RM2 Allocation for Environmental Clearance. (Project 8001).** Staff seeks authorization to submit an allocation request to MTC in the amount of \$4.8 million for environmental clearance. Resolution 11-05-P. Staff Contact: Susan Miller
- 2.A.9 SR4 Widening Project – Somersville Road to SR160 (Project 1407/3001).**
- 2.A.9.1 Amendment No. 3 to Agreement No. 208 with Contra Costa County for Right of Way Acquisition Services.** Staff seeks authorization to execute Amendment No. 3 to Agreement No. 208 with Contra Costa County to increase the not-to-

exceed amount from \$4,245,900 to \$5,458,000 (\$1,212,100 increase) to provide additional acquisition services. Staff Contact: Susan Miller

2.A.9.2 Amendment No. 5 to Agreement No. 203 with BKF for Preparation of Final Design (PSE) Services. Staff seeks authorization to execute Amendment No. 5 to Agreement No. 203 with BKF to increase the not-to-exceed amount from \$6,686,000 to \$7,186,000 (\$500,000 increase) to provide preparation of Final Design (PSE) services. Staff Contact: Susan Miller

2.A.9.3 Memorandum of Understanding No. 14.06.07 with the City of Antioch. The widening of State Route 4 requires the acquisition and relinquishment of property within the jurisdictional limits of the City of Antioch. The proposed MOU (14.06.07) defines the terms and conditions under which properties will be acquired and relinquished. Staff Contact: Susan Miller

2.A.10 Caldecott Fourth Bore Project- (Project 1001) Amendment No. 1 to Cooperative Agreement 90.16.03 with Caltrans for Design Services. Staff requests authorization for the Chair to execute Amendment No. 1 to Cooperative Agreement 90.16.03 with State of California. This amendment reconciles final expenditures with the project funding sources for completed design services. Staff Contact: Ross Chittenden

2.A.11 Annual Acknowledgement of Respect in the Workplace Policy. The Authority has an administrative policy to provide a work environment that encourages respect and freedom from harassment and discrimination. Employees and Commissioners are required to review this policy and sign an acknowledgment on an annual basis. Staff Contact: Randall Carlton

2.A.12 East Bay Regional Park District (EBRPD) – Atlas Road Bridge (Project 3111): A peer review committee completed a 90% design review of the plans on January 11, 2011. Staff recommends approval of the peer review recommendation. Staff Contact: Amin AbuAmara

2.A.13 Legislation. Staff delivered a verbal report on the following:

- Developments pertaining to the State budget
- SB 14 (Wolk, DeSaulnier, et al.) re Performance-Based Budgeting
- SB 15 (DeSaulnier, Wolk) re State budget
- AB 348 (Buchanan) re Double-Fine Zone on Vasco Road

The Authority may take action on these or any items related to the Authority's legislative objectives. Staff Contact: Arielle Bourgart

2.A.14 Selection of Authority's Independent Auditor. The Authority authorized Request for Proposal No. 11-2 to obtain audit services for the Authority's financial statements and perform other required audit tasks. Proposals have been received from 6 firms and evaluated. The final tabulation of all criteria scoring supports Macias Gini & O'Connell

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LLP as the recommended audit firm. Staff is seeking direction to begin contract negotiations with Macias Gini & O'Connell LLP Staff. Contact: Randall Carlton

2.A.15 State Route 4 (e) Widening Project: Somersville to SR160 – Segment 2 (Project 3001) – Letter of No Prejudice. Staff requests approval to submit a Letter of No Prejudice (LONP) to authorize expenditure of up to \$22.984 million in Measure J funds in lieu of Proposition 1B funds programmed for Segment 2. A LONP allows CCTA to expend its own funds and incur reimbursable expenses prior to an allocation of Proposition 1B funds by the California Transportation Commission (CTC). **Resolution 11-07-P.** Staff Contact: Ross Chittenden

2.1 NEW ITEM: Comparison of Measure Revenues and Construction Costs. Members of the Administration and Projects Committee (APC) requested an analysis to determine if the relationship and impacts on delivery of the Measure program considering the reduction in both Measure revenues and construction bids. This item was presented at the March 3rd APC Meeting under Agenda Item 18 – *Other Business*. Staff Contact: Ross Chittenden

2.2 NEW ITEM: State Route 4 Widening – Somersville Road to SR160 (Project 1407/3001) Amendment No. 1 to Cooperative Agreement 90.14.21 with Caltrans. Staff requests approval for the Chair to execute Amendment No. 1 to modify the funding summary to reflect the awarded contract amounts for construction. Staff Contact: Susan Miller. *(Note: A staff report for Agenda Item 2.2 was distributed as a meeting handout.)*

2.B Planning Committee:

2.B.1 Approval of the Town of Moraga's Calendar Year (CY) 2008 & 2009 Growth Management Program (GMP) Compliance Checklist. The Town of Moraga has submitted its CY 2008 & 2009 GMP Checklist. An allocation of \$245,384 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. Staff contact: Martin Engelmann

2.B.2 Approval of Proposed Public Outreach Plan for the 2013 RTP/SCS. MTC has requested that each Bay Area Congestion Management Agency (CMA) undertake a public outreach effort that will garner community participation and input during MTC's 2013 RTP "Call for Projects." As the designated CMA for Contra Costa, the Authority would be responsible for undertaking this effort. The outreach effort is intended to provide opportunities for public input into the 2013 RTP. It is one component of the broader, more comprehensive outreach plan that was adopted by MTC in December 2010. Staff contact: Martin Engelmann

2.B.3 Approval of FY 2011-12 Transportation Fund for Clean Air (TFCA) 40 Percent Expenditure Plan. To receive funding through the Transportation Fund for Clean Air (TFCA) Program, the Authority is required to submit an Expenditure Plan to the Bay Area

Air Quality Management District (BAAQMD) annually. For FY 2011-12, \$1.3 million in TFCA funds are allocated by the BAAQMD to fund programs and projects in Contra Costa that reduce motor vehicle emissions. This year's application is due to the Air District by March 31, 2011. **Resolution 11-08-G.** Staff contact: Peter Engel

End of Consent Calendar

3.0 MAJOR DISCUSSION ITEMS:

Commissioner Tatzin arrived at 6:37 p.m., at which time his Alternate (*Metcalf*) left the dais.

- 3.B.6 SB 375 Update.** On March 11, 2011, the MTC Planning Committee, along with the ABAG Administrative Committee and the Joint Policy Committee (JPC) will consider release of an "Initial Vision Scenario" (IVS) – the first draft of a Sustainable Communities Strategy (SCS) for the Bay Area. This scenario, which assumes an unconstrained supply of housing to accommodate the Bay Area's population by 2035, will be available for review by the CMAs, RTPCs, and local jurisdictions during April. Staff from MTC and ABAG will brief the Authority on the basic land use and transportation assumptions included in the SCS IVS. Staff Contact: Martin Engelmann

ACTION: Commissioner Mitchoff moved to receive the Initial Vision Scenario report for circulation and discussion, seconded by *Alternate Ritterman*. The motion passed unanimously, 10-0.

DISCUSSION: Chair Durant stated that MTC and ABAG had released the Initial Vision Scenario (IVS). He introduced Ms. Sailaja Kurella, Regional Planner for ABAG, and Mr. Doug Kimsey, Planning Director for MTC, who gave a presentation on the Bay Area's IVS.

Ms. Kurella stated that the IVS would begin the process for developing the Sustainable Communities Strategy (SCS) required by the passage SB 375 to reduce greenhouse gas emissions from cars and trucks in the Bay Area. Ms. Kurella explained that the goal of the SCS was to align transportation investments, housing growth, and land use planning, and that the SCS would be adopted early in 2013. She said that the IVS would incorporate local input to develop a regional growth strategy, and would build upon Contra Costa's Shaping our Future framework.

Ms. Kurella and Mr. Kimsey gave a PowerPoint presentation which included regional growth, housing and employment distribution overviews, place types, greenhouse gas targets and results, IVS conclusions and next steps. The presentation along with other documents on the Bay Area Plan and IVS were distributed as meeting handouts.

Mr. Kimsey noted that MTC and ABAG staff would be working closely with CCTA staff to coordinate Contra Costa's Public Workshop, which would be held on May 7th, 9:00 a.m. to noon, at the Concord Senior Center.

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Martin Engelmann, Deputy Executive Director for Planning, stated that the Planning Directors and local and regional staff would be looking closely at the IVS, and that staff would report back to the Authority in May on findings and results of these discussions. Mr. Engelmann also pointed out that while the housing numbers in the IVS were different from those in the Countywide Transportation Plan adopted in June 2009, staff would focus more on *where* in Contra Costa homes could be added.

Alternate Ritterman asked about the distinction between Contra Costa not meeting its housing needs versus other counties not meeting their job needs. Mr. Kimsey stated that the IVS responded primarily to the requirements of SB 375 to meet the housing needs for all income levels.

Commissioner Durant commented that people were willing to commute extraordinary distances due to differing housing and job markets, and asked how such situations were factored into the IVS. Ms. Kurella said that while the IVS identified the demand for housing, identifying resources for meeting other infrastructure challenges would also be part of the SCS process.

A brief discussion related to the vehicle miles traveled (VMT) targets approved by MTC and ABAG as compared to the current regional plans and balancing jobs and housing ensued.

Representative Keller asked whether there would be an analysis of the region's ability to meet its plan if the resources were not available to meet the proposed improvements. Mr. Kimsey responded that the federal government required a financially constrained plan, and that the Regional Transportation Plan made no assumptions about any new service. He said that a more detailed scenario assessment would explore meeting the infrastructure needs of increased populations.

Randy Iwasaki asked what pricing assumptions were made in the IVS related to toll hikes over the next twenty years. Mr. Kimsey responded that the IVS assumed no substantial increases in tolls or other federal or State funding, and included only modest increases of approximately two or three percent per year to account for inflation.

In light of the recent census figures that reflected a reduced population, *Commissioner Mitchoff* asked whether the population numbers would be reviewed periodically. Mr. Kimsey stated that the document would be updated every four years.

A brief discussion about factors affecting population projections and economic viability followed.

PUBLIC COMMENT

Jenny Bard from the American Lung Association thanked the Authority and MTC and ABAG staff for their work to accomplish more sustainable and compact growth, and to

meet air pollution and greenhouse gas reduction goals. She said that the American Lung Association was advocating for regulations that would be coming before the California Air Resources Board (CARB) promoting cleaner air, and encouraged jurisdictions to pass resolutions (as many have already done) in support of its leadership and the need for stronger regulations.

Matt Vander Sluis, Senior Field Representative for Greenbelt Alliance, thanked the Authority and staff for their work providing input for the IVS. He said that as the Authority looks toward making choices about projects for the RTP it should consider aligning transportation investment choices with capturing economic opportunities in Priority Development Areas.

4.0 REGULAR AGENDA ITEMS:

4.A Administration & Projects Committee:

- 4.A.13 Legislation.** The APC requested that staff report to the Authority on the potential ramifications of the removal of Congressman John Garamendi from the federal Transportation and Infrastructure Committee and what steps the Authority might take to ensure its role in future policy and programming developments. The Authority may take action on these or any items related to the Authority's legislative objectives. Staff Contact: Arielle Bourgart

ACTION: No action taken – information only.

DISCUSSION: Arielle Bourgart, Director of Government and Community Relations, stated that both the Assembly and Senate had recently approved the trailer bill pertaining to transportation which contained the re-enactment of the gas tax swap, but that it was unclear whether the bill would move forward to the Governor or become part of the deliberations for the larger package.

Ms. Bourgart stated that as a result of changes in leadership in the House of Representatives, Congressman Garamendi had lost his seat on the federal Transportation and Infrastructure Committee. Because the reauthorization of the Federal Transportation Program was underway, Ms. Bourgart said that the APC was interested in a discussion about what the Authority could do to develop a strategy to ensure that Contra Costa's interests were adequately represented.

Ms. Bourgart explained that this was the first year that the Authority had a formal federal legislative program, which was adopted at the end of 2010, endorsing the State consensus principles that were agreed to by transportation interests around the state last year. She said that the Authority was looking towards a stable source of transportation funding going forward, and increased flexibility between transportation modes and between funding programs. Ms. Bourgart said that as a Self Help County,

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Contra Costa was not requesting federal earmarks or handouts but an *opportunity for leveraging investments*.

Ms. Bourgart discussed the importance of enhancing contacts with federal legislative representatives and their staff and maintaining active involvement with relevant associations and organizations.

Commissioner Hudson stated that when visiting the office of Congressman Garamendi, he had been urged to approach Congressman Lundgren and Congressman McClintock, members of the Transportation and Infrastructure Committee, to facilitate an understanding of relevant transportation issues and processes. *Commissioner Hudson* noted that 20 of the 59 members of the House of Representatives were new.

Commissioner Mitchoff commented that she had also recently visited Washington D.C., and that Congressman Miller's staff had urged her to do the same.

Chair Durant stated that it would be helpful to receive a schedule of conferences and organizations so that trips to Washington D.C. could be leveraged.

Randy Iwasaki stated that he and CCTA staff had begun a series of meetings with Contra Costa's City Managers on CCTA's Federal Engagement Program, and that staff was working on a document outlining the 2011 Federal Legislative Program that might be helpful for promoting Authority projects as proposed Federal investments. Mr. Iwasaki said that Congress is very interested in job creation in the current economy, and that Contra Costa's projects were competitive, well vetted and ready for construction.

- 4.A.16 FY 2010-11 Mid-Year Budget Adjustment.** Each year the Authority considers mid-year amendments to the budget based on updated revenues and expenditures for the fiscal year. Several revisions are recommended for the FY 2010-11 budget. **Resolution 10-28-A (Rev. 1).** Staff Contact: Erick Cheung

ACTION: *Commissioner Hudson* moved approve Resolution 10-28-A (Rev. 1) adopting the FY 2010-11 Mid-Year Budget revision including the clean-up item, seconded by *Commissioner Abelson*. The motion passed unanimously, 10-0.

DISCUSSION: Erick Cheung, Finance Manager, gave a PowerPoint presentation on the FY 2010-11 Mid-Year Budget, highlighting economic news, revenue projections including sales tax and grants and investment income, and proposed expenditures and other financing sources and uses.

Economy

Mr. Cheung stated although the economy was showing signs of improvement, unemployment was still high, hovering around 11 percent in Contra Costa County. He reported that defaults and foreclosures were down but still occurring, and with the current inventory of available homes there was not much incentive to begin new home

construction. Mr. Cheung stated that the gross domestic product (GDP) continued to grow over the last six quarters since the recession ended in June 2009. He said that while the Bush tax cuts and low interest rates had helped to continue consumer spending and improve corporate profits, it had not yet resulted in hiring. Mr. Cheung stated that retailers reported growth between 3 and 5 percent nationwide, and that the State Board of Equalization's sales tax revenue data should be available within the week.

Revenues

Mr. Cheung stated that the Mid-Year Budget projected revenues of \$88.9 million, down from the original budget of \$98 million, and that sales tax revenues appeared to have found a bottom and were starting to show signs of slow improvement.

He said that although sales tax receipts were up by approximately 4 percent compared to the prior year, sales tax revenue projections for the Mid-Year Budget conservatively remained at \$62.2 million (as in the original budget) since the increase was due to a one time clean-up payment received in September for the April through June period and Board of Equalization advance of 5 percent more than the previous year.

Mr. Cheung stated that Grant, Program, and Investment Income Revenue was projected at \$26.8, down by \$8.8 million from \$35.6 in the original budget. He noted that the drop in grant revenue was an issue related to the timing of projects and not due to a loss of grant funding.

Expenditures

Mr. Cheung reported that proposed expenditures were \$314.2 million in the Mid-Year Budget, down from \$358.9 million. *Project* expenditures were decreased by \$40.8 million due to the timing of projects, *Programs* remained relatively unchanged, except for a minor adjustment to Additional Bus Transit Enhancements, and *Planning & Administration* expenditures were reduced to \$6.8 million from \$7 million due to increases for the office move and board room construction, reallocation of payroll costs eligible for grants, and a clean-up adjustment reducing County election costs to \$545 thousand from \$1 million in the prior Budget. *Other Financing Sources and Uses* for \$201 million were related to the 2010 Measure J Bond issuance to refinance the 2009 Bond Anticipation Notes and to pay for ongoing project costs.

At Commissioner Taylor's request, Mr. Cheung said that he would distribute the State Board of Equalization 2010 fourth quarter revenue information along with the Mid-Year Budget PowerPoint presentation and notes to the Authority.

- 4.A.17 Salary and Benefits Study.** The Authority authorized Request for Qualifications No. 11-4 to obtain the services of a human resources consulting firm to perform a salary and benefits study of Authority positions. The purpose of the study is to examine the Authority's compensation plan in comparison to the market area for similar positions. Koff & Associates was the firm selected and the project manager will provide the APC with an overview of the methodology and approach of the study. The Authority has a

policy of performing a study every three years. Recommendations from the study will be considered as a part of the 2011-12 budget process. Staff Contact: Randall Carlton

ACTION: Commissioner Mitchoff moved to approve the list of thirteen comparator agencies as recommended by the APC, seconded by *Commissioner Stepper*. The motion passed unanimously, 10-0.

DISCUSSION: Randy Carlton, Chief Financial Officer, stated that every three years the Authority conducted a salary and benefits study and considered adjustments to the employee salary ranges. Mr. Carlton stated that the APC recommended a list of thirteen comparator agencies to be used by Koff & Associates for the study.

Georg Krammer, Project Manager for Koff & Associates, explained that the median home prices and household income included in the table of proposed comparator agencies was based upon data within a specified geographic range of each comparator agency.

A brief discussion about the comparator agencies and study methodology followed.

4.B Planning Committee

- 4.B.4 **Circulate Draft Guidelines for the Measure J Transportation for Livable Communities and Pedestrian, Bicycle and Trail Facilities Programs.** Measure J includes Program 12, Transportation for Livable Communities (CC-TLC), which will support local efforts to create compact, mixed-use and pedestrian- and bicycle-friendly developments and encourage more walking, bicycling and transit use, and Program 13, Pedestrian, Bicycle and Trail Facilities (PBTF) which is designed to fund projects identified in the Countywide Bicycle and Pedestrian Plan. Working with the CC-TLC working group and the Countywide Bicycle and Pedestrian Advisory Committee, staff has prepared draft guidelines for circulation and review by the RTPCs. Staff contact: Brad Beck

ACTION: Commissioner Mitchoff moved to authorize staff to circulate the guidelines to the RTPCs for review and comment, seconded by *Commissioner Tatzin*. The motion passed unanimously, 10-0.

DISCUSSION: Brad Beck, Senior Transportation Planner, stated that staff was seeking authorization to release the proposed guidelines for both the Transportation for Livable Communities (CC-TLC) program and the Pedestrian, Bicycle, and Trail Facilities program to the RTPCs and public for review and comment. Mr. Beck said that the staff report included updated available funding estimates through FY 2014-15, which were based on the revised updated Measure J revenues approved by the Authority in February.

Mr. Beck stated that staff had developed a cover letter that included the revised funding estimates and identified policy issues for consideration.

Chair Durant clarified that while the Planning Committee recognized the value of public input for purposes of evaluating the programs, they questioned the rationality of segregating items for the scoring of criteria. He said that the Planning Committee was also looking for a way to measure demonstrative feasibility of the programs.

Commissioner Pierce said that minor clerical edits to the cover letter would be provided to Mr. Beck.

- 4.B.5 Review Proposed Initial Approach for Allocating \$2.47 Million in Federal Safe Routes to School (SR2S) Funds from MTC.** As the designated Congestion Management Agency (CMA) for Contra Costa, the Authority has accepted delegation from MTC for the Safe Routes to School (SR2S) program, including allocation of \$2.47 million in federal CMAQ funds. To meet upcoming federal and State deadlines, decisions must be made soon on how to allocate those funds. In consultation with local stakeholders, CCTA staff has generated some preliminary ideas on how to allocate these funds. Staff contact: Brad Beck

ACTION: Commissioner Frazier moved to release a letter notifying jurisdictions and agencies of the "Call for Projects" for SR2S funds, seconded by *Commissioner Hudson*. The motion passed unanimously, 10-0.

DISCUSSION: Brad Beck, Senior Transportation Planner, stated that staff was requesting authorization to release a letter notifying jurisdictions and agencies of the "Call for Projects" for Safe Routes to School (SR2S) program. Mr. Beck explained that through MTC's Climate Initiatives Program, the Authority been delegated by MTC to allocate \$2.47 million in federal CMAQ funds, which imposed some limitations on what could be funded and required an 11.47 percent local match.

Mr. Beck stated that MTC requirements also limited activities to those that significantly reduced Greenhouse Gas emissions and supported or encouraged walking or bicycling to school, and that each project proponent must conduct "before-and-after" assessments as part of their proposal.

Mr. Beck noted that a strikeout/underline version of the staff report reflecting wording changes and new information had been distributed as a meeting handout.

Mr. Beck said that staff would conduct a meeting with the SR2S Task Force and RTPC managers to identify options for allocation the SR2S funds, and that options would be submitted to the Authority for review and approval. Mr. Beck stated that application packages must be submitted to Caltrans by February 1, 2012.

5.0 CORRESPONDENCE AND COMMUNICATIONS:

- 5.1 Letter to California Transportation Commission Dated March 9, 2011 from Congressman Garamendi RE: AB 608 Request.**

*Authority Board Meeting MINUTES**March 16, 2011**Page 12 of 13***5.2 Letter to Contra Costa Transportation Authority Dated March 3, 2011 from the City of Pittsburg RE: Pittsburg's Growth Management Program Compliance.**

Chair Durant flagged the letter of response dated March 16th to Pittsburg Assistant City Manager Joe Sbranti regarding the City of Pittsburg's compliance with the Measure J Growth Management Program, which was distributed as a meeting handout.

Also distributed as a meeting handout was a letter from Assembly Member Susan Bonilla to the California Transportation Commission in support of the Authority's AB 608 Request.

6.0 ASSOCIATED COMMITTEE REPORTS:

6.1 Central County (TRANSPAC): *Report of February 10, 2011*

6.2 East County (TRANSPLAN): *Report of February 17, 2011*

6.3 Southwest County (SWAT): *Report of March 7, 2011*

6.4 West County (WCCTAC): *Report of February 25, 2011*

7.0 COMMISSIONER AND STAFF COMMENTS:

7.1 Chair's Comments and Reports

Chair Durant said that the Executive Director had recently been appointed Vice Chair of the Bay Area Partnership Board, which was good news for both Mr. Iwasaki and the Authority.

7.2 Commissioners' Comments and Reports

Commissioner Abelson stated that she had attended the California Transportation Forum in Sacramento on February 22nd. *Commissioner Abelson* said that she learned a lot at the event, and found it interesting to compare the State and federal environments.

Commissioner Pierce commended Amin AbuAmara, recipient of the 2011 Award of Merit for Professional Staff or Manager of the Year from the Northern California Chapter of the American Public Works Association.

7.3 Executive Staff Comments

Randy Carlton, Chief Financial Officer, stated that in April CCTA would begin live broadcast audio streaming of meetings on the Authority's website.

8.0 CALENDAR: April/May/June 2011

9.0 CLOSED SESSION

10.0 RECONVENE IN OPEN SESSION

The meeting was reconvened in open session. There was no action to report.

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

The meeting was adjourned at 9:28 p.m. to April 20, 2011, at 6:00 p.m.