

**TRANSPAC Meeting Summary Minutes**

**MEETING DATE:** April 12, 2012

**ELECTED OFFICIALS PRESENT:** Julie Pierce, Clayton (Chair); David Durant, Pleasant Hill (Vice Chair); Mark Ross, Martinez; Bill Shinn, Concord; Karen Mitchoff, Contra Costa County; Kristina Lawson, Walnut Creek

**PLANNING COMMISSIONERS PRESENT:** Bob Armstrong, Clayton; Diana Vavrek, Pleasant Hill; John Mercurio, Concord

**STAFF PRESENT:** Ray Kuzbari, Concord; Jeremy Lochirco, Walnut Creek; Eric Hu, Pleasant Hill; Tim Tucker, City of Martinez; Matt Kelly, CCTA; Steve Goetz, Contra Costa County; Lynn Overcashier, 511 Contra Costa; Corinne Dutra-Roberts, 511 Contra Costa; Kerri Bock-Willmes, 511 Contra Costa; Barbara Neustadter, TRANSPAC.

**GUESTS PRESENT:** Elaine Welch, Senior Helpline Services; Debbie Toth, Rehabilitation Services of Northern California

**MINUTES PREPARED BY:** Marilyn Geren, TRANSPAC Staff

TRANSPAC reserves the right to take formal action on any item included on this agenda, whether or not a form of resolution, motion or other indication that action will be taken is included on the agenda or attachments thereto.

Chair Pierce convened the meeting at 9:05 a.m.

1. Pledge of Allegiance/Self introductions – Completed
2. Public Comment – None

**CONSENT AGENDA**

3. Approval of the March 21, 2012 minutes – Shinn/Lawson/Unanimous

**END CONSENT AGENDA**

4. Update on 511 Contra Costa Program Activities by Lynn Overcashier, 511 Contra Costa Program Manager

Lynn Overcashier, Program Manager of 511 Contra Costa (511CC), presented an update on recent program activities. Many activities provided by 511CC are support-type activities for jurisdictions with commute alternatives. 511CC completes the TDM section of biennial Growth Management Program checklists filed by the jurisdictions. 511CC has assisted some jurisdictions in determining content for climate action plans (both in municipal and community action plans). Ms. Overcashier offered assistance to the group for more commute alternative elements or infrastructure, or some other

resource, information or implementation. Baseline information was completed for each jurisdiction on the actual participants of all TDM programs by jurisdiction. As SB375 rolls out and as greenhouse gas emission information must be validated, 511CC is able to provide the TDM element which can be inserted into the requisite reports.

511CC has assisted both Walnut Creek and Pleasant Hill with their shuttle programs, which provides trip reduction, reduces congestion, and supports businesses. 511CC works with all staff members of cities to provide TDM plans such as bike and pedestrian consultations.

Electric charging stations have been installed in Pleasant Hill and Pittsburg and have been used so much that additional stations have been requested. Secondary units can be installed at much less cost than the primary station.

Member Mitchoff inquired if private parties have contacted 511CC regarding electric charging stations at businesses like malls where there is more traffic. Ms. Overcashier responded that it is not offered to private parties, but only to jurisdictions because of liability issues. 511CC is working with the Air District in quantifying the emissions reduction number. The Air District allows funds to be used, but it has not identified how it will allocate emissions reduction from electric charging stations. As the stations become less expensive and additional funds are sought, the criteria for calculating emissions must be determined, and then it can be offered to private parties.

Member Ross advised that the Air District is concerned if the stations really work and if the emissions are really reduced. He advised that the State settled with NRG and it will be putting in \$100 million in charging stations. He suggested that TRANSPAC should be proactive in looking into the possibility of being part of that program. Ms. Overcashier commented that the issue with that program is the cost of electricity.

Ms. Overcashier advised that the 511CC website is more robust than ever, and that the bike rack and locker projects are ongoing. She encouraged participation in the programs. 511CC has assisted Contra Costa Centre with installation of a charging station, and has assisted the Transportation Authority with a new Nissan Leaf. It has also assisted City of Pleasant Hill with the lease of an electric vehicle and she invited the group to apply for similar assistance.

511CC has been active in the SchoolPool transit ticket program for Central and East Counties. Ms. Overcashier advised that the CarPool ride-matching assistance program is not utilized as much, and is more effective with private schools. 511CC has assisted Las Lomas High School with its carpool program. Some of the rules have changed regarding allowing teenagers to drive in carpools which has made the program challenging.

Education materials have been produced for Safe Routes 2 School, which will be branded as "StreetSmarts." 511CC works with 123 schools and over 96,000 students in Central and East Counties. Mostly TFCA funds are used in these programs. However in some instances Measure J funds are used when it cannot be validated that the student didn't take a bus last year. For school infrastructure, Measure J Line 21a funds for Central County are utilized. In East County some Measure J funds are used for infrastructure improvements. Weeklong bike/pedestrian safety programs utilize a combination of Line 17, Measure J, and Line 21a funds. StreetSmarts utilizes federal MTCC funds, Measure J, Line 21a, and Line 17 funds.

Based on the success of the pilot program with five middle schools in five jurisdictions, funding was received for Safe Routes 2 School for elementary, middle and high school programs. The pilot program elements included site assessments, as well as parent and school administration surveys regarding biking and walking. Bike/pedestrian safety training is offered in the P.E. programs and even if students don't have a bike, bike safety is taught by League of American Bicycle certified trainers.

The program is being branded "StreetSmarts" to project a more unified and recognizable name in Contra Costa. Another consideration for the shorter name is to provide a short URL address so that users would be able to find it. The website will be streetsmartsdiablo.com. 511CC staff is beginning to launch individual meetings with principals of the schools to gather feedback regarding the program.

The logo was presented and a handout, which is attached as Exhibit A, was distributed regarding the program. Ms. Overcashier shared that Twitter and Facebook are providing information and many people follow these sites. eLockers have been installed for bike storage. The user is charged a minimal amount for bike storage during work or school. People are charged a fee to discourage use of the facility for permanent bike storage.

Bob Armstrong inquired as to the economics of the electric charging stations: 1) the cost of the stations, 2) the cost to use the stations, and 3) if there is amortization of the actual costs built into the fee. Ms. Overcashier responded that the cost is a little over \$4,000 (the unit with the computer), and the infrastructure has been from \$3,000 - \$12,000, depending on trenching requirements. Right now, the electricity is free, and cities are waiting to determine how much the use is before making a decision to charge anyone for it.

Ms. Overcashier introduced Kerri Bock-Willmes, the Safe Routes 2 School Supervisor, who joined 511 Contra Costa in October 2011.

Chair Pierce thanked Ms. Overcashier for the presentation.

**ACTION: Report accepted**

## **5. Review of the Text of the Draft Line 20a Call for Projects**

Ms. Neustadter advised that TAC has been working on this Call for Projects since the end of last year, and recommended issuance of a Call for Projects for one fiscal year in the amount of \$288,000. Additional Line 20a funding is available, and this Call for Projects is being used as a test to determine if the application is reasonable and easy for agencies to complete effectively. The sample Cooperative Agreement distributed at the meeting (provided by CCTA Staff and its attorneys) sets the parameters of the expenditures. A short list of known entities who are eligible to apply for this fund was also distributed. The Call for Projects will be posted on TRANSPAC's website, 511CC website, and possibly the CCTA website.

Ms. Neustadter explained that in June 2011, TRANSPAC made two allocations of 21a funds – one to the City of Pleasant Hill and one to the City of Walnut Creek. Sales tax continues to accrue by category, so the \$65,000 was deducted, and the remainder has been accruing since the initiation of Measure J. The total amount of money available is \$911,922 for Line 21a type projects. The TAC recommended starting

small and the \$288,000 is one fiscal year of Measure J dollars for this particular line item. The plan is to develop an overall policy for allocating these funds. This Call for Projects buys useful time to determine how to invest the balance of the funds.

Ms. Neustadter added that many agencies are interested in operating funds and consideration should be given to multi-year allocations. This Call for Projects is a test as to whether it is a reasonable way of asking for people to submit projects. Ms. Mitchoff suggested that we call it a "pilot program." Ms. Neustadter advised that TRANSPAC and WCCTAC are the only two RTPCs who set aside this money in Measure J. WCCTAC spent much time and money to come to the conclusion that it would not do a general call. It picked five agencies, and those are the agencies that receive the funds.

Elaine Welch, Director of Senior Helpline Services, thanked the group for leaving the door open and listening to them because volunteer programs are important in helping the disabled and seniors.

**ACTION: Approved. Mitchoff/Shinn/Unanimous**

#### **6. Contracts for TRANSPAC staff services and 511 Contra Costa Oversight**

Ms. Neustadter advised that TRANSPAC contracts with her in two-year increments for TRANSPAC staff services and 511 Contra Costa oversight. The current contract expires on June 30, 2012, and TAC considered this issue and recommends an extension of the contract for one year with a consultant option for an additional year, and with a 1% increase for each year.

**ACTION: Approved. Lawson/Durant/Unanimous**

#### **7. Review of Draft 2012-2013 Budget**

Ms. Neustadter advised that this year's budget is similar to last year's budget. The budget information has been reformatted to hopefully make it easier to follow. She noted the following: 50% is divided by 6 so that each jurisdiction gets the same portion of that 50%. The second 50% is calculated on a formula that uses the return to source money percentage and applies that to the second 50% of the budget.

This year's budget was built slightly differently than in the past. The City of Pleasant Hill has made significant changes to how it handles its financials, which has a direct impact on TRANSPAC since the Administrative Assistant has been and is a City of Pleasant Hill employee. The City of Pleasant Hill has done away with step program and established wage increases instead. Part of the reason the budget is almost the same is that Marilyn Geren's salary is less than Connie Peterson, who previously held the position.

This year a TAC member requested that the budget be done early so that the jurisdictions can know what their contributions will be as soon as possible. If billing is delayed until next month or the beginning of June, there may be more rollover money, which means the amount of money requested from the jurisdictions to fund the budget can be decreased. The City of Pleasant Hill is usually the first jurisdiction to contribute its share, which allows TRANSPAC to continue to operate while waiting for other dollars from other jurisdictions. Chair Pierce added that she has suggested that the staff report be sent to City Managers to provide them with an early estimate.

Vice Chair Durant noted that the math on Line 1198 isn't correct. Ms. Neustadter suggested that there must be a code error in the spreadsheet and the error will be corrected.

**ACTION: Approved with correction of Line 1198. Mitchoff/Durant/Unanimous**

**8. The 2010-2011 Conditions of Compliance Report Was Circulated for Comments on March 6, 2012 with a request for comments by March 16, 2012**

Ms. Neustadter advised that the purpose of the Conditions of Compliance Report is to make it easier for jurisdictions to file their compliance checklists for Measure J return to source money. TAC has reviewed the report, made minor corrections, and it is presented to for information purposes.

**ACTION: Information Received**

**9. 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)**

Chair Pierce reported on the Administration and Projects Committee, in particular the RFQ for CCTA Program/Project Management services. APC will meet on April 13 to assess these applications received as a result of a Call for Projects.

She continued to give a report on legislation in Sacramento: AB 1532 (California's Cap and Trade Program) update. AB441 (Monning Bill) is a proposal that CTC include the addition of health issues and health equity component to the Regional Transportation Plan (RTP). AB 57 (Jim Bell) to amend the number of seats on MTC to add permanent seats for Alameda and Santa Clara (Oakland and San Jose). San Francisco objected to this bill, because it believed it deserved an extra seat. The latest proposal is that San Francisco be given a BCDC seat on MTC. SB 878 is Mark DeSaulnier's bill to develop new multi-agency policies and guidelines relative to the sustainable community strategy. It is proposed that the Joint Policy Committee become an agency to watch out for conflicts among different agencies. It would amend Tom Torlakson's bill that created the agency to restructure it. AB2173 (Skinner bill) which modifies existing law pertaining to MTC's authorization to impose a gasoline tax with two-thirds approval. This would allow MTC to pick and choose and place a gas tax measure on the ballot in one or more Bay Area counties rather than in the entire region. Chair Pierce advised that she inquired of MTC staff if there was a possibility that everyone is allowed to participate and it only applies in the counties where it passes, and she was told that approach was not legally possible. There was a suggestion that it be looked at more carefully and that legislation might be considered to resolve it. SB 1102, another bill by Mark DeSaulnier, requires Caltrans to report on the difference between the original CTC funding allocation for a given project, and the actual construction capital and support costs for those projects. It is purported to be a better way to track the actual costs.

The annual salary and benefits review recommendation from the Administration Committee was to increase the salary ranges by 4.4%, consistent with the changes in the CPI for 2010-2011. There have been no increases in the last few years. It was also suggested that restructuring of the staff positions: re-establish the senior engineer position, and to add a 3-5 limited term senior engineers to the staff to handle some of the projects which will be coming up from Caltrans.

Chair Pierce also reported that regarding the issue of the MTC building at 390 Main Street in San Francisco. ABAG is in dialogue with MTC but nothing will happen until September. By that time the auditor's report will be released. The bill by Mark DeSaulnier was to slow down additional money being spent until the auditor's report was released which is due in June. MTC has already spent the money on the architects and the contractors to start work on the building, so nothing else is needed. Mark Ross reported that the building has appreciated in value already. The access issue for the public is being discussed.

Member Durant reported on the Planning Committee Meeting. Lifeline Transportation Program Cycle 3 draft got passed along, the circulation of the draft's fiscal year CMA budgets was passed along. The real-time rideshare pilot program was approved, entering into two agreements with Novavia and its affiliated entity. This is a cell-phone based ridesharing program. There has been some discussion on safety and liability of the program, but statistics have shown that it is a safe program. The Committee also discussed the authorization of an SHRP2 grant application for research about environmental modeling on the SR239 corridor, and there was also a discussion about SB 375.

**ACTION: Reports received**

#### **10. SB 375/SCS Report by Martin Engelmann, CCTA Deputy Executive Director, Planning**

In the absence of Martin Engelmann, Matt Kelly presented the report from CCTA. Regarding the SB375 update, tomorrow the CCTA will be looking at the transportation network. Regarding the Jobs Housing Connection, last month the preferred scenario was introduced and now there are multiple scenarios. Currently ABAG is asking for comments from local jurisdictions in the form of an online survey, and CCTA is posting google-earth based sites on its website that show the comparison of the alternatives and show the growth rates for each scenario. Tomorrow at the Administrative and Planning Committee Joint Meeting the transportation network, along with the land-use scenario will be introduced. The preferred alternative will be introduced in May. Following that, the testing of the scenarios will occur, and the initial vision scenario will be compared against the preferred scenario. The EIR will come out in the fall.

Chair Pierce added that she has asked ABAG to look at the historic pattern of growth assignments and the growth between the 99-06 RIHNA cycle, the 07-13 cycle, and what is projected for the 14-22 cycle. The historic pattern is helpful to see if you look at all three cycles. The 07-13 cycle hasn't shown a lot of building of housing, so most of the numbers assigned for 07-13 will end up rolling over into the new cycle. In reviewing the 40-year projection in the SCS, one must look back at what has already been done and how the demographics have changed.

**ACTION: Report received**

#### **11. 511 Contra Costa and TRANSPAC Staff Report**

Corinne Dutra-Roberts reported that Bike to Work Day is May 10, 2012.

Barbara Neustadter advised that there was a glitch in the programming of CC-TLC funds and it has been resolved.

**ACTION: Report received**

**12. TAC Reports by Jurisdiction**

Martinez – Tim Tucker reported that the City is moving ahead on the Court Street Overcrossing. There is a public workshop tentatively scheduled for May 10, 2012

**ACTION:** Information received

**13. Correspondence/Copies/Newsclips/Information**

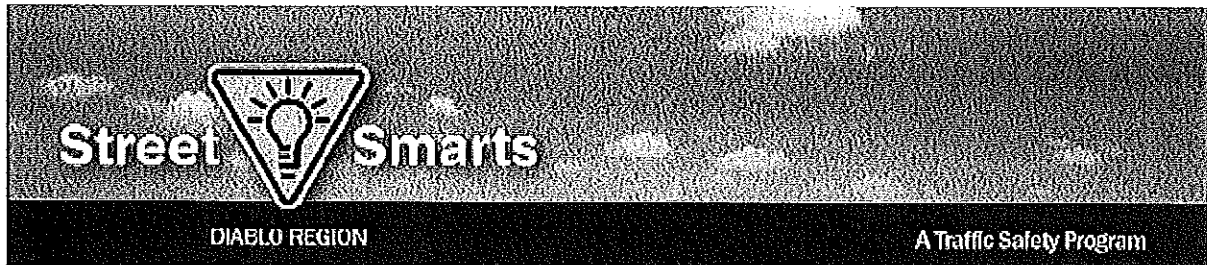
**ACTION:** Information received

**14. For the Good of the Order**

Barbara Neustadter advised that the Acronym Decoder Ring has been updated on the TRANSPAC website.

**ACTION:** None required

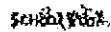
**15. The meeting was adjourned at 10:30 a.m. The next meeting is scheduled for May 10, 2012, at 9:00 a.m. in the City of Pleasant Hill Community Room, unless otherwise determined.**



### Superintendent Meetings

District	Superintendent	Superintendent Meeting	District Principal Meeting
Acalanes Union High	Dr. John Nickerson	None (Las Lomas High only)	
Antioch Unified	Dr. Donald Gill & Stephanie Anello (Asst. Superintendent, Educational Services)	3/13/12	
Brentwood Union	Jan Steed- Director of Student Services	3/19/12	
Byron Union	Ken Jacopetti	4/10/12	5/8/12
Knightesen Elementary	Theresa Estrada	4/2/12	
Liberty Union High	Eric Volta	3/19/12	
Martinez Unified	Rami Muth	TBD	
Mountain House Elementary	Board of Trustees	None (not interested in receiving programs)	
Mt. Diablo Unified	Dr. Steven Lawrence	3/1/12	
Oakley Union Elementary	Dr. Rick Rogers	3/26/12	4/10/12
Pittsburg Unified	Linda Rondeau	4/9/12	
Walnut Creek	Dr. Patricia Wool	4/18/12	

Updated 4/12/12



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Street Smarts is brought to you by BCI Contra Costa in cooperation with Antioch • Brentwood • Clayton • Concord • Martinez • Oakley • Pittsburg • Pleasant Hill • Walnut Creek • and various Lakeside/Contra Costa Fair Districts' School

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EXHIBIT "A"