

8. **TRANSPAC and CCTA Representatives are requested to report on the most recent CCTA Administration and Projects Committee (Member Pierce), Planning Committee (Member Durant), and CCTA meetings (Members Pierce and Durant)**

Recommendation: Actions as determined

Attachments: “Items approved by the Authority on April 21, 2010 for Circulation to the Regional Transportation Planning Committees (RTPCs) (see item 5 for the attachment to this report), and items of interest”, the April 21, 2010 Executive Director’s Report and the March 3, 5, 11 and March 17, 2010 CCTA meeting minutes



CONTRA COSTA
transportation
authority

COMMISSIONERS

Robert Taylor,
Chair

David Durant,
Vice Chair

Janet Abelson

Newell Americh

Ed Balico

Susan Bonilla

Jim Frazier

Federal Glover

Mike Metcalf

Julie Pierce

Maria Viramontes

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 22, 2010

Re: Items approved by the Authority on April 21, 2010, for circulation to the Regional Transportation Planning Committees (RTPCs), and items of interest

At its April 21, 2010 meeting, the Authority discussed the following items, which may be of interest to the Regional Transportation Planning Committees:

1. **Amendment No. 2 to Consultant Agreement No. 230 with Nolte Associates, Inc.** *The Authority approved an amendment to the Nolte Associates, Inc. Consulting Agreement (Amendment No. 2 to Agreement No. 230) for Program Management assistance for Fiscal Years 2011 and 2012, for an amount not to exceed \$3,915,000.*
2. **NEW ITEM: State Route 4 East Widening – Somersville to SR160 (Project 3003) Request to Submit a Letter of No Prejudice (LONP) for Segment 1 Construction.** *The Authority approved Resolution 10-07-P, authorizing the submittal of a Letter of No Prejudice (LONP) to allow the Authority to use local funds to complete the construction phase of Segment 1, which would widen SR4 East from Somersville Road to G Street.*
3. **Circulation of Draft Fiscal Year (FY) 2010-11 Congestion Management Agency (CMA) Budget.** *The Fiscal Year 2010-11 CMA budget is scheduled for presentation at the May 13th Public Managers' Association (PMA) meeting. The final CMA budget will be adopted as part of the full Authority budget at the June 16th Authority Board Meeting.*
4. **Approval to Release Three Requests for Proposals.** *The Authority approved the release of Requests for Proposals on the SR-4 Corridor Study, Safe Routes to School*

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Master Plan, and On-going Technical Support for Development of the Sustainable Communities Strategy.

5. **November 2010 Ballot Measure in Contra Costa: Vehicle Registration Fee Increase to Fund Transportation Programs and Projects - Public Opinion Polling Update.** *EMC Research, Inc. gave a Powerpoint presentation on the results of the public opinion poll. The Authority approved the next steps as outlined in the presentation. (Attachment)*



INTERIM EXECUTIVE DIRECTOR'S REPORT
April 21, 2010

California Transportation Commission (CTC) Meeting: *March 22, 2010*

Amin AbuAmara attended the CTC Hearing on the 2010 STIP. Because of state funding constraints, some projects must be delayed. A coordinated regional proposal is being developed with MTC and the CMAs.

Congestion Management Association Meeting: *March 26, 2010*

Martin Engelmann represented Authority staff at the monthly meeting of the Bay Area Congestion Management Agencies, held this month in Santa Clara.

Self Help Counties' Coalition Quarterly Meeting: *April 6, 2010*

Arielle Bourgart and I attended the quarterly meeting of the Self Help Counties Coalition in Sacramento. Guests included the newly elected Speaker of the Assembly John Perez, and Brian Kelley from Senator Steinberg's office. Both gentlemen shared their views on legislative and budget reform in Sacramento.

Contra Costa Council Breakfast Meeting with Congressman Garamendi: *April 7, 2010*

Susan Miller and I attended this breakfast forum sponsored by the Contra Costa Council. Commissioner Jim Frazier was also in attendance. As part of his presentation the Congressman recognized the significant "bottlenecks" that we face in East County, and the need for additional funding.

Joint CMA-MTC Planning Committee Meeting: *April 9, 2010*

Chair Taylor and I represented the Authority at a special joint meeting of the MTC Planning Committee and the nine Congestion management Agencies. We made a PowerPoint presentation on Contra Costa priorities. There was general consensus that continued dialog among the agencies was essential as we move forward into the SB375 era. Future joint meetings will be scheduled.

BART-CALTRANS-CCTA Quarterly Coordination Meeting: *April 12, 2010*

Susan Miller attended the quarterly coordination meeting with BART General Manager Dorothy Dugger and District 4 Deputy Director Dan McElhinney. The quarterly meetings focus on coordination between the three agencies in the Route 4 corridor as we move ahead with eBART and highway construction.

Antioch City Council Briefing: *April 14, 2010*

Susan Miller made a presentation to the Antioch City Council relative to the Route 4 corridor

I-80 Central Avenue Open House: *April 14, 2010*

Along with Richmond, El Cerrito and WCCTAC, the Authority hosted an open house at El Cerrito City Hall to inform the public about the recommendations for improvements to the I-80-Central Avenue interchange. Both the print and TV media provided excellent advance publicity.

Traffic Counting Program Underway:

If you happen to see someone in an orange vest standing by an intersection, counting cars, it may be one of CCTA's many consultant technicians who were deployed across the county in April to collect traffic data for the decennial model update. Counts are being conducted at 375 intersections and on 100 roadway segments.

Block Grant “Call for Projects”:

Authority staff released project applications to local jurisdictions for \$17 million in Cycle I Regional Bicycle, TLC, and Local Streets and Roads projects. Applications are due by 5:00 p.m., Wednesday, May 5th. The application package is posted on the Authority’s website.

Office Relocation:

Randy Carlton is taking the lead in planning our move to new offices at 2999 Oak Road in July. Various contracts have been executed relative to space planning, audiovisual, communication, and IT needs.

New Executive Director:

Staff welcomed the arrival of new Executive Director, Randell Iwasaki on April 16. As the interim Executive Director, I would like to thank both staff and Commissioners for their excellent support and cooperation during the transition.



*Special Authority Board Meeting **MINUTES***

MEETING DATE: March 3, 2010 (Continued to March 5, March 11, 2010)

MEMBERS PRESENT: Robert Taylor (Chair), David Durant (Vice Chair), Janet Abelson, Newell Anerich, Ed Balico, Susan Bonilla, Jim Frazier, Federal Glover, Mike Metcalf, Julie Pierce, Maria Viramontes

STAFF PRESENT: Paul Maxwell, Interim Executive Director, Stan Taylor (Authority Counsel), Danice Rosenbohm (Executive Secretary)

MINUTES PREPARED BY: Danice Rosenbohm

- A. **CONVENE MEETING:** Chair Taylor convened the meeting at 8:52 a.m. at the Black Diamond Conference Room, Embassy Suites Hotel in Walnut Creek.
- B. **PUBLIC COMMENT:** There were no public comments on items not on the Agenda.
- C. **CLOSED SESSION:** Public employee appointment, employment, performance evaluation or dismissal pursuant to Government Code Section 54957. Title: Executive Director

The closed session was continued to 7:00 p.m. on Friday, March 5, 2010 at Scott's Seafood Restaurant, Shell Ridge Room, 1333 N. California Blvd., Walnut Creek.

*Special Authority Board Meeting **MINUTES***

MEETING DATE: March 5, 2010 (Continued from March 3, 2010)

MEMBERS PRESENT: Robert Taylor (Chair), David Durant (Vice Chair), Janet Abelson, Newell Anerich, Ed Balico, Jim Frazier, Federal Glover, Julie Pierce, Maria Viramontes

STAFF PRESENT: (staff not present)

MINUTES PREPARED BY: Danice Rosenbohm

- C. **CLOSED SESSION:** (Continuation) Public employee appointment, performance evaluation or dismissal pursuant to Government Code Section 54957. Title: Executive Director

The closed session was continued to Thursday, March 11, 2010 at Contra Costa Transportation Authority, 3478 Buskirk Ave., Suite 100, Pleasant Hill, CA 94523

*Special Authority Board Meeting **MINUTES***

MEETING DATE: **March 11, 2010** (Continued from March 5, 2010)

MEMBERS PRESENT: Robert Taylor (Chair), David Durant (Vice Chair), Janet Abelson, Ed Balico, Mike Metcalf, Julie Pierce, Maria Viramontes

STAFF PRESENT: Martin Engelmann, Randall Carlton, Stan Taylor (Authority Counsel), Danice Rosenbohm (Executive Secretary)

MINUTES PREPARED BY: Danice Rosenbohm

- A. **CONVENE MEETING:** Chair Taylor convened the meeting at 6:45 p.m.
- B. **CLOSED SESSION:** (Continuation) Public employee appointment, performance evaluation or dismissal pursuant to Government Code Section 54957. Title: Executive Director
- C. **RECONVENE IN OPEN SESSION:**
Chair Taylor reported that during the closed session, Commissioner Durant and Commissioner Pierce were appointed to a negotiating committee.
- D. **ADJOURNMENT:** to regular Authority Meeting scheduled for Wednesday, March 17th at 6:00 p.m.
The meeting was adjourned at 8:04 p.m.



Authority Board Meeting **MINUTES**

MEETING DATE: March 17, 2010

MEMBERS PRESENT: Robert Taylor (Chair), David Durant (Vice Chair), Janet Abelson, Newell Arnerich, Ed Balico, Jim Frazier, Federal Glover, Mike Metcalf, Gail Murray, Julie Pierce, Bob Simmons, Maria Viramontes

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

MINUTES PREPARED BY: Danice Rosenbohm

A. **CONVENE MEETING:** *Chair Taylor* convened the meeting at 6:03 p.m.

B. **PLEDGE OF ALLEGIANCE:**

C. **PUBLIC COMMENT:**

Dave Hudson, Councilmember from San Ramon, stated that he and Commissioner Balico had met with Congressman Garamendi regarding funding for transit while in Washington, D.C. for a conference. Councilmember Hudson said that Congressman Garamendi seemed to be receptive to the idea of funding needed for Interstate 680 to complete an effective central Contra Costa transportation plan, and suggested that the Authority follow-up with a letter.

Discussion:

Commissioner Pierce added that Congressman Garamendi also seemed supportive of funding for the Interstate 680/Highway 4 Interchange.

Commissioner Balico explained that the American Public Transportation Association Conference and the National League of Cities Conference were both held in Washington D.C. recently. He said that Congressman Garamendi was a member of the transportation subcommittee, and that both he and Congressman Miller recognized the importance of funding for transportation. Commissioner Balico thanked Councilmember Hudson for coordinating the meeting.

1.0 **APPROVAL OF MINUTES:**

Authority Minutes of February 17, 2010.

ACTION: Commissioner Pierce moved to approve the Minutes of February 17, 2010, seconded by Commissioner Balico. The motion passed unanimously, 7-0. (Commissioners Abelson, Durant, and Viramontes had not yet arrived.)

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

ACTION: Commissioner Glover moved to accept the Consent Calendar, seconded by Commissioner Arnerich. The motion passed unanimously, 7-0. (Commissioners Abelson, Durant, and Viramontes had not yet arrived.)

2.A Administration & Projects Committee:

2.A.1. Monthly Project Status Report.

2.A.2 Monthly Accounts Payable Invoice Report for January 2010. This report is a listing of disbursements by vendor. Also included are summary payroll costs.

2.A.3 Monthly Investment Report for January 2010. The Authority's Investment Policy requires this report which provides a summary of investment transactions.

2.A.4 Internal Accounting Reports for the Six Months Ended December 31, 2009. These financial reports are issued periodically to provide the Authority with an accounting of the Authority's financial position.

2.A.5 Modifications to Existing 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.6 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 acknowledgement on an annual basis.

2.A.7 State Route 4 Widening Project – Loveridge Road to SR160 (Project 1406/3003 and 1407/3001)

2.A.7.1 Cooperative Agreement with Caltrans and BART: - Staff requests authorization for the Chair to execute Cooperative Agreement No. 90.14.21 with Caltrans and the Bay Area Rapid Transit District to jointly manage and fund the Somersville Road Interchange construction project.

- 2.A.7.2 Authorization for AB1171 Bridge Toll Request.** Staff seeks authorization to submit an allocation request to MTC for \$13 million for construction of BART facilities and right of way acquisition/utility relocation work. **Resolution 10-13-P.**
- 2.A.7.3 Utility Agreement with PG&E.** Staff seeks authorization to enter into Utility Agreement No. 282 with PG&E in the amount of \$2,631,000 to relocate gas transmission facilities in conflict with the widening project.
- 2.A.8 City of Orinda - Moraga Way Rehabilitation and Improvements (Project 1625/1625SW).**
- 2.A.8.1 Peer Review of Design Plans:** A peer review committee completed review of the 65% design plans on November 19, 2009. Staff recommends approval of peer review recommendations.
- 2.A.8.2 Request for Appropriation of Measure C funds.** The City of Orinda is requesting appropriation of \$959,280 for construction and construction management. Staff recommends approval of the appropriation request. **Resolutions 10-10-P; 10-11-P.**
- 2.A.9 City of Concord – Clayton Road/Treat Boulevard/Denkinger Road Intersection Capacity Improvements. (Project 24028): Request for Appropriation.** The City of Concord is requesting an appropriation of \$154,600 for preliminary engineering/environmental planning, environmental clearance, and administration costs. **Resolution 10-12-P.**
- 2.A.10 I-80/San Pablo Dam Road (Project No. 7002) Amendment to Cooperative Agreement 07W.01 with the City of San Pablo.** Staff requests authorization to approve Amendment No. 2 to Cooperative Agreement 07W.01 with the City of San Pablo to waive the city's contribution of \$250,000 in local funds for the completion of the I-80/San Pablo Dam Road project Environmental Document. The City has incurred an equivalent amount to accommodate the project footprint in improvements to the nearby El Portal Drive.
- 2.A.11 Official Records of the Authority.**
- 2.A.11.1 Record Retention Policy (Resolution 10-06-A).** The Authority's record retention policy was last updated in 1991. The proposed revision updates the categories of documents, streamlines retention periods and differentiates between "hard" and electronic records. **Resolution 10-06-A.**

2.A.11.2 Public Records Access Policy (Resolution 91-08-A, Rev. 2). The proposed amendment addresses recent statute changes. **Resolution 91-08-A, Rev. 2.**

2.A.12 Authorize Request for Qualifications (RFQ) 10-3 for Financial Advisory Services. The Authority receives services from PFM on a wide variety of financial services, including debt financing, refinancing, cash flow analysis, bond feasibility, interest rate swap analysis, and working with bond rating agencies. The contract is due to expire and authorization is sought to issue an RFQ.

2.A.16 Office Relocation. On February 17, 2010, the Authority authorized a relocation and lease for office space at 2999 Oak Road in Walnut Creek. ***Attached is a report on the status of the lease and the total estimated cost.***

2.B Planning Committee:

2.B.1 Approval of FY 2010-11 Transportation Fund for Clean Air (TFCA) 40% 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. TFCA funds are allocated by the BAAQMD, per state legislation, to fund local programs and projects that reduce motor vehicle emissions. This year's application is due to the Air District by March 22, 2010. ***Resolution 10-08-G.***

2.B.3 Comments Received on the Proposed Measure J General Plan Amendment (GPA) Review Process. The draft Measure GPA review process was circulated to the RTPCs and local jurisdictions last December, with comments due on February 12, 2010. Staff will provide a summary of comments received, and proposed next steps for refining the process in response to comments received.

2.B.4 Discussion of the City of Pittsburg's Proposal to Withdraw from ECCRFFA. The City of Pittsburg proposes to withdraw from the East Contra Costa Regional Fee and Financing Authority (ECCRFFA), unless fee revenues collected in the City of Pittsburg are redirected toward projects that are located within the City, specifically the James Donlon Boulevard Extension project (formerly the Buchanan Road Bypass). The Measure J Growth Management Program (GMP) requires that each local jurisdiction participate in both a local and a regional mitigation program to ensure that new growth pays its share of the costs associated with that growth.

PUBLIC COMMENT – Item 2.B.4

Michael Kee, Vice Mayor from Pittsburg, stated that he wanted to provide background related to Agenda Item 2.B.4, regarding the City of Pittsburg's proposed withdrawal

from the East Contra Costa Regional Fee and Financing Authority (ECCRFFA). He stated that the City of Pittsburg ~~ECCRFFA~~ had contributed to the Regional Transportation Mitigation Fund since ECCRFFA's formation in 1994. He said that ECCRFFA was formed to provide funds for the Buchanan Bypass, but that the project had not been built. Vice Mayor Kee said that his council and constituents were frustrated by the lack of information about when the Buchanan Bypass project would be built, and that they were concerned that costly environmental work may need to be repeated if the project did not soon move forward.

Vice Mayor Kee said that the City of Pittsburg had not yet made the decision to withdraw from ECCRFFA, but that it intended to continue collection of regional fees for the benefit of projects within the City's boundaries.

DISCUSSION:

Commissioner Glover stated that TRANSPLAN would review the matter at its next meeting, and that Authority intervention prior to that review would be premature.

Because Agenda Item 2.B.4 was included for information only, several commissioners agreed that it was not necessary to remove the item from the Consent Calendar.

End of Consent Calendar

3.0 MAJOR DISCUSSION ITEMS:

None

4.0 REGULAR AGENDA ITEMS:

4.A Administration & Projects Committee:

4.A.13 Legislation. Staff will report on updates to the proposed state budget legislation. The Authority may take action on this or on any other matter related to the Authority's legislative objectives.

ACTION: (No action taken.)

DISCUSSION:

Arielle Bourgart, Director of Government and Community Relations, stated that ABX 8 6 and ABX 8 9 would result in a major restructuring of transportation funding in the State of California, and that they were based on a swap of the existing sales tax on gasoline in exchange for an increase in the excise tax on gasoline. Ms. Bourgart outlined specific changes to funding for highways and transit.

Ms. Bourgart stated that the Governor had indicated his plans to veto the legislation, due to general disagreement with the Legislature on overall spending cuts, consumer tax relief, and failure to act on the Governor's Jobs Package Bills. She said that leadership of the Legislature indicated that they still intended to pursue some version of a swap.

On the Federal front, Ms. Bourgart stated that the Senate had passed legislation extending the Federal authorization for transportation through December 2010, and which would include a \$19.5 billion transfer of general funds to the highway trust fund and a restoration of \$8.5 billion in rescission highway funding.

Representative (Alternate) Murray stated that the implications of the swap were grave, as Contra Costa's STA funding was used by AC Transit, County Connection, Tri-Delta Transit, and WestCAT for BART feeder buses.

Commissioner Balico said that Congressman Miller's Job Creation Act would provide significant funding for transportation, and that he was hopeful that the bill would pass in May.

4.A.14 FY 2009-10 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 2009-10 budget. **Resolution 09-28-A (Rev. 1).**

ACTION: Commissioner Arnerich moved to accept the FY 2009-10 Mid-Year Budget Report, seconded by Commissioner Pierce. The motion passed unanimously, 9-0. (Commissioner Durant had not yet arrived.)

DISCUSSION:

Erick Cheung, Finance Manager, gave a PowerPoint presentation on the proposed FY 2009-10 Mid-Year Budget. The presentation reported on (1) the local and national economy; (2) sales tax, grant, program, and investment income revenues; and (3) project, programs, and planning and administration expenditures.

Mr. Cheung said that while the national economy was showing signs of improvement, news on the local economy was still very grim. He stated that property values were down 7.2%, foreclosures had come down but remained high, and that Contra Costa continued to lose jobs.

He explained that while final sales tax revenues for the past holiday season would not be known until later, projected sales tax revenues had been again revised downward based on early reports.

Mr. Cheung noted that the drop in grant revenue was due to timing, and that investment return rates had dropped by 60 percent.

Mr. Cheung stated that FY 2009-10 revenue projections had been revised to \$61 million, a decrease of 5.1 % from original budget, or \$64.3 million for the prior year. He noted that the decrease was due to continued weakness in new auto sales, service stations, construction materials, and equipment sales tax revenues.

Mr. Cheung said that proposed expenditures for the FY 2009-10 Budget were reduced to \$109 million, primarily due to refinements in the timing of projects. Mr. Cheung stated that program expenditures had been adjusted in accordance with reduced sales tax revenues, and that Planning and Administration expenditures had been increased based on the proposed Vehicle Registration Fee Initiative and the upcoming relocation of Authority offices.

Mr. Cheung stated that the proposed budget revised net bond proceeds to \$191.4 million and included swap termination costs of \$11.4 for the September \$100 million interest rate swap termination which was not included in the original budget.

Mr. Cheung reported that staff continued to work on the Authority's new financial system, and planned to issue the 2010 Bonds to refinance the 2009 Bond Anticipation Notes (BANS).

Commissioner Arnerich asked for information regarding investments and cash-flow management. *Commissioner Metcalf* stated that a presentation to the APC in the near future would be very helpful.

Commissioner Pierce stated that the PowerPoint presentation was clear and concise, and that it might be helpful as a model for jurisdiction staff. She requested that the presentation be transmitted electronically to Authority members. *Chair Taylor* agreed that the report would be helpful.

4.A.15 November 2010 Ballot Measure in Contra Costa: Vehicle Registration Fee Increase to Fund Transportation Programs and Projects.

4.A.15.1 Overall Approach, Schedule and Work Plan. The passage of Senate Bill 83 authorizes the Authority to place a measure on the ballot that would increase the registration fees on motor vehicles registered within the county by up to \$10 to fund transportation programs and projects. The Authority would be required to develop an expenditure plan, and would have to demonstrate a nexus between the programs and projects being funded and the benefit to the vehicle owners

paying the fee increase. Staff will outline an approach to develop an expenditure plan for the imposition of the fee, and seek approval of an augmentation to Nolte Contract No. 230 in the amount of \$90,000 to provide supporting services including completion of a nexus study, public outreach, and technical assistance.

***ACTION:** Commissioner Viramontes moved to approve the schedule and work plan, advisory committee structure, and revenue estimate for the development of an expenditure plan and nexus analysis per SB 83, and authorize an expenditure of up to \$90,000 for related consulting services, seconded by Commissioner Arnerich. The motion passed unanimously, 10-0.*

4.A.15.2 NEW ITEM: Approval of Public Opinion Polling Consultant: In response to RFP 10-2, the Authority received 4 proposals for public opinion polling services to assess public support for the imposition of a vehicle registration fee to fund transportation projects and programs. Staff recommends entering into Contract No. 283 with EMC Research, Inc. for an amount not to exceed \$40,000.

***ACTION:** Commissioner Durant moved to authorize the Chair to execute Contract No. 283 with EMC Research, Inc. for an amount not to exceed \$40,000, seconded by Commissioner Pierce. The motion passed unanimously, 10-0.*

4.A.15.1 and 4.A.15.2 DISCUSSION:

Arielle Bourgart, Director of Government and Community Relations, stated that Senate Bill 83, which passed in 2009, gave countywide transportation planning agencies the option of imposing a vehicle registration fee within their respective counties. She said that in February the Authority directed staff to develop a proposed schedule of activities and a corresponding cost estimate for putting such a fee on the November 2010 ballot. Ms. Bourgart said that staff was also directed to poll Contra Costa voters regarding the potential ballot measure, and authorized to issue a Request for Proposal (RFP) to solicit a qualified polling firm.

Ms. Bourgart explained that the fee increase of up to \$10 dollars per vehicle would generate approximately \$8.5 million for transportation projects and programs in Contra Costa, and that the Authority would be required to develop an expenditure plan before placing the measure on the ballot. Ms. Bourgart said that while all projects and programs in the expenditure plan would have to pass a nexus test demonstrating a direct benefit to those paying the increased fee, documentation requirements were not yet clear.

Ms. Bourgart stated that the greatest challenge was the three month timeline, which allowed the Authority only until its July meeting to adopt an expenditure plan for a November 2010 ballot measure. Ms. Bourgart outlined the next steps, and emphasized the importance of simplicity and realistic expectations.

Hisham Noeimi, Engineering Manager, stated that the Authority had until August 6th to submit the ballot measure to the County Clerk, and that the proposed work plan and schedule included in the staff report outlined necessary actions at *currently scheduled* Authority meetings.

Mr. Noeimi said that the Authority would review polling results and would be asked to make a decision about whether to proceed with the November 2010 ballot measure at its April 21st meeting.

In May, Mr. Noeimi said that the Authority would be asked to approve expenditure plan options for commencement of the Nexus Study and a public workshop.

In June, the Authority would review the Draft Expenditure Plan based on the outcome of the polling done in April, the results of the public outreach, recommendations from the expenditure plan advisory committee, and draft results of the Nexus Study.

Mr. Noeimi stated that the Authority would adopt the final Expenditure Plan and Nexus Study following a Public Hearing at its July meeting.

Mr. Noeimi noted that by approving the proposed work plan and schedule, the Authority would delegate approval of the polling questions to the APC at its meeting of April 1st.

Mr. Noeimi said that staff recommended approval of the general approach, schedule and work plan, advisory committee structure, and revenue estimate for the development of an expenditure plan, nexus analysis, and measure language per SB 83, utilizing Nolte and Gray-Bowen staff available under the existing Nolte contract. Mr. Noeimi stated that approval to amend the Nolte and Associates contract would be sought in April.

Commissioner Arnerich suggested that ballot language be crafted to include the potential for bonding as an option to maintain flexibility.

Commissioner Pierce stated that it was wise to move forward with a ballot measure at this time, and that ballot measure language should be kept simple. *Representative Murray* said that she would like to see the word "transit" included.

Commissioner Metcalf asked for information about managing the advisory committee. *Hisham Noeimi* responded that staff would contact each committee member to understand their concerns in an effort to develop a proposal acceptable to all. He said that all meetings would be professionally facilitated. *Ms. Bourgart* added that the advisory committee would not meet before the polling results were known.

Commissioner Durant arrived at 6:42 p.m., before the vote was taken on 4.A.15.

Commissioner Abelson arrived at 6:47 p.m., before the vote was taken on 4.A.15.

Commissioner Viramontes arrived at 6:48 p.m., before the vote was taken on 4.A.15.

4.B Planning Committee:

4.B.2 Strategic Plan for MTC's CMA Block Grant Program for Regional Bicycle, County TLC, and Regional Streets and Roads. MTC has given the CMAs the responsibility for allocating funds for the Regional Bicycle Program, the county portion of MTC's Transportation for Livable Communities program, and the Local Streets and Roads Shortfall program through a new CMA Block Grant. In addition, CMAs are to lead the development of the new regional Safe Routes to School program. As a first step, each CMA must prepare a strategic plan, due to MTC by April 1, 2010, that outlines its approach to carrying out the block grant responsibilities. Staff has prepared a draft strategic plan for Authority review and submittal to MTC.

ACTION: Commissioner Viramontes moved to approve the proposed CMA Block Grant Strategic Plan for Contra Costa with the amendment to Criteria for Selecting Projects as suggested by staff and its submittal to MTC by April 1, 2010, seconded by *Commissioner Balico*. The motion passed unanimously, 10-0.

DISCUSSION:

Brad Beck, Senior Transportation Planner, stated that MTC had given the CMAs responsibility for allocating expected new Federal funding for the Regional Bicycle Program, the county portion of MTC's Transportation for Livable Communities (TLC) program, and the Local Streets and Roads Shortfall program through a new CMA Block Grant. In addition, he said that the CMAs were to lead the development of the new regional Safe Routes to School program. *Mr. Beck* said that as a first step, each CMA must prepare a strategic plan, due to MTC by April 1, 2010, outlining its approach for carrying out the block grant responsibilities.

Mr. Beck stated that staff was not proposing flexing of funds within the programs as allowed by MTC, but would consider shifting of funds between the TLC and Regional Bicycle Program to accommodate specific requests.

He also explained that while MTC allowed CMAs up to 4 percent for planning, Authority staff planned to use only 2 percent to prepare a countywide Safe Routes to School master plan.

Mr. Beck explained that both capital projects and TDM programs could be funded through TLC criteria, to make it more general and applicable to both types of projects. He discussed specific proposed changes to the types of projects.

Mr. Beck said that next steps were to submit the Strategic Plan as amended and release a call for projects. Project applications are due to MTC by the end of July.

Commissioner Balico said that MTC seemed to be focused on the PDAs, and asked if the Authority was following the list released by ABAG approximately one year ago. Mr. Beck responded that the Authority would be guided by the PDA list that was in effect when applications are received.

Commissioner Abelson said that project criteria scoring should reward projects that would remove barriers for bicycle and pedestrian access to transit, which prompted a brief discussion about the criteria for selecting projects.

Martin Engelmann suggested a revision to the Criteria for Selecting Projects, adding back in language which previously had been eliminated on how well the project removes barriers to pedestrian, bicycle or transit travel, including ADA accessibility.

Commissioner Metcalf said that because the grants were relatively small and many jurisdictions were already challenged by reduced staff and increased workloads, the application process should not be made more difficult.

PUBLIC COMMENT:

Olivia deBree, Contra Costa Organizer for TransForm, stated that she agreed with Commissioner Abelson that removing barriers and improving pedestrian access were important, and that she hoped that East County would receive additional TLC funding.

5.0 CORRESPONDENCE AND COMMUNICATIONS:

5.1 Letter dated February 24, 2010 from TRANSPAC RE: Corridor System Management Plans for SR4 and SR24.

6.0 ASSOCIATED COMMITTEE REPORTS:

6.1 Central County (TRANSPAC): Report of February 11, 2010

6.2 East County (TRANSPLAN): Report of February 11, 2010 (Meeting Handout if Available)

6.3 Southwest County (SWAT): Report of February 1, 2010

6.4 West County (WCCTAC): Report of February 26, 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

7.2 Commissioners' Comments and Reports

7.3 Executive Staff Comments

8.0 CALENDAR: April/May/June 2010

9.0 CLOSED SESSION: The Authority will hold a closed session regarding public employee appointment, employment, performance evaluation or dismissal pursuant to Government Code Section 54957. Title: Executive Director

9.1 PUBLIC EMPLOYEE APPOINTMENT/CONFERENCE WITH LABOR NEGOTIATORS:

Sections 54957, 54957.6

Agency designated representatives: David Durant, Julie Pierce

Title (unrepresented employee): Executive Director

10.0 RECONVENE IN OPEN SESSION:

ACTION: Commissioner Viramontes moved to approve the contract with Randell Iwasaki and his schedule of prior commitments, seconded by Commissioner Arnerich. The motion passed unanimously, 10-0.

DISCUSSION:

Commissioner Viramontes commended staff, the Authority Board, and Norm Roberts from Roberts Consulting, for their work to recruit a new Executive Director over the last few months. She said that she was very excited to have Mr. Randell Iwasaki join the Authority. A number of commissioners agreed that the reputation of Authority staff was a factor in attracting high-quality applicants and Mr. Iwasaki's decision to join the Authority.

Commissioner Arnerich stated that he hoped that the selected candidate would increase Contra Costa's visibility both regionally and nationally.

11.0 **ADJOURNMENT** to Wednesday, April 21, 2010, at 6:00 p.m.

The meeting was adjourned at 8:05 p.m. in memory of Jim Gleich, Deputy General Manager, AC Transit, to April 21, 2010 at 6:00 p.m.