

TRANSPAC

Meeting Notice and Agenda

THURSDAY, APRIL 21, 2011

*****PLEASE NOTE DATE CHANGE*****

9:00 AM – 11:30 AM

Pleasant Hill City Hall – Community Room
100 Gregory Lane, Pleasant Hill

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.

1. **Meeting Opening: Pledge of Allegiance/Self-Introductions**
2. **Public Comment:** At this time, the public is welcome to address TRANSPAC on any item not on this agenda. Please complete a speaker card and hand it to a member of the staff. Please begin by stating your name and address and indicate whether you are speaking for yourself or an organization. Please keep your comments brief. In fairness to others, please avoid repeating comments.

Consent Items

3. **Approval of March 10, 2011 TRANSPAC minutes (Attachment)**

End Consent Agenda

4. **Presentation/discussion on the SR4/I-680 Interchange project with Ray Kuzbari, Transportation Manager, City of Concord**

TRANSPAC may recall that CCTA completed a preliminary phasing plan for the interchange in the 2008 Strategic Plan. Phase 3, the "missing third lane", was reviewed as part of the "sooner/cheaper" analysis completed in 2009 at the request of TRANSPAC. Please see the Attachments for excerpts from the May 14, 2009 TRANSPAC agenda.

At its March 24, 2011 meeting, the TRANSPAC TAC supported moving forward with the analysis proposed by Ray Kuzbari.

Attachments: "Proposal to Conduct Focused review of SR4 Third EB Lane" by Ray Kuzbari; CCTA 2008 Strategic Plan Fact Sheet for the I-680/SR4 Interchange Improvements includes standard phasing for interchange reconstruction; May 14, 2009 TRANSPAC agenda staff report for the URS presentation on a "sooner/cheaper" Interim Phase III improvements (the "missing" lane)

ACTION: Receive report, approve TAC recommendation and/or as determined

5a. Report on the RTP Outreach (SCS) for the Bay Area and an update on SB 375 Implementation presented by Martin Engelmann, CCTA Deputy Executive Director, Planning

Attachments under item 5 in the packet: CCTA "postcard" used as part of the Public Outreach Plan for the 2013 RTP/SCS to invite public participation in the RTP at RTPC and CCTA meetings in April; "Update on SB 375" report, April 6, 2011

ACTION: Receive report and/or as determined

5b. Presentation on the Regional Transportation Plan (RTP) by Hisham Noeimi, CCTA Engineering Manager

The Metropolitan Transportation Commission issued a "Call for Projects" for the 2013 Regional Transportation Plan (RTP) in February 2011. CCTA staff has been assisting the RTPCs, transit operators, Caltrans and the Water Emergency Transit Authority (WETA) to update the three project lists that comprise the core of the RTP. The Committed Project list is for locally funded projects, the Financially Constrained list is for projects seeking Federal and State funding and the Vision list for future projects and project phases that are not yet ready to be programmed for funding.

Any project that impacts air quality, the capacity of the transportation system or is expected to require a National Environmental Policy Act (NEPA) clearance must be included on either the Committed or Financially Constrained List.

Attachments under item 5 in the packet: April 6, 2011 CCTA Planning Committee staff report "2013 Regional Transportation Plan Call for Projects"

ACTION: As determined

5c. Review of TRANSPAC Jurisdiction Updates for the Committed, Financially Constrained and Vision Project lists for the 2013 Regional Transportation Plan (RTP)/Sustainable Communities Strategy (SCS) By the TRANSPAC Manager

The attached lists include the updated cost, fund sources, and funding needs for projects on the Committed, Financially Constrained and Vision RTP lists. The update is focused on projects that could begin in the next 4-7 years as top priority and only projects that impact capacity need to be listed separately in the RTP.

Please note the following general information. While WETA is a Direct Submitter for Committed List project #230612, both TRANSPAN and TRANSPAC were requested to add this project to their respective lists by CCTA staff, please note that there was no provision to split the cost.

CCTA staff updated Projects 21205 and 22353 on the Financially Constrained list. These changes have a white background. All changes in Gray were recorded by TRANSPAC. Please note that TRANSPAC staff input the BART projects for SWAT, TRANSPAN and WCCTAC and these additions have a gray background as well. Each RTPC is seeking comments on its own lists. The Financially Constrained List is within the allowable 5%

increase for STP/TE (Surface Transportation Program/Transportation Enhancement Activities) funds and is considered to have met the CCTA's required target amount.

On the Vision List, please note the two SR 4 projects proposed by the City of Concord and discussed by Ray Kuzbari as part of his presentation. Please also note the Caltrans project added to the Vision List by the TRANSPAC Manager as a result of a lengthy discussion at the March 24, 2011 TAC meeting and a TAC e-mail dialogue after that meeting.

Attachments under item 5 in the packet: The following updated 2013 RTP project lists are attached for review/revision: Committed List of Projects, Financially Constrained List of Projects, and Vision Project List. Please see the color code information listed under item 5c.

ACTION: Approve the TRANSPAC TAC recommended RTP Lists for submission to CCTA and/or as determined

6. Presentation/Discussion of the CCTA's Proposed Guidelines for both the Measure J Transportation for Livable Communities and the Pedestrian, Bicycle and Trail Facilities (PBTF) Proposed Guidelines by Brad Beck, CCTA Senior Transportation Planner

The TRANSPAC TAC reviewed the proposed guidelines for the CC-TLC (TRANSPAC - \$29 million) and PBTF (TRANSPAC - \$2.5 million) at its March 24, 2011 meeting. Prior to the TRANSPAC TAC meeting, the TRANSPAC Manager was contacted by a SWAT TAC member who had been requested to convey that TAC's concerns with the proposed guidelines for the CC-TLC Program. These concerns regarding scoring, application content and minimum requests were conveyed to the TRANSPAC TAC.

TRANSPAC TAC offers the following comments which are consistent with the SWAT TAC discussion on these programs and comments reflected in the letter to CCTA from Amy Worth, SWAT TAC Chair.

SWAT comment letters are attached. The TRANSPAC TAC reviewed the SWAT TAC comments and had no objections. The attached SWAT comments are more detailed than the TAC letters. An issue is on Page 6 of the March 18, 2011 Draft Guidelines for the Measure J TLC Program. The word "Scoring" is used as paragraph header while the paragraph text refers to "review and ranking" on how the proposed projects would help realize the six goals of the CC-TLC program (see the referenced memo).

As part of its discussion regarding the SWAT TAC comments and its own review, the TRANSPAC TAC suggests:

- a) Removing the referenced "Scoring" header and rely on the word "Ranking".
- b) RTPCs may be relied upon to exercise care and judgment in choosing projects for TLC projects that meet the program's criteria;
- c) The current CCTA Peer Review Process should be used for these projects;
- d) Applicants need to pay close attention to proposed schedules to ensure timely progress on the project and drawdown of funds;
- e) CCTA funding resolutions may be used as monitors of timely use of these funds;

- f) The Program Guidelines may be revised after the first and/or subsequent funding cycles.
- g) CC-TLC funds may fund (see page 4 of the Program Guidelines) "Plans", "Preliminary Engineering and Design" as well as "Design, development and construction of Projects". The project or requested phases require a local match which may be funded in whole or in part with staff time provided by the sponsor agency or agencies. The same is true for PBTF projects

Attachments: SWAT comment letters on the CC-TLC and PBTF; March 2, 2011 Planning Committee action report to CCTA on the proposed guidelines for the Measure J Transportation for Livable Communities and Pedestrian , Bicycle and Trail Facilities Programs; CCTA March 18, 2011 Memo from Randell H. Iwasaki, CCTA Executive Director, "Release of Draft Guidelines for the Measure J TLC Program"; the following Measure J excerpts: "Pedestrian Bicycle and Trail Facilities Program"; "Transportation for Livable Communities Project Grants" and "Summary of the Contra Costa Transportation for Livable Communities Program"

ACTION: Forward TAC and any additional comments to CCTA and/or as determined

7. Presentation on the Safe Routes to School (SR2S) Program by Brad Beck, CCTA Senior Transportation Planner; Review of Staff discussion items by the TRANSPAC Manager and the TDM Program Manager

As part of its Climate Initiatives Program, MTC has established a SR2S program funded in Contra Costa through a Congestion Mitigation and Air Quality (CMAQ) Improvement Program allocation of \$2.47 million programmed for FY 2011-12. The fiscal year allocation dictates that the funds be obligated by February 1, 2012. TRANSPAC's share of these funds is \$683,500 and its local share requirement is \$78,397. Obligation of federal funds means that a project has received a federal commitment for reimbursement and does not necessarily mean that the project was initiated or completed in that year or indicates the cost of the project.

The CCTA is responsible for the allocation of these funds and has worked with the SR2S Task Force, the TDM/511 Contra Costa Program Managers and the RTPC Managers on a variety of SR2S issues. At its meeting on March 28, 2011 there was general agreement on the following issues regarding the use of federal funds:

- a) The Task Force and RTPC Managers have recommended a 50% population and 50% school enrollment allocation formula; and
- b) Seek the revision of the project threshold amount from a \$500,000 per jurisdiction allocation to \$250,000 per jurisdiction allocation and, if possible, to "bundle" small projects together using a single project sponsor to meet the threshold requirements.

CMAQ funds are federal funds governed by the federal project process which is considered to be cumbersome for smaller jurisdictions. At the March 28, 2011 meeting, a proposal was drafted which proposed the exchange of CMAQ federal funds for Measure J funds which enjoy a less difficult approval and allocation process. This is commonly referred to as changing the "color of money". Unfortunately this proposal proved to be unworkable.

On April 13, 2011, the CCTA staff convened a meeting of RTPC and TDM Program Managers as well as CCTA projects staff and engineering staff from some local jurisdictions in an effort to craft an approach that would work for each of the RTPCs.

Key to this discussion is that if the CMAQ funds are used for programs rather than projects, the federal process is less burdensome. Also key is that the CMAQ funds and the Measure J funds discussed in this staff report are not programmatically interrelated. Please note that in a more perfect world, the federal funds would be used for the sidewalk gap closure projects.

This proposal requests using federal monies for school programs because the funds are difficult to effectively use for school capital projects. Funding for school projects, especially sidewalk gap closures, would then be funded with \$683,500 in Measure J funds which can be allocated with TRANSPAC approval from an existing capital Measure J category. Use of the CC-TLC category is the current idea; however, that may change by the time of this TRANSPAC meeting.

All of the RTPC and TDM Program Managers are interested in the completion of sidewalk gap closure projects near schools. Capital projects require a sponsor to complete the federal process and obtain an E76, which is formally called an "Authorization to Proceed". This is the federal authorization of funds to establish the reimbursement date for a phase of work. A separate E-76 request is required for preliminary engineering (PE), right of way, utility relocation, and construction phases if federal funds are to be used in that phase of work; in addition, the capital projects must be under contract by April 30, 2012. This is a very tight schedule which is considered by those familiar with the federal process to be basically impossible to achieve. In addition, the gap closure projects are usually small and do not warrant a large investment of staff time necessary to complete the federal process.

The process to obtain CMAQ funds for programs also requires an E-76 and a local share; however, the overall process is less burdensome and can be accomplished in less time. The downside to this approach is that no additional capital benefit is derived for sidewalk gap closures, so the idea is to use additional Measure J funds for gap closure projects and to cover the cost of the required local share contribution (\$78,397) for the CMAQ funds to be used for programs.

West County is the only RTPC with an opportunity to exchange CMAQ funds for local dollars in a Contra Costa County federalized project. However, at this juncture, the WCCTAC Manager would like to retain the option to use the CMAQ funds for TDM programs and to use Measure J funds for gap closure projects.

Please note that these ideas have not been circulated and most RTPCs and TACs have not had an opportunity to review/discuss this proposal.

An expanded SR2S Task Force plans to meet again on April 18, 2011 in preparation for the CCTA Board meeting on April 20, 2011. The TRANSPAC and 511 Contra Costa Managers will provide an oral report on the most current discussions and issues.

Attachments: SWAT comment letter; April 6, 2011 CCTA Planning Committee Staff Report re: Contra Costa Safe Routes to School Program and Approach to Allocating Funds form MTC; March 22, 2011 Memo from Randell H. Iwasaki, CCTA Executive Director re:

Notice of "Forthcoming Call for Projects for Safe Routes to School Funding"; March 2, 2011 CCTA Planning Committee Staff Report requesting authorization to issue the notice in the March 22, 2011 memo, to convene the RTPC Managers and TDM Program Managers to craft options for allocation of the available funds and general background information on the SR2S

ACTION: Accept/revise recommendations a and b, review/accept/revise the approach described, forward comments to CCTA and/or as determined

8. Allocation Request for TRANSPAC Measure J School Access funds (Measure J line 21a) presented by Lynn Overcashier, 511 Program Manager

The 511 Contra Costa Manager is requesting allocation of Measure J School Access Funds to implement Central County school-based programs and projects detailed in the attachment. Please note that as of packet preparation, a local match for federal CMAQ funds discussed in item 7 is expected to be required. The TRANSPAC TAC reviewed this request at its March 24, 2011 meeting.

Attachment: Allocation request from the 511 Contra Costa Program Managers. The TRANSPAC TAC reviewed this request at its March 24, 2011 meeting as well as a revision via e-mail sent subsequent to the TAC meeting and had no objections.

ACTION: Approve the 511 Contra Costa Program Manager's allocation request and/or as determined

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)

Attachments:

- Items approved by the Authority on March 16, 2011 for Circulation to the Regional Transportation Planning Committees (RTPCs), and items of interest;
- March 16, 2011 CCTA Executive Director's Report;
- February 16, 2011 CCTA meeting minutes

ACTION: As determined

10. 511 Contra Costa and TRANSPAC Staff Reports

511 Contra Costa: Oral report

TRANSPAC Report: Oral report

ACTION: Receive reports and/or as determined

11. TAC Reports by Jurisdiction: Clayton, Concord, Martinez, Pleasant Hill, Walnut Creek and Contra Costa County

Attachment: Excerpt from the April 7, 2011 CCTA Administration and Projects Committee Staff Report: Cities of Pleasant Hill and Walnut Creek – Geary Road Improvements, Phase 3 (Project 24007): Request for Appropriation of Measure J funds for Environmental Studies and Design

ACTION: As determined

12. Correspondence/Copies/Newsclips/Information:

Attachments:

- April 5, 2011 Board of Supervisors Chair Gayle Uilkema letter to Assemblywoman Nancy Skinner re: AB 710
- April 2, 2011 The Examiner, "SamTrans close to disappearing"
- March 30, 2011 "Queen of the Road: Solo hybrid drivers banned from the carpool lane" (7/1/11)
- March 25, 2011 WCCTAC meeting status letter to CCTA;
- March 18, 2011 City of Concord letter to Assemblywoman Bonilla re: AB 710;
- March 16, 2011 TRANSPLAN March 10, 2011 meeting status letter;
- March 14, 2011 TRANSPAC meeting status letter to CCTA;
- County Connection: Fixed Route Operating Report for February 2011; LINK Monthly Operating Report for February 2011;
- CCTA March 2011 Project Status Report;
- February 7, 2011 Time Magazine Traffic Gem - match the first page color section with the second page color section at the centerline to get the full view.

ACTION: As Determined

13. For the Good of the Order

- 14. Next meeting Date:** The next meeting is scheduled for May 12, 2011 at 9 a.m. in the Community Room at Pleasant Hill City Hall. Mike Wright, Project Director, City of Concord Naval Weapons Station project will provide an update.

15. Adjournment



3. Minutes: Approval of March 10, 2011 TRANSPAC minutes

TRANSPAC Meeting Summary Minutes**MEETING DATE:** March 10, 2011**ELECTED OFFICIALS PRESENT:** Bill Shinn (Chair), Kristina Lawson, Walnut Creek; Mark Ross, Martinez; David Durant, Pleasant Hill; Julie Pierce, Clayton; Karen Mitchoff, Contra Costa County**PLANNING COMMISSIONERS PRESENT:** Bob Armstrong, Clayton; Diana Vavrek, Pleasant Hill**STAFF PRESENT:** Eric Hu, Pleasant Hill; Martin Engelmann, Amin AbuAmara, CCTA; Ray Kuzbari, Concord; Tim Tucker, Martinez; Jeremy Lochirco, Walnut Creek; Corinne Dutra-Roberts, 511 Contra Costa; Barbara Neustadter, TRANSPAC; Randy Iwasaki, CCTA**MINUTES PREPARED BY:** C. L. Peterson, TRANSPAC Staff

Chair Shinn convened the meeting at 9:03 a.m.

Pledge of Allegiance/Self introductions – Completed

Public Comment – Member Pierce made a motion to add Assembly Bill 710 to the agenda as an emergency item for discussion. Item to be heard after Item 7. **Pierce/Mitchoff/unanimous****Consent Agenda**

3. Approval of January 31, 2011 TRANSPAC minutes
4. Approval of February 10, 2011 TRANSPAC minutes

Action: Approved the consent agenda. **Pierce/Durant/Unanimous****End Consent Agenda**

5. **Report on the Development of a Sustainable Communities Strategy (SCS) for the Bay Area and an update on SB 375 Implementation presented by Martin Engelmann, CCTA Deputy Executive Director, Planning**

Martin Engelmann presented an update on SB 375. He reported that ABAG and MTC have been working on implementation of SB 375 and are on the verge of developing the Initial Vision Scenario (IVS) of the SCS. The SCS must meet the targets that have been adopted for reducing greenhouse gas (GHG) emissions—7% by 2020 and 15% by 2035. SB 375 also requires that enough housing is provided to accommodate the region's population including commuters from the Central Valley. ABAG and MTC are responsible for preparing an achievable land use/transportation plan that meets the targets. In addition, the SCS must be

consistent with the other three Regional Transportation Plan (RTP) elements (the policy element, financial element and action element). The eight-year Regional Housing Needs Assessment (RHNA) allocation process will be driven by the 25-year SCS housing forecast.

ABAG recently completed its Draft Projections 2011, the latest job and housing forecast for the Bay Area. Projections 2011 provides a recession update to Projections 2009, and the major change is that Projections 2011 reduces the number of jobs in the Bay Area from 5.1 million to 4.4 million. Mr. Engelmann noted that Projections 2011 is considered a current regional plans alternative and will not be published as Projections 2011. ABAG will release the first SCS draft of the IVS on March 11. Simultaneously, MTC is initiating a "Call for Projects" and is asking for the Congestion Management Agencies (CMA) to provide input on the projects that they want included in the RTP. More detailed SCS scenarios and RHNA methodology will be developed in the spring and finalized and adopted in the fall.

In the last presentation on SB 375, Mr. Engelmann discussed how Transportation Demand Management (TDM), road pricing and land use all have an effect on GHG emissions. The focus of the SCS now will be on land use projections. Over the past decade, projections have gone from a market-based to a policy-based approach. In 2009, a focused-future approach with smart growth showed a 4% reduction, however, this projection also included a robust jobs forecast and did not account for the recession. Late last year MTC changed its model from a trip-based to a tour-based model. Projections 2009 was run again with the new model resulting in a gain of three points, or, a total gain of seven points with the new projections and the new model. Running the new model on Projections 2011 gets us to 10.6% rounded to up to 11%.

Mr. Engelmann presented a slide depicting what Contra Costa's SCS will look like, with color-coded place types by census tract. The IVS uses a constrained transportation forecast, unchanged employment from the Projections 2011 forecast and assumes more robust housing. He noted that ABAG is now using a "shift share" employment forecast that assumes the Bay Area will absorb 2.55% of the nation's employment.

Bob Armstrong asked to clarify if the figure that was given at the last meeting was 10% or 11%. Mr. Engelmann said it was rounding up of the number 10.6%.

Ms. Neustadter asked if it's been determined how long it will take to absorb all the vacant units in the Bay Area. Member Pierce said that the Housing Methodology Committee is looking into this. This Committee will also review new Census data which will provide new information about headship rates and how household patterns have shifted over the last decade, taking into account factors such as retirement, combining of households, as well as the foreclosure inventory.

In the discussion that followed, Mr. Armstrong asked if ABAG was getting information from the banks about the number of foreclosures the banks own. Member Pierce confirmed that they do have those figures. Member Ross was optimistic that the cycle of foreclosures will end, jobs will come back and people will move back into houses, but may face more

difficulty with financing than before. Diana Vavrek asked what assumption underlies the projected job growth, given that job numbers are now at 1990s levels. Mr. Engelmann answered that the job growth projections are based on job growth nationwide. The Department of Commerce provides these numbers and ABAG assumes that 2.55% of the jobs will come to the Bay Area. It is not yet known how ABAG will distribute them. Member Pierce noted that the Housing Methodology Committee was considering whether it can count vacant foreclosed property as new affordable housing units in the projections.

Chair Shinn asked Ms. Neustadter if she would arrange for a speaker from the Contra Costa Association of Realtors to come at a future date to talk about housing.

Mr. Armstrong asked if the percentage used in the assumptions for employment could be decreased to see what it looks like with more realistic increase in the employer number such as 1.9%. Mr. Engelmann said that is possible as other percentages have been run in the analysis, but ABAG has chosen to use 2.55%. Mr. Armstrong said that they are being asked to make decisions on assumptions that they know are not right.

Mr. Engelmann concluded his presentation with information about the Public Outreach Plan. He said that as CMA for Contra Costa, the Authority is responsible for providing opportunities for public input on the RTP "Call for projects". The Authority is embarking on a public outreach effort that includes notification and involvement of Non-Governmental Organizations (NGOs) and low income communities of concern. The Public Outreach Plan will use a number of forums to provide information and will rely on the participation of the RTPCs. The effort will involve distribution of information and notices electronically. The Authority's website will be used extensively to circulate information. Public meetings will be video recorded for broadcast on television and for posting on the Authority's website.

Action: Reports received

6. The 2013 Regional Transportation Plan (RTP) "Call for Projects" presented by Jack Hall, CCTA Transportation Analyst, Projects

Amin AbuAmara, Associate Transportation Engineer, filled in for Jack Hall (called to handle another assignment) in presenting information on the RTP "Call for Projects". The RTP is a comprehensive 25-year plan for transportation projects in the Bay Area and is updated by MTC every four years. Completion of the new RTP is scheduled for 2013.

Mr. AbuAmara described the three categories for developing the project list: Committed, Financially Constrained, and Vision. The CMAs are to coordinate project submittals in their counties and staff will work with project sponsors, RTPCs and transit operators to input projects into MTC's online database. Authority staff presented the "Call for Projects" to the TAC last month and requested that it update and prioritize the lists. Transit operators are asked to coordinate their recommendations with the affected RTPC. The Authority needs the lists from RTPCs by April 14 in order to get Board approval and allow time for staff to

assist proponents in entering their projects into the 9 database. The lists will be submitted to MTC on April 29.

Ms. Neustadter added that the TAC will be working on this at its March 24 meeting and will have a draft list for [approval?] at its next meeting TRANSPAC to meet the Authority's schedule.

Action: Receive report and/or as determined

7. Appointments of TRANSPAC Technical Coordinating Committee (TCC) representatives for the March 2011 to March 2013 term

Action: Appointed Eric Hu, Ray Kuzbari and Tim Tucker as TRANSPAC TCC representatives and John Greitzer as the alternate for the March 2011 to March 2013 term.

Ross/Pierce/Unanimous

EMERGENCY ITEM – Discussion of Assembly Bill 710

Member Pierce distributed a copy of Assembly Bill 710, introduced by Assembly Member Skinner. This bill had just come to her attention and she had concerns that it might be moving too quickly delay discussion until the next meeting. She brought attention to the language that states: "This bill would also prohibit a city or county from requiring more than one parking space per residential unit and more than one parking space per 1,000 square feet of commercial or other nonresidential space for a residential or mixed-use residential project located in a transit intensive area, as defined, or subject to an adopted downtown area plan, an adopted neighborhood plan, or an adopted redevelopment project area." The last phrases create chaos in planning. She went on to say that this language takes away all local control, and while it might work in downtown San Francisco, it doesn't work in the suburbs where people need cars to get to transit. Member Pierce called for formal opposition to this bill as it sets unrealistic standards.

Member Mitchoff said that while she doesn't have a problem opposing this bill, it would be preferable to first contact Assembly Member Skinner's staff to determine what the genesis of this bill is. Member Ross said bills are often introduced and then get trimmed back. Member Pierce wasn't sure that we can count on it getting trimmed back. Member Mitchoff pointed out the phrase "...located in a transit intensive area, as defined," and wondered if this gives some kind of protection. Member Durant said the real concern is the phrase that follows which is remarkably broad, and we need more background and information. Member Pierce said that we should send a letter that says we have grave concerns over the impact of this language on some of our downtowns and some of our suburban transportation centers. Ray Kuzbari agreed that these numbers are unrealistic because people need access to transit centers and residential development needs parking. Jeremy Lochirco wanted to know if this could impact or preclude a city from assessing parking impact fees for building public parking garages. Member Pierce expressed concern that this

could limit parking spaces in residential units as well, which could be a problem in the suburbs.

Action: Chair Shinn asked Barbara Neustadter to contact Ann Grodin in Assembly Member Skinner's office to get more information on SB 710. Local jurisdictions should consider the proposed legislation and transmit their comments to Assembly Member Skinner, with copies to the TRANSPAC Manager to be discussed at the next meeting.

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)

Administration and Projects Committee (APC) meeting

Member Pierce reported that she was elected APC Chair for this term. The APC received numerous reports, including a legislative report on a bill sponsored by Buchanan concerning Vasco Road. The APC considered mid-year budget adjustments. A new auditor has been selected for the next five year term. The State budget was discussed, and staff received approval to submit a Letter of No Prejudice (CAB608) to expend Measure J funds on SR4 from Somersville Road to 160, which will enable reimbursement later. Approval was given for an RFQ for services to perform the Authority's periodic study of salary and benefits.

Planning Committee (PC) meeting

Member Durant reported that the PC elected Janet Abelson as Chair and Don Tatzin as Vice Chair. It discussed the proposed Public Outreach Plan for the 2013 RTP/SCS. It approved the 2011-12 TFCA 40% Expenditure Plan. The PC discussed Draft Guidelines for the Measure J Transportation for Livable Communities and Pedestrian Bicycle and Trail Facilities Program. The PC also discussed the initial approach for allocating funding \$2.47M in SR2S funds from MTC. The PC also received an update on SB 375.

Action: Received reports

9. 511 Contra Costa and TRANSPAC Staff Reports

511 Contra Costa: Corinne Dutra-Roberts reported that the first "Peace on the Streets: Ride On" school bicycle/pedestrian safety program recently took place in Clayton. Member Mitchoff asked what the name of the program means, and Ms. Dutra Roberts explained that it represents sharing the streets among cars, bicyclists and pedestrians. Last week Clayton's Diablo View Middle School was the first school to participate in this week-long event. Included in the program were: bicycle safety training by the League of American Bicyclists, a bike rodeo, a parent outreach group, a challenge to use commute alternatives, and an assembly featuring a bicycle stunt team. The program will be conducted at Walnut Creek Intermediate in two weeks, with future events planned for Pleasant Hill, Martinez and Concord. Ms. Dutra-Roberts noted that the program must be customized for each school.

Member Pierce commended 511 Contra Costa staff for their efforts in making the event at Diablo View a success.

TRANSPAC Report: The TRANSPAC Manager continued to work on a draft School Crossing Guards contract and transmitted a revised draft contract to the TAC in February which can be adapted for TRANSPAC jurisdictions to use individually or collectively. The cities of Concord and Walnut Creek have been meeting to review the opportunities and issues which need to be addressed as part of the analysis to determine the viability of joint contracting for school crossing guard services.

ACTION: Reports received

10. TAC Reports by Jurisdiction

Martinez – Tim Tucker reported that the Marina Vista project is wrapping up and street lights have been installed. He offered to bring in slides that show highlights of the project.

Walnut Creek – Jeremy Lochirco reported that improvements are planned on Newell Avenue, where a sidewalk will be installed by Kaiser. Overlay projects are planned for Rossmoor Parkway at Tice, at Riviera near BART, and on Treat Boulevard east to the Concord city limits.

Action: Reports accepted

11. Correspondence/Copies/Newsclips/Information – Information received

Ms. Dutra Roberts announced that Thursday, May 12 is Bike to Work Day and 511 Contra Costa is the coordinator.

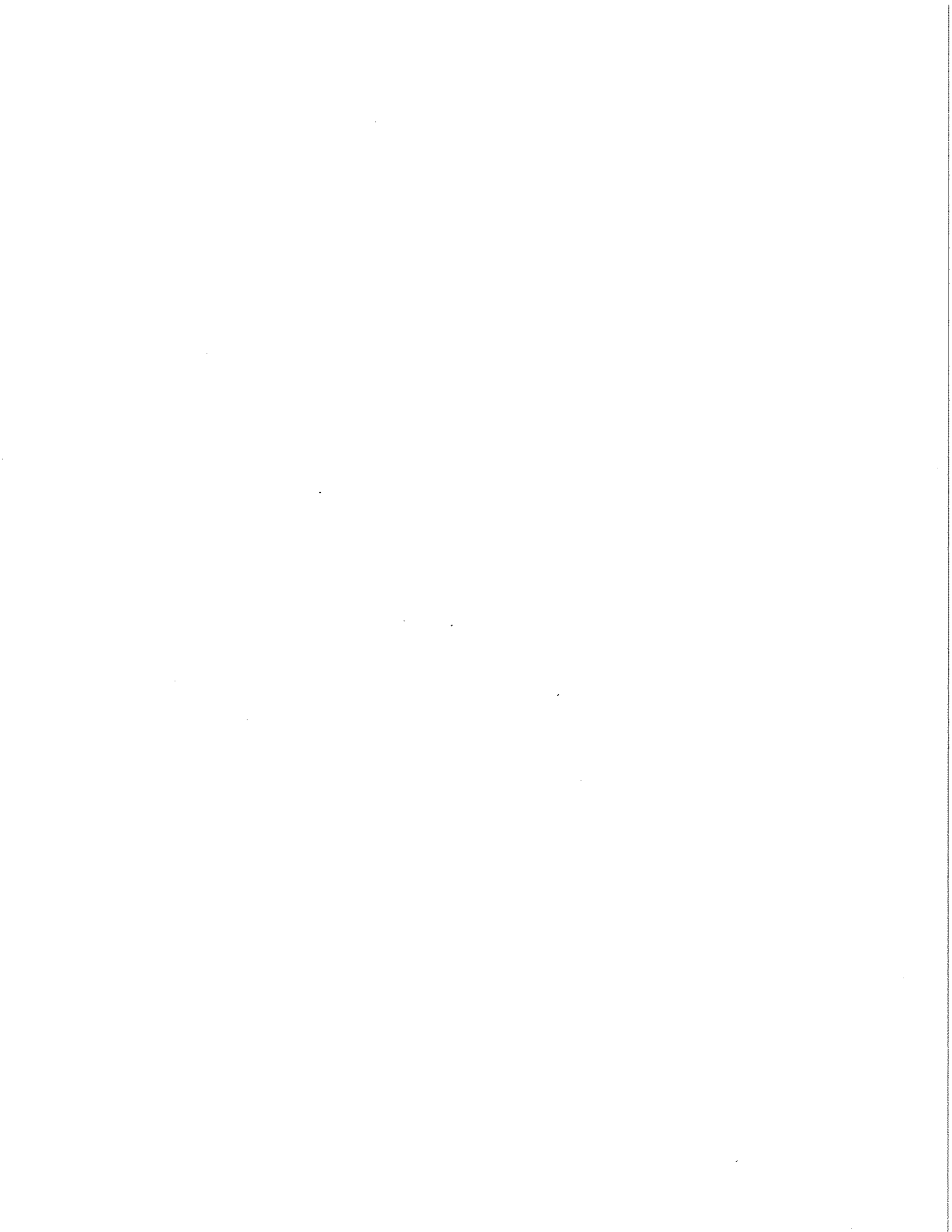
Member Pierce clarified information given in a newsclip concerning Clayton's housing element. She stated that the housing element has been approved.

12. For the Good of the Order

Member Ross said that bicycle/pedestrian and electric car infrastructure should be incorporated into the SCS strategy. He said that the Air District is offering a \$700 incentive to 2,500 people to install chargers at their homes.

13. Next Meeting Date: The next TRANSPAC meeting date was changed to April 21, 2011 as the previously scheduled meeting date of April 14 conflicts with the ABAG Spring General Assembly in Oakland.

14. The meeting was adjourned at 10:47 a.m.



4. Presentation/discussion on the SR4/I-680 Interchange project with Ray Kuzbari, Transportation Manager, City of Concord

Attachments:

- "Proposal to Conduct Focused review of SR4 Third EB Lane" by Ray Kuzbari;
- CCTA 2008 Strategic Plan Fact Sheet for the I-680/SR4 Interchange Improvements includes standard phasing for interchange reconstruction;
- May 14, 2009 TRANSPAC agenda staff report for the URS presentation on a "sooner/cheaper" Interim Phase III improvements (the "missing" lane)

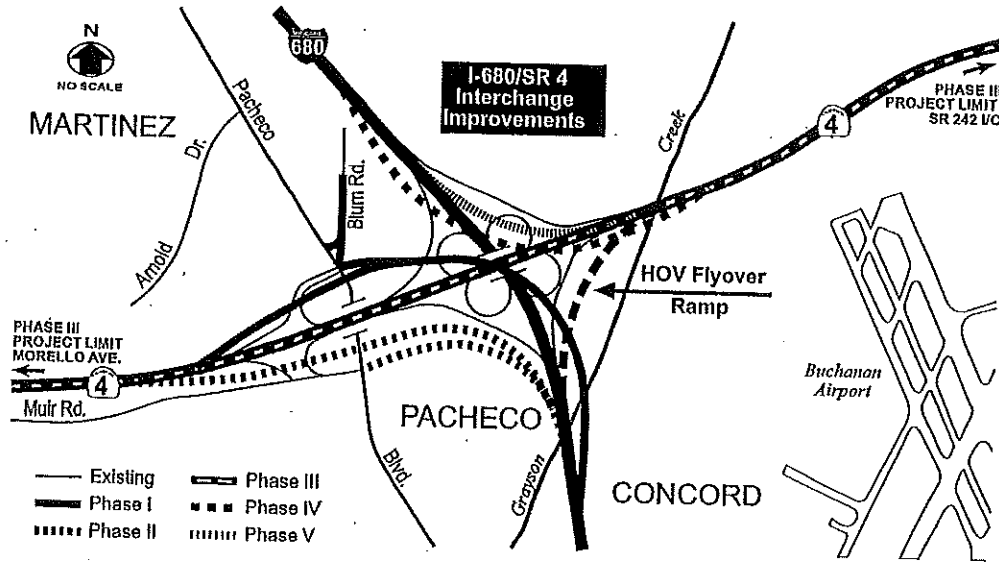
Proposal to Conduct Focused Review of SR4 "Third EB Lane"

1. Amend PBS&J's scope of work for the SR4 Integrated Corridor Analysis to include a focused review of the third eastbound lane from Glacier Drive to the HOV lane-add west of PCH¹
2. Focused review should include the following tasks:
 - 2.1 Review the accident rates in the vicinity of the I-680/SR4 interchange vs. statewide averages
 - 2.2 Review traffic operations for EB SR4 under these scenarios:
 - 2.2.1. Start HOV lane from end of future HOV direct connector
 - 2.2.2. Start HOV lane from Glacier Drive²
 - 2.2.3. Start mixed-flow lane from Glacier Drive and transition to HOV lane midway between I-680 and SR242²
 - 2.2.4. Start HOV lane from end of future HOV direct connector, **AND** start a separate mixed-flow lane from Glacier Drive to midway between I-680 and SR242³
 - 2.3. Review current phasing plan for the I-680/SR4 interchange improvement project
3. SR4 C-TAC members from TRANSPAC to assist CCTA staff with the following responsibilities:
 - 3.1 Oversight of the SR4 focused review through completion of the Integrated Corridor Analysis
 - 3.2 Oversight of possible amendment to the interchange project post-completion of the Corridor Analysis

¹ CCTA staff will review the possibility of amending PBS&J's contract

² Assumes the third lane within the I-680/SR4 interchange area is a throw-away cost; i.e., the lane is for interim use only, until the interchange improvements are complete and an HOV direct connector is built

³ Assumes enough room exists in the center median



I-680/SR 4 INTERCHANGE IMPROVEMENTS

**PROPONENT:
CONTRA COSTA
TRANSPORTATION
AUTHORITY**

**PROJECT NO:
1117**

DESCRIPTION:

This project proposes to construct improvements at the Interstate 680/State Route (SR) 4 interchange. The improvements will be constructed in phases and will include:

- Phase 1 - northbound I-680 to westbound SR 4 connector.
- Phase 2 - eastbound SR 4 to southbound I-680 connector and improvements to the SR 4 interchange at Pacheco Boulevard.
- Phase 3 - SR 4 widening between Morello Avenue in Martinez and SR 242 in Concord.
- Phase 4 - southbound I-680 to eastbound SR 4 connector.
- Phase 5 - westbound SR 4 to northbound I-680 connector.

The overall project construction and right-of-way cost is estimated at \$368 million. Measure C funds are being used to fund the environmental studies and Project Report. It is recognized that significant state and/or federal dollars will be necessary to supplement Measure C funds in order to construct the overall project improvements. The Authority is actively seeking supplemental funding.

STATUS:

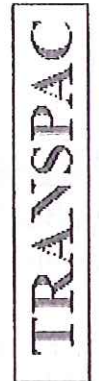
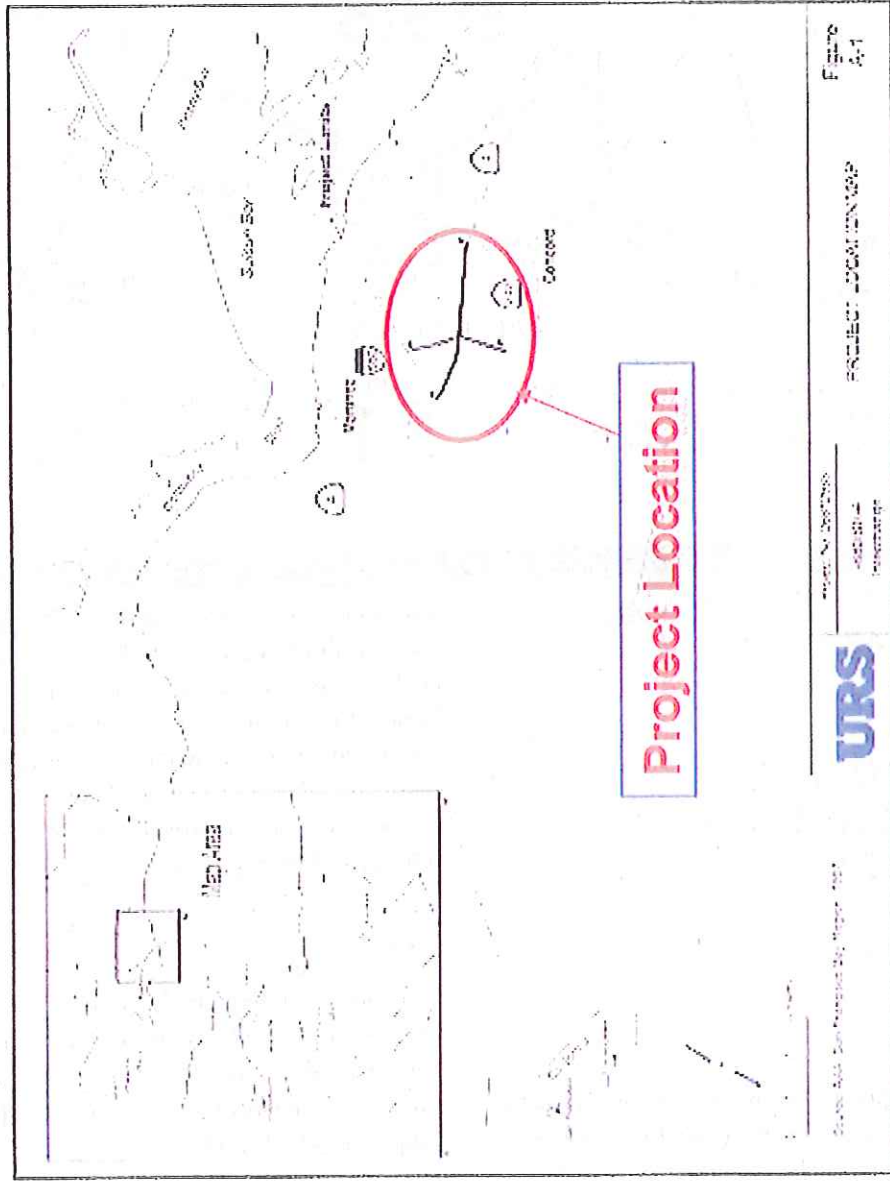
The Conceptual Engineering Report was completed in 2000 and a Project Study Report was completed in November 2001. The Project Report and Environmental Document are anticipated to be completed in Fall 2008.

FUNDING SOURCES	(\$ X 1000):
<i>(Environmental clearance only)</i>	
Measure C (Esc. \$) ¹	3,451.5
TOTAL	\$ 3,451.5

¹ Measure C funds shown in escalated dollars. Actual commitment is in 1988 dollars as shown in Appendix A.

Interstate 680/State Route 4 Interchange Project Interim Phase III Improvements

The Project Map

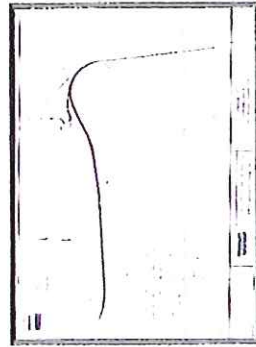


May 2009

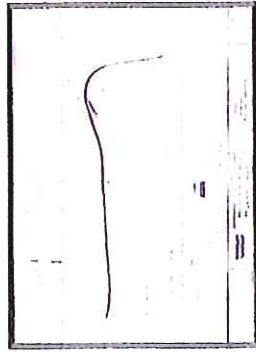


Interstate 680/State Route 4 Interchange Project Interim Phase III Improvements

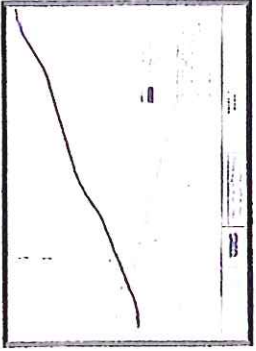
Overall Project Phases and Cost Estimate:



Phase I: \$68.8M



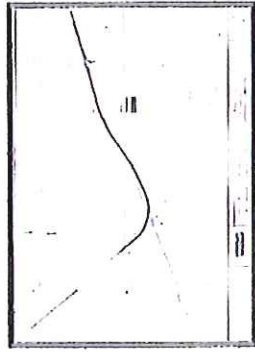
Phase II: \$42.9M



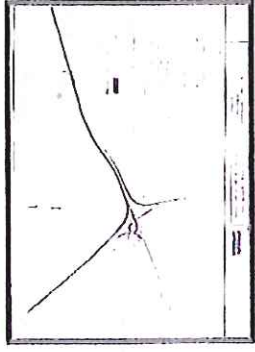
Phase III: \$35.7M

Interim Phase III:

\$15.2M ~ \$22.6



Phase IV: \$41.2M



Phase V: \$32.2M

Total Project
Cost: \$278M



I-680 SR-4
IMPROVEMENT PROJECT

Cost Estimate in 2007 dollars



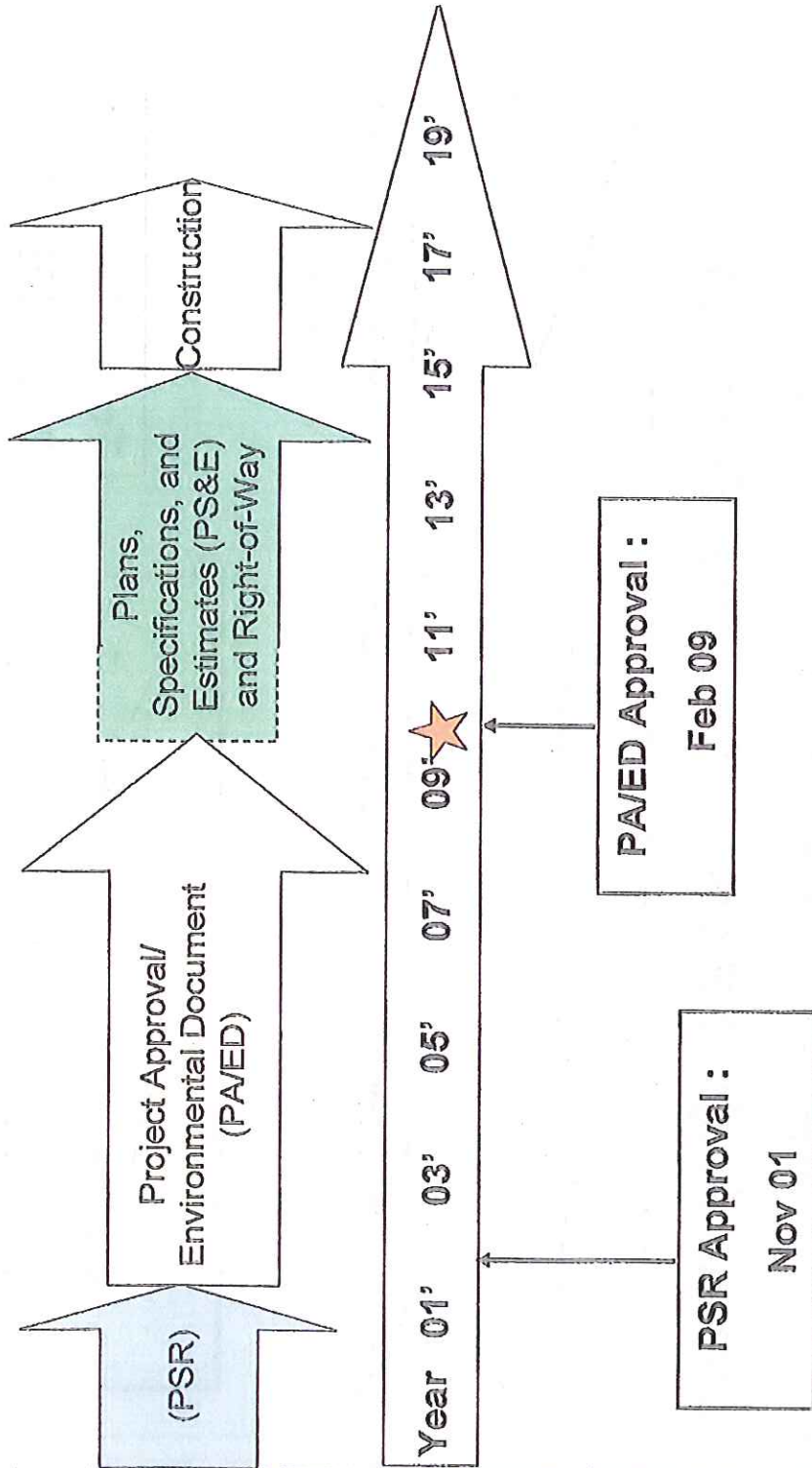
TRANSPAC

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Interstate 680/State Route 4 Interchange Project Interim Phase III Improvements

Project Schedule and Status:



Interstate 680/State Route 4 Interchange Project Interim Phase III Improvements

Phase III Improvements

- Add two lanes in SR 4 Median
- Widen six bridges
- Construct Sound Wall



1-680 SR 4
L'INTERCHANGE DE PROJET/PROJECT 1



TRANSPAC

URS



Interstate 680/State Route 4 Interchange Project Interim Phase III Improvements

SR4 Traffic & Accident Data

- AADT : 86,000 vehicles (both direction)
- SR4 Accident Rate exceed State Average (1.02 vs. 0.94)
- SR4 Eastbound Accident rate exceed Westbound Accident Rate (250 vs. 142)
- Rear-end collision was the most
- Weave & Lane Drop (non-standard)



Interstate 680/State Route 4 Interchange Project

Interim Phase III Improvements

Interim Phase III Project Approach:

- Conformity with the overall project need and purpose
- Minimize/Eliminate throw-away costs
- Flexible Design → Design Tailored to available funding
- Four options developed as part of Phase III
- Provision for cost reduction



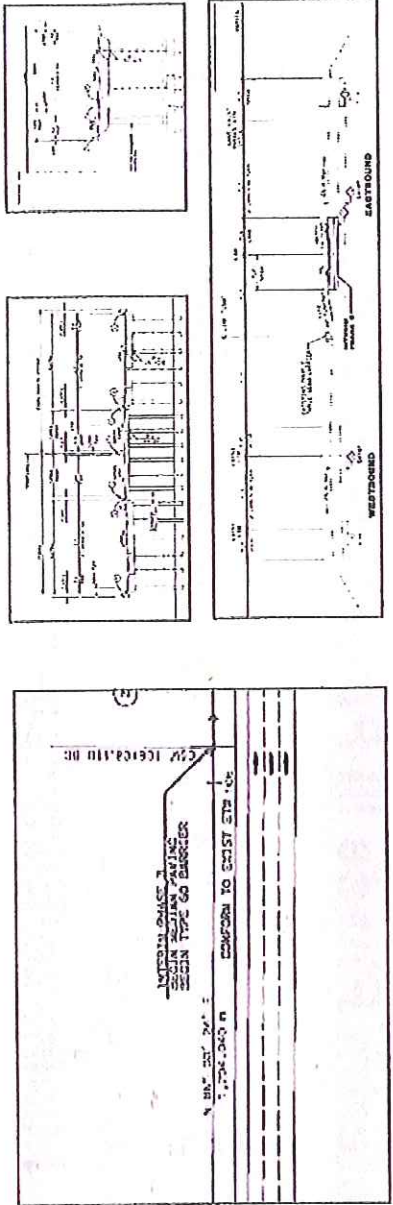
Interstate 680/State Route 4 Interchange Project Interim Phase III Improvements

Interim Phase III Scope:

- Add an inside travel lane on eastbound SR 4
- Widen Bridges as required
- Seismically retrofit Bridges as required
- Construct sound walls



1-680 **SRE4**
IMPROVEMENTS AND PROJECT PREPARATION



Sample Plan

Sample Sections



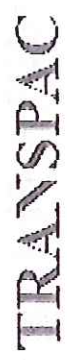
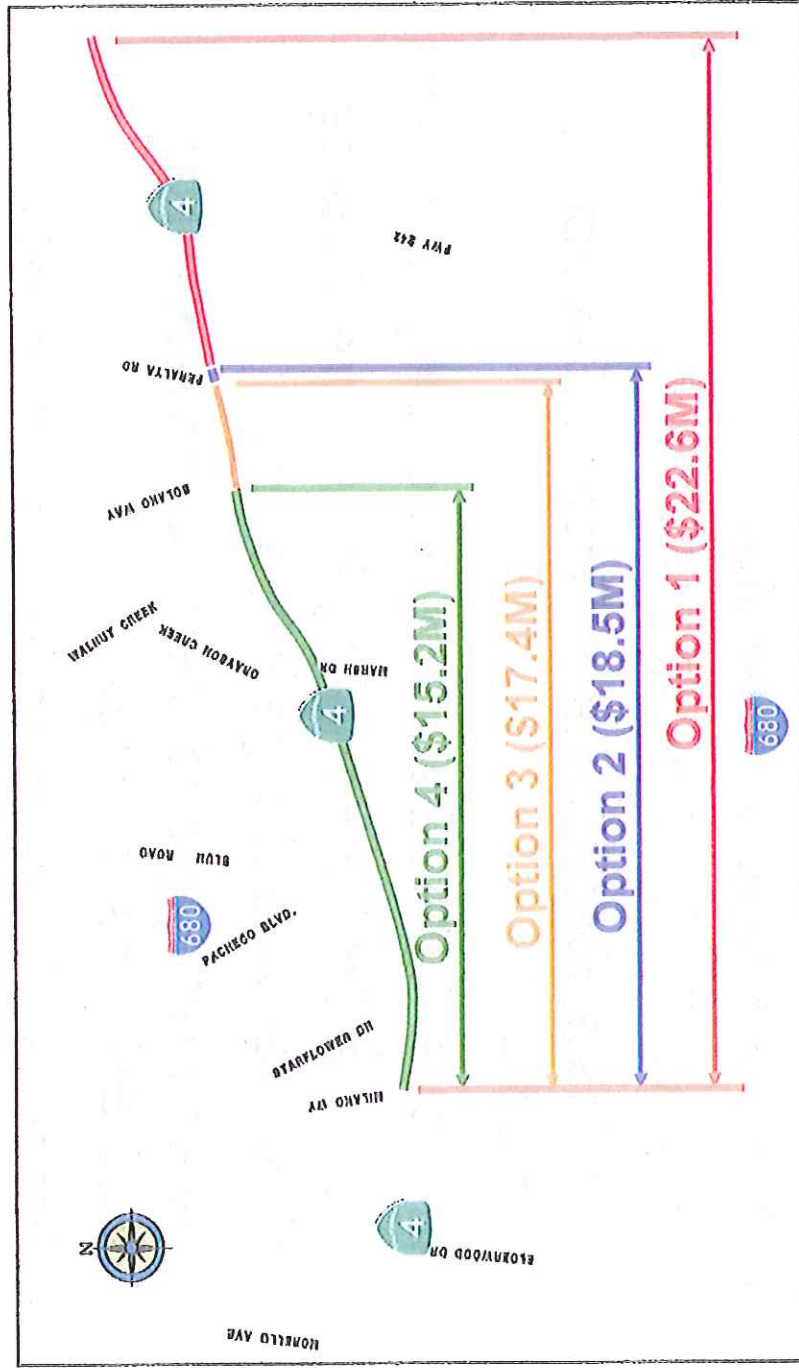
TRANSPAC

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Interstate 680/State Route 4 Interchange Project Interim Phase III Improvements

Interim Phase III – Overview and Options



Interstate 680/State Route 4 Interchange Project Interim Phase III Improvements

Interim Phase III Key Benefits:

- Improve Traffic Operations
- Eliminate Existing Lane Drop in Eastbound Direction
- Improve Traffic Safety by Reducing Accidents
- Improve Traffic Handling for Future Outside Roadway and Bridge Widening
- Safer Weaving and Merging movement at I680/SR4 Interchange
- Proposed Improvements are within existing Right of Way
- Flexibility in Design Alternatives



Interstate 680/State Route 4 Interchange Project Interim Phase III Improvements

Interim Phase III Assumptions:

- Potential Additional Cost Savings subject to approval of design exceptions from Caltrans.
- Cost varies linearly among options.
- Cost estimate based on 2007 cost data.
- Seismic retrofit cost are based on the preliminary qualitative analysis and subject to change.



I-680 SRE4
SERVICES IMPROVEMENTS



TRANSPAC Transportation Partnership and Cooperation
Clayton, Concord, Martinez, Pleasant Hill, Walnut Creek and Contra Costa County
2300 Contra Costa Boulevard, Ste. 360 Pleasant Hill, CA 94523 (925) 969-0841 FAX (925) 969-9135

TRANSPAC MEETING NOTICE AND AGENDA
THURSDAY, MAY 14, 2009 9:00 AM TO 11:30 AM
in the
COMMUNITY ROOM
CITY OF PLEASANT HILL CITY HALL
100 GREGORY LANE
PLEASANT HILL
(925) 969-0841

A gentle reminder reminder from Chair Ross
IT'S BIKE TO WORK DAY!

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.

- 1. Convene meeting: Pledge of Allegiance/Self-Introductions**
- 2. Public Comment**

At this time, the public is welcome to address the Committee on any item not on this agenda. Please complete a speaker card and hand it to a member of the staff. Please begin by stating your name and address and indicate whether you are speaking for yourself or an organization. Please keep your comments brief. In fairness to others, please avoid repeating comments made by others and observe any time limits that may be announced.

- 3. CONSENT AGENDA**

Approval of the April 16, 2009 minutes (attachment)

END CONSENT AGENDA

- 4. Presentation on the "sooner, cheaper" version of improvement to the I-680/SR-4 Interchange Lane - 30 minutes (attachment)**

For a number of years, TRANSPAC has sought to improve the operation and capacity of the I-680/SR-4 Interchange. The classic approach to interchange reconstruction calls for a phased approach (see attached Measure J Strategic Plan fact sheet). In 2000, TRANSPAC requested that the Transportation Authority determine if any improvements could be made to the I-680 side of the Interchange to improve its operation and eliminate the short weave sections from I-680 to SR-4. The



result was the addition of a collector distributor road system from I-680 to SR-4 as part of the construction of the I-680 HOV Lanes from North Main to Marina Vista (see attached Measure C 2005 Strategic Plan fact sheet). Since then, funding for the full I-680/SR-4 Interchange (approximately \$278 million) has remained elusive as Measure C funding was reallocated to other projects and Measure J funding has been hit hard by the economic downturn.

In 2008, TRANSPAC asked the Transportation Authority to examine any additional possibilities for a "sooner, cheaper" alternative to improve operation and capacity on the SR-4 side of the Interchange with specific emphasis on the original Phase 3 of the project, the completion of the "missing" 3rd lane in each direction on SR-4 from Morello Avenue west of the Interchange as far east as possible to match the lanes to/from East County in the vicinity of Port Chicago Highway.

The Transportation Authority asked its consultants, URS Corporation in concert with Fehr and Peers to assess possible sooner, cheaper alternatives that could be constructed absent a full reconstruction of the I-680/SR-4 Interchange.

Messrs. Kelsey and Sathiamurthy of URS Corporation will present the options for construction of the 3rd Eastbound Lane from Milano Way/Glacier Drive west of the Interchange to just east of the Port Chicago Highway Eastbound on/off ramp.

While funding remains elusive, the identified options are significantly cheaper and funding may be obtainable sooner than full Interchange reconstruction.

The I-680/SR4 Project Report and Environmental Document were approved by both Caltrans and FHWA in February 2009. Hopefully, this action will open a path for a rephasing of project construction.

ACTION: With thanks to Susan Miller and Hisham Noeimi, Transportation Authority staff as well as Scott Kelsey and Ramesh Sathiamurthy of URS Corporation and as determined



- 5a. Report on the RTP Outreach (SCS) for the Bay Area and an update on SB 375 Implementation presented by Martin Engelmann, CCTA Deputy Executive Director, Planning**

Attachments under item 5a in the packet:

- CCTA "postcard" used as part of the Public Outreach Plan for the 2013 RTP/SCS to invite public participation in the RTP at RTPC and CCTA meetings in April;
- "Update on SB 375" report, April 6, 2011

- 5b. Presentation on the Regional Transportation Plan (RTP) by Hisham Noeimi, CCTA Engineer Manager**

Attachments under item 5b in the packet:

- April 6, 2011 CCTA Planning Committee staff report "2013 Regional Transportation Plan Call for Projects"

- 5c. Review of TRANSPAC Jurisdiction Updates for the Committed, Financially Constrained and Vision Project lists for the 2013 Regional Transportation Plan (RTP)/Sustainable Communities Strategy (SCS) By the TRANSPAC Manager**

Attachments under item 5c in the packet:

- Updated 2013 RTP project lists attached for review/revision: Committed List of Projects, Financially Constrained List of Projects, and Vision Project List.

How do you want to get around?

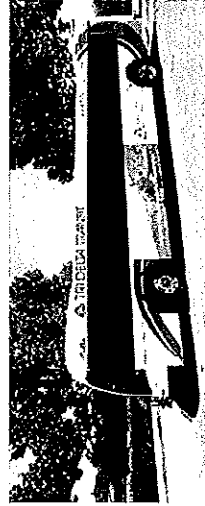
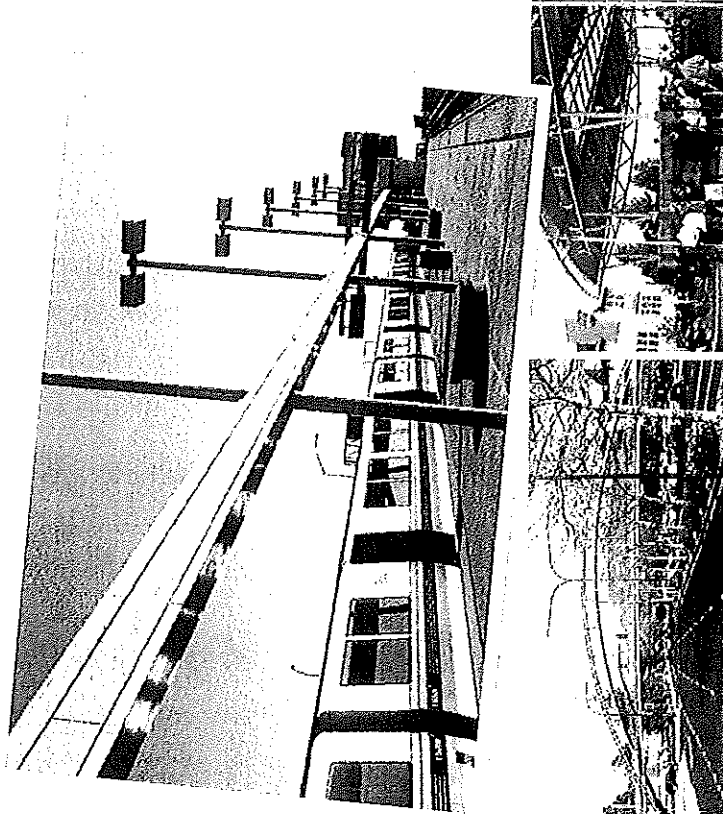
CONTRA COSTA
transportation
authority



Walk? Pedal? Drive? Ride?

We need your help deciding which major transportation projects and programs are most important for Contra Costa.

The Contra Costa Transportation Authority (CCTA) is preparing to submit projects and programs for inclusion in the Regional Transportation Plan (RTP) and we want your input. The transportation projects and programs that are included in the RTP will be eligible to receive regional, State and federal funding over the next three decades. CCTA will coordinate the project and program submittals from all of the jurisdictions in Contra Costa County.



ATTACHMENT A

PLEASE JOIN US!

Please come to one of these meetings to hear about the process and let us know what types of transportation projects are most important to you.

Southwest Area Transportation Committee (SWAT)	East County (TRANSPLAN)	CCTA: Public Hearing	Transportation Partnership and Cooperation (TRANSPAC) — Central County	West Contra Costa Transportation Advisory Committee (WCCCTAC)
Monday, April 4, 2011 3:00 pm Orinda City Offices Sarge Littlehale Community Room 22 Orinda Way Orinda, CA 94563	Thursday, April 14, 2011 6:30 pm Tri-Delta Transit Board Room 801 Wilbur Avenue Antioch, CA 94509	Wednesday, April 20, 2011 6:00 pm CCTA Offices 2999 Oak Street Suite 100 Walnut Creek, CA 94597	Thursday, April 21, 2011 9:00 am City of Pleasant Hill Community Room 100 Gregory Lane Pleasant Hill, CA 94523	Friday, April 22, 2011 8:00 am City of San Pablo Council Chambers 13831 San Pablo Ave. San Pablo, CA 94806

For more information, go to OneBayArea.org, email info@ccta.net, or call (925) 256-4720



Planning Committee Meeting **STAFF REPORT**

April 6, 2011

Update on SB 375 Implementation

Discussion of the SCS "Initial Vision Scenario": MTC and ABAG released an "Initial Vision Scenario" (IVS) on March 11, 2011. The IVS assumes that by 2035, the Bay Area will produce enough housing (approximately 900,000 additional units) so that everyone who works in the Bay Area could also live in the region, thereby reducing the number of workers who have to commute in from outside of the region. Staff from the regional agencies attended the March 16 Authority Board meeting and presented the IVS under major discussion items. Following the Authority meeting, on March 18, the Contra Costa Planning Directors convened to receive a presentation of the IVS.

Planning Directors Meetings: The next Planning Directors meeting is scheduled for Friday, April 15, 2011. Local staff will bring comments on the IVS for discussion.

RAWG Meetings: The next Regional Advisory Working Group meeting is scheduled for April 5, 2011.

Mayor's Conference: Our MTC commissioners, Amy Worth and Federal Glover, along with ABAG Executive Board Member Julie Pierce, will be at the May 5th Mayor's Conference in Oakley to work with regional staff to coordinate the presentation of the IVS.

"Call for Projects": MTC released the "Call for Projects" for the 2013 RTP on February 14, 2011. Project submittals are due by the end of April. As the CMA for Contra Costa, the Authority is responsible for working with project proponents to develop an initial list of transportation projects for submittal to MTC. As part of this effort, Authority staff has developed a Public Outreach Plan to inform stakeholders and constituents about the process (see previous agenda item for workshop dates and times).



Planning Committee STAFF REPORT

Meeting Date: April 6, 2011

Subject	2013 Regional Transportation Plan "Call for Projects"
Summary of Issues	MTC released a "call for projects" for the 2013 Regional Transportation Plan (RTP) on February 11, 2011. 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 15 th . 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.
Recommendations	Monitor project submittal process, and prepare for consideration and approval of the final project list in May 2011.
Financial Implications	A funding target of \$400 million (in 2011 dollars) is being used as a starting point for the financially-constrained project list.
Options	n/a
Attachments	<ul style="list-style-type: none"> A. Call for Projects "Flyer" B. Schedule of RTP Outreach meetings
Changes from Committee	

Background

The Metropolitan Transportation Commission (MTC) has begun preparing its 2013 Regional Transportation Plan (RTP) Update. As a planning document, the 2013 RTP Update, also known as "T-2040", will outline the region's programmatic and policy objectives for the 28-year time period of 2013 through 2040. Adoption of the Final 2013 RTP is tentatively scheduled for early-to-mid 2013.

State and federal law requires that the RTP include the following four elements:

1. A Policy Element;
2. An Action Element;
3. A Financial Element; and,
4. Newly required under SB 375, a Sustainable Communities Strategy (SCS) Element.

Federal and State law also requires that every RTP is "financially constrained", that is, the total cost of the programs and projects included in the Action Element of the RTP must not exceed the expected revenues forecast in the Financial Element. Any transportation project requiring future State or federal funding must be included within that element. MTC's schedule calls for the draft Financial Element to be developed during spring 2011.

State law also requires the RTP be internally consistent. That is, the projects proposed must fit within the financial constraints identified and must support the land use and development pattern that the SCS will establish.

"Call for Projects" for the T-2040 Plan

MTC's "Call for Projects" for the 2013 RTP (T-2040) was issued on February 14, 2011. As part of the "call," each Congestion Management Agency (CMA) is requested to coordinate project submittals from its county and assist with public outreach.

Following the Planning Committee meeting on Feb 2, 2011, a letter was sent to the RTPCs and transit operators to begin the process with a list of projects from the last RTP. The list included: 1) "committed projects" that are currently fully funded (from local, state or federal sources) or will be fully funding with local funds; 2) a financially-constrained list of candidate RTP projects to be funded with new STIP, TE and ITIP funds; and 3) a list of additional projects that would require additional funding beyond the T-2040 financial constraints, for possible inclusion in a "vision element" of the RTP. To communicate Contra Costa's priorities to MTC, the Authority will develop similar lists of projects for the T-2040 Plan.

During March and April, Authority staff will work with project sponsors, the RTPCs, and transit operators to respond to the call for projects. Potential core evaluation criteria recommended by the Authority to prioritize projects include completion of Measure J projects and project readiness. Project sponsors are also encouraged to submit projects that support stated 2013 RTP goals.

As part of the process, all projects will be input into the project database maintained by MTC. Project entries into the database will need to be completed by April 29, 2011. Final Authority Board approval of the project list would occur on May 18, 2011.

Funding Target

Based on the last RTP, a funding target of \$400 million (in 2011 dollars) is being used as a starting point for the financially-constrained project list. Draft "discretionary" funding targets for the 2013 RTP are expected to be released by MTC in March. Should the final funding target exceed \$400 million, projects from the vision list will be shifted to the financially constrained list based on stated RTPCs priorities.

Caltrans Submittals

Caltrans staff has indicated that they may be unable to attend all of the RTPC meetings scheduled for March and April. Consequently, Caltrans would like to have the opportunity to discuss its project list with the TCC on March 17. This would enable CCTA staff to work with Caltrans to ensure that projects proposed for the state highway system, including potential new projects developed through the FPI/CSMP process, could be vetted at the RTPC level.

Project Evaluation

Following the Call for Projects, MTC staff intends to undertake a project-level performance evaluation to determine which projects to ultimately include in the financially constrained element of the RTP. For this purpose, MTC has developed performance evaluation measures that will be applied to establish project priorities (see Attachment C). The project evaluation phase is tentatively scheduled for May through July 2011. Following the completion of the performance evaluation, MTC will notify the CMAs regarding which projects have performed adequately for inclusion in the RTP.

Any projects Project not under construction by 2011 will be considered as "uncommitted" and subject to evaluation using a qualitative assessment of how projects meet stated 2013 RTP goals, and quantitative benefit-cost analysis of projects with costs greater than \$50 million (in 2011 dollars).

Tentative Schedule

The deadline for submittal of all projects into the T-2040 database is April 29, 2011. To meet this extremely tight timeframe, the following schedule is proposed:

<u>Date (2011)</u>	<u>Activity</u>
March 1	MTC opens online project application form for use by CMAs and project sponsors
March/April	RTPCs, Transit Operators, and project sponsors review project list and formulate recommendations for projects to be included in the 2013 RTP.
March 17	TCC reviews and discusses RTP project development status
March 25	WCCTAC Board adopts proposed project list

*Planning Committee STAFF REPORT**April 6, 2011**Page 4 of 4*

April	Authority staff inputs projects into MTCs online database
April 4	SWAT Board adopts proposed project list
April 13	WCCTAC holds public workshop to receive input for NGOs and other interested parties
April 14	TRANSPLAN adopts proposed project list
April 20	CCTA holds Public Hearing to receive input on project submittals
April 21	TRANSPAC adopts proposed project list
	TCC reviews the project lists and recommends changes to constrain it further if needed. Projects that do not fit into the financially constrained list could be included in a "vision element" project list
April 22	RTPCs/Transit Operators complete and submit final project lists to CCTA
April 29	MTC closes the project submittal window. After this date, CMAs and project sponsors will no longer have direct access to the database, however, the CMAs can work with MTC staff to refine the project list
May 4	PC reviews the financially constrained 25-year project list, and reviews the larger proposed comprehensive list of RTP "vision element" projects
May 18	Authority approves by resolution (1) a financially constrained 25-year project list for inclusion in the 2013 RTP (2) a list of additional "vision" projects for inclusion in MTC's database, and (3) any comments or concerns regarding the RTP process
May-July	MTC conducts project-level performance assessment

ATTACHMENT B

**SB 375 / 2013 RTP Meeting Presentations
Contra Costa Transportation Authority**

Agency/Committee	Meeting Date & Time	Presenters	Regional Agency Representatives	Location	Topic	Contact
Contra Costa Workshop	5/7/11 @ 9:00 am to noon	MTC Staff, Envision, Metroquest	TBD	Concord Senior Center 2727 Parkside Circle Concord, CA 94519	SB 375, GHG emissions	Ellen Griffin, MTC
TRANSPLAN	4/21/11 @ 6:30 pm	Hisham Noeimi, CCTA	TBD	Tri-Delta Transit Board Room 801 Wilbur Avenue Antioch, CA 94531 CCTA	RTP Project Selection	John Cunningham, TRANSPAC
CCTA:Public Hearing	4/20/2011 @ 6:00 pm	TBD	TBD	2999 Oak Street, Ste. 100 Walnut Creek, CA 94597	RTP Project Selection	Diane Bodon, CCTA
WCCTAC	4/13/2011 @ 6:30 pm	Martin Engelmann, CCTA	TBD	Maple Hall, 831 San Pablo Ave, San Pablo, CA 94806 City of Pleasant Hill Community Room 100 Gregory Lane Pleasant Hill, CA 94523	RTP Project Selection	Christina Atienza, WCCTAC
TRANSPAC	4/14/11 @ 9:00 am	Hisham Noeimi, CCTA	TBD	Orinda City Offices Sarge Littlehale Community Room 22 Orinda Way Orinda, CA 94563	RTP Project Selection	Barbara Neustadter, TRANSPAC
SWAT Regular Meeting	4/4/11 @ 3:00 pm	Hisham Noeimi, CCTA	TBD	City of San Pablo 13831 San Pablo Ave. San Pablo, CA 94806	RTP Project Selection	Andy Dillard, Town of Danville
WCCTAC	3/25/11 @ 8:30 pm	Jack Hall, CCTA	TBD	City of San Ramon 2228 Camino Ramon San Ramon, CA 94583	RTP Project Selection Update on SB 375 Briefing on Initial Vision Scenario RTP "Call for Projects"	Christina Atienza, WCCTAC Lisa Bobadilla, San Ramon
San Ramon Council	3/22/11 @ 7:00 pm	Martin Engelmann, CCTA	Sallaja Kurrel	CCTA		
Planning Directors Mtg	3/18/11 @ 12:30pm	Ken Kirkey, ABAG Ezra Rapport, ABAG	Miriam Chion, ABAG	2999 Oak Street, Ste. 100 Walnut Creek, CA 94597	Briefing on Initial Vision Scenario	Diane Bodon, CCTA
CCTA Authority Board	3/16/11 @ 6:30pm	Doug Kimsey, MTC Ashley Nguyen, MTC	same	2999 Oak Street, Ste. 100 Walnut Creek, CA 94597	Briefing on the Release of the Initial Vision Scenario	Diane Bodon, CCTA
TRANSPAC	3/10/11 @ 9:00am	Martin Engelmann, CCTA	n/a	City of Pleasant Hill Community Room 100 Gregory Lane Pleasant Hill, CA 94523	Update on SB 375 Briefing on Initial Vision Scenario RTP "Call for Projects"	Barbara Neustadter, TRANSPAC
Lamorinda Tri-City Expanded	2/10/11 @ 7:00 pm	Martin Engelmann, CCTA Ashley Nguyen, MTC Marion Chion, ABAG	Sallaja Kurrella, ABAG	Town of Moraga, Town Hall	SB 375 Overview Discussion of Engagement Strategy	Jill Keimach, Moraga jkeimach@moraga.ca.us (925) 888-7020
TRANSPAC "expanded"	1/31/11 @ 6:30 pm	Martin Engelmann, CCTA Doug Kimsey, MTC Ken Kirkey, ABAG	same	CCTA 2999 Oak Street, Ste. 100 Walnut Creek, CA 94597	SB 375 Overview Discussion of Engagement Strategy	Barbara Neustadter, bantrans@sbcglobal.net Christina Atienza: christinaa@ci.san-pablo.ca.us
WCCTAC	1/28/11 @ 8:00 am	Martin Engelmann, CCTA	Ashley Nguyen, MTC	City of San Pablo, City Hall Tri-Delta Transit Board Room 801 Wilbur Avenue Antioch, CA 94531	SB 375 Overview	
TRANSPLAN	1/13/11 @ 6:30 pm	Martin Engelmann, CCTA	Sallaja Kurrella, ABAG	Town of Danville Town Offices 510 La Gonda Way Danville, CA 94523	SB 375 Overview	
SWAT Regular Meeting	1/11/11 @ 3:00 pm	Martin Engelmann, CCTA	Grace Choa, MTC Sallaja Kurrella, ABAG		SB 375 Overview	Andy Dillard, Danville

**SB 375 / 2013 RTP Meeting Presentations
Contra Costa Transportation Authority**

Agency/Committee	Meeting Date & Time	Presenters	Regional Agency Representatives	Location	Topic	Contact
TRANSPAC	12/08/10 @ 9:00 am	Martin Engelmann, CCTA	n/a	City of Pleasant Hill Community Room 100 Gregory Lane Pleasant Hill, CA 94523	SB 375 Overview	Barbara Neustadter: bantrans@sbcglobal.net
Leadership Roundtable	9/27/10 @ 6:30 pm	Ezra Rapport, ABAG Doug Kimsey, MTC	Miriam Chion, ABAG	2999 Oak Street, Ste. 100 Walnut Creek, CA 94597	Discussion of Outreach Approach	Diane Bodon, CCTA

COMMITTED LIST OF PROJECTS

		Existing 2009 RTP Costs and Funding					Updated 2013 RTP Costs and Funding				
County	RTP ID	Subregion	Sponsor	Project Description	Cost (YOE \$)	Committed Funding	Updated Cost (2011 \$)	Updated Cost (YOE \$)	Mid Year of Construction	Updated Committed Funding (list all sources)	Notes
Contra-Costa	21207	TRANSPAC	Martinez	Construct-Martinez-Intermodal-Station-Phase-3-initial-segment-including-site-acquisition-demolition-and-construction-of-200-interim-parking-spaces	12.0	12.0					under construction
Contra-Costa	22353	TRANSPAC	CCTA	Construct-HOV-lane-on-I-680-southbound-between-North-Main-Street-and-Livorno	115.0	115.0	73.4	80.0	2015	Measure I: \$38.5, RM2: \$14, Shorefall: \$27.5	move to financially constrained list
Contra Costa	22365	TRANSPAC	Martinez	Improve Martinez Ferry landside facilities	5.3	5.3	4.8	5.3	2016	Local	
Contra Costa	22609	TRANSPAC	CCTA	Widen and extend major streets, and improve interchanges in central Contra Costa County	30.0	30.0	24.7	30.0	2020	Local	
Contra-Costa	22627	TRANSPAC	BART	Construct-BART-crossover-at-Pleasant-Hill-BART-Station	25.0	25.0					under construction
Contra Costa	98115	TRANSPAC	Concord	Widen Ygnacio Valley/Kirker Pass Roads from 4 lanes to 6 lanes from Michigan Boulevard to Cowell Road	8.2	8.2	12.5	14.2	2017	Local: \$14.2	
Contra Costa	98126	TRANSPAC	CCTA	Improve interchanges and parallel arterials to I-680 and Route 24	21.5	21.5	19.7	21.5	2015	Local	
Contra-Costa	98133	TRANSPAC	Concord	Extend-Panoramic-Drive-from-North-Concord-BART-Station-to-Willow-Pass-Road	12.9	12.9					delete
Contra Costa	98194	TRANSPAC	Concord	Extend Commerce Avenue from current terminus to Waterworld Parkway, including construction of vehicular bridge over Pine Creek and installation of trails and pedestrian bridge, and connect Willow Pass Road to Concord Avenue/Route 242 interchange	7.7	7.7	8.2	8.2	2012	Measure C: \$4.4, Local: \$2.4, Earmark: \$1.4	
Contra Costa	230212	TRANSPAC	Concord	Improve Clayton Road/Treat Boulevard intersection to improve operational efficiency and increase capacity (includes upgrading traffic signal and constructing geometric improvements)	2.1	2.1	2.6	2.6	2012	Measure J: \$2.0 Local: \$0.6	
Contra Costa	230239	TRANSPAC	Pleasant Hill	Widen and improve Buskirk Avenue between Monument Boulevard and Hookston Road to provide 2 through-lanes in each direction (includes road realignment, new traffic signals, and bicycle/pedestrian streetscape improvements)	10.6	10.6	11.0	11.0	2012	Measure J	
Contra-Costa	230320	TRANSPAC	CCTA	Extend-the-Interstate-680-southbound-high-occupancy-vehicle-lane-northward-1-mile-from-Livorno-Road-to-north-of-Rudgear-Road	3.4	3.4					under construction
Contra Costa	230596	TRANSPAC	County Connection	Construct Pacheco Boulevard Transit Hub on Blum Road at the Interstate 680/State Route 4 interchanges, including 6 bus bays and 110 park-and-ride spaces.	2.7	2.7	2.95	3.08	2014	Measure C: \$0.8, RM2: \$1.1, Prop 1B: \$0.8, Local: \$1.05	
Contra-Costa	230612	TRANSPAC	WETA	Ferry environmental and feasibility studies - Martinez and Antioch			1.6	1.6	2012	Local	
Contra Costa	NEW	TRANSPAC	Martinez	Court Street Overcrossing Study - scoping doc, PE and EA			0.5	0.5	2012	Measure J	no need to list

FINANCIALLY CONSTRAINED LIST OF PROJECTS

		Existing 2009 RTP Costs and Funding						Updated 2013 RTP Costs and Funding							
County	RTP ID	Subregion	Sponsor	Project Description	Cost (YOE)	Committed	STIP/TE	ITIP	Other (STP, CMAQ, STA, Tolls, Prop 1B, etc.)	Updated Cost (2011 \$)	Updated Cost (YOE \$)	Estimated Mid Year of Construction	Updated Committed Funding (list all sources and amounts)	Updated Shortfall	Notes
Contra Costa	21205	TRANSPAC	CCTA/TRANSPAC	Improve I-680/Route 4 interchange (phases 1-2 and 3)	229.0	40.9	145.1	43.0		185.7	207.1	2016	STIP: \$1.3, Measure C: \$6, Measure J: \$10.9, Caldecott Measure J Savings: \$15, Future ITIP: \$43	130.9	assumed \$43 in ITIP
Contra Costa	22353	TRANSPAC	CCTA	Construct HOV lane on I-680 southbound between North Main Street and Uvorna	115.0	115.0				73.4	80	2015	RM2: \$14M, Measure J: \$38.5, Future ITIP: \$17.5	10	Moved from Committed. Assumed \$17.5 in ITIP
Contra Costa	22354	TRANSPAC	Martinez	Improve I-680/Uvorna-Victa interchange	7.0	1.6	6.2								Moved to Vision
Contra Costa	22388	TRANSPAC	Concord	Construct Route 242 on and off-ramp at Clayton Road	42.6	12.3	30.3			31.2	36	2018	Measure J: \$4.6 Local: \$1.1	30.3	
Contra Costa	22390	TRANSPAC	Concord	Reconstruct Route 4/Willow Pass Road ramps in Concord to support new infill development at the Concord Naval Weapons Station.	45.1	35.1	10.0			32.8	37.9	2018	Measure J: \$3.0 Local: \$24.9	10	
Contra Costa	22614	TRANSPAC	Martinez	Construct Martinez Intermodal Station (Phase 3) including an additional 425 parking spaces and auto/ped bridges	14.2	2.8	11.4			12.7	14.2	2016	Measure J: \$2.8	11.4	
Contra Costa	98133	TRANSPAC	Martinez/County	Widen Pacheco Boulevard from Blum Road to Arthur Road from 2 lanes to 4 lanes	50.3	28.3	22.0			50.3	57.3	2020	Measure J: \$5.2, Measure C: \$3.2, Dev Fees: \$5.2, Local: \$1.2	38.3	
Contra Costa	230216	TRANSPAC	Concord	Construct 2-lane bridge connecting Waterworld Parkway with Meridian Park Boulevard.	16.9	11.3	5.6			12.8	14.5	2017	Measure J: \$3.5 Local: \$5.4	5.6	
Contra Costa	230240	TRANSPAC	Pleasant Hill	Construct intersection geometry modification, signal upgrade, pavement rehabilitation, and bicycle/pedestrian improvements along Contra Costa Boulevard (between Boyd Road and 2nd Avenue)	11.3	2.0	9.3			12.1	13.3	2015	Federal HSIP: \$650,000 Measure J: \$1.14 Local: \$480,000	11.03	
Contra Costa	230291	TRANSPAC	County	Add Northbound truck climbing lane and an 8-foot bicycle lane on Kiker Pass Road from Clearbrook Drive in Concord to just beyond the crest of Kiker Pass.	10.2	8.2	2.0			9.7	10.2	2020	Local: \$6	4.2	
Contra Costa	230306	TRANSPAC	Martinez	Add a second southbound Alhambra Avenue lane from Walnut Avenue to the south side of Highway 4, including signal modifications.	2.1	0.3	1.8			1.9	2.1	2015	Local: \$0.3	1.8	
Contra Costa	230308	TRANSPAC	Martinez/County	Straighten curves to improve safety and operation of Alhambra Valley Road.	7.5	3.0	4.5			10.4	10.6	2015	Prop 1B \$2.5, HSIP: \$2.6, Local \$1.1	4.5	
Contra Costa	NEW	TRANSPAC	Walnut Creek	Walnut Creek BART TOD Multimodal Improvements						30.8	37.5	2020	Local: 26.5	11	
Contra Costa	230309	TRANSPAC	County Connection	Provide rolling stock, infrastructure and information-technology for bus-rapid-transit service in productive corridors in Contra Costa County, including software support for regional Americans With Disabilities Act database	13.3	0.0	13.3			14.5	15.5	2015	none	15.5	
Subtotal						261.6	43.0	0.0						284.53	

VISION LIST OF PROJECTS

Updated 2013 RTP Costs and Funding

RTP ID	Subregion	Sponsor	Project Description	Cost (2007 \$)	Updated Cost (2011 \$)	YOE (\$)	Mid Yr of Construction	Sharefall	Fund Sources/Amounts	Suggested Priority
21223	TRANSPAC	CCTA/TRANSPAC	I-680 transit corridor improvements (including express bus service enhancements and improved connections to BART)	100	100	124	2020	124	none	
22343	TRANSPAC	CCTA/TRANSPAC	Express bus service expansion along I-680 (Phases 1 and 2)	57	57	71	2020	71	none	
22350	TRANSPAC	CCTA/TRANSPAC	I-680/SR4 Phase 4 SB to EB	40.5	54.9	65.3	2019	65.3	none	1
22350	TRANSPAC	CCTA/TRANSPAC	I-680/SR4 Phase 5 WB to NB	26	43	51.2	2019	51.2	none	2
22351	TRANSPAC	CCTA/TRANSPAC	I-680/SR4 HOV Flyover	82	87.6	104.2	2019	104.2	none	4
98130	TRANSPAC	Martinez	I-680 NB HOV Lane Extension: N. Main to SR242	6	6	48	2017	48	none	3
230217	TRANSPAC	Concord	Alhambra Avenue Widening (Phase 3)	35	35	7.3	2020	7.3	none	
23022	TRANSPAC	County	State Route 4/Port Chicago Highway Interchange Improvements	14	21.5	42.6	2020	42.6	none	
22354	TRANSPAC	Martinez	Kirkler Pass Rd Truck Climbing Lanes Southbound <u>Construct Court Street Overcrossing</u>			26.1	2020	26.1	none	
NEW	TRANSPAC	CCTA/TRANSPAC	SR4: Add a westbound mixed-flow lane from east of Willow Pass Road (West) to the lane-add west of Willow Pass Road (West)		9.7	11.8	2020	11.8	none	
NEW	TRANSPAC	CCTA/TRANSPAC	SR4: Add an eastbound mixed-flow lane from the lane-drop west of Port Chicago Highway to east of Willow Pass Road (West)		22	26.7	2020	26.7	none	
					28	34	2020	34	none	

6. Presentation/Discussion of the CCTA's Proposed Guidelines for both the Measure J Transportation for Livable Communities and the Pedestrian, Bicycle and Trail Facilities (PBTF) Proposed Guidelines by Brad Beck, CCTA Senior Transportation Planner

Attachments:

- SWAT comment letters on the CC-TLC and PBTF;
- March 2, 2011 Planning Committee action report to CCTA on the proposed guidelines for the Measure J Transportation for Livable Communities and Pedestrian, Bicycle and Trail Facilities Programs;
- CCTA March 18, 2011 Memo from Randell H. Iwasaki, CCTA Executive Director, "Release of Draft Guidelines for the Measure J TLC Program";
- The following Measure J excerpts: "Pedestrian Bicycle and Trail Facilities Program"; "Transportation for Livable Communities Project Grants" and "Summary of the Contra Costa Transportation for Livable Communities Program"



SWAT

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April 4, 2011

David Durant, Chair
Contra Costa Transportation Authority
2999 Oak Road, Suite 100
Walnut Creek, CA 94597

RE: SWAT Comments on the proposed Measure J Transportation for Livable Communities (CC-TLC) Program Guidelines

Dear Chair Durant:

At their April 4, 2011 meeting, the Southwest Area Transportation Committee (SWAT) discussed at length the proposed CC-TLC Program Guidelines. As a means of setting the context, the SWAT Committee wishes to re-state and underscore the intent of the CC-TLC Program to serve as a funding source that supports all local efforts undertaken to achieve livable communities. These funds are particularly critical for those projects that have difficulty competing for state or federal funds because of their comparatively small size. Within this context, SWAT would like to respectfully submit their comments and concerns:

- **Maintain the Character of Local Funding - Flexibility:** SWAT is concerned that the prescriptive nature of the proposed Guidelines would result in the unintended consequence of potentially obstructing rather than facilitating the delivery of local projects that would create livable communities.
- **Focus on Goals and Operating Parameters:** To address the previously stated concern, SWAT advocates that the Guidelines focus primarily on defining:
 - a. Purpose of the program
 - b. Eligibility
 - c. Funding cycles
 - d. RTPCs role in reviewing and recommending projects
- **Promote Adaptability, Minimize Uniformity:** To achieve the overarching goal of preserving flexibility, SWAT also advocates that the proposed Guidelines be substantially simplified so that each RTPC may advance projects, with an adaptable approach that addresses the inherent diversity of needs within each subregion. To achieve this objective, SWAT recommends the elimination of the following:
 - a. *Project Components:* As proposed, the Guidelines divide eligible projects into their component parts (plans, design, construction, etc.), and impose set-aside requirements as well as minimum project funding requests, to

various components. SWAT is concerned that this detailed description of project components would also result in unintended consequences – potentially hindering the program from adapting to the changing needs of a diverse county with a detailed prescription of what may be funded over the course of the next two decades.

- b. *Minimum Requests:* As proposed, the Guidelines require minimum project funding requests. As an example, a minimum request for preliminary engineering and design is set at \$75,000. Given that preliminary engineering typically represents 10-15% of a project's total cost, only large projects would be eligible for CC-TLC funding.

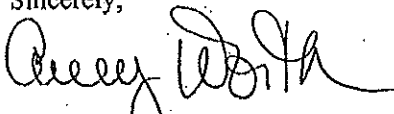
SWAT is particularly concerned about this requirement, as it conflicts with the intent of a local funding source to serve local project needs. It also presents a challenging situation for SWAT jurisdictions where many projects are substantially smaller in scope. Further exacerbating this concern is the recognition that these funds (along with PBTF funds) are one of the few sources of funding for small local projects available to jurisdictions given that much of the Strategic Expenditure Plan funds within the southwest have been programmed for the Caldecott Tunnel in the early years of Measure J.

- c. *Prescriptive Project Review:* As proposed, the Guidelines define project review criteria, process, and application requirements. SWAT is concerned that this prescriptive approach to project selection could potentially hinder each subregion's ability to adapt to changing needs and require a level of administrative capacity that is not uniform across all subregions.

SWAT recommends that the focus of the program should be to ensure that all recommended projects meet the legislative intent of Measure J. Beyond that, it is recommended that the review process be defined by each RTPC.

Thank you for your consideration and opportunity to comment on this matter. If you should have any questions or comments, please contact Andy Dillard, SWAT Administrator at (925) 314-3384, or adillard@danville.ca.gov

Sincerely,



Amy Worth, Chair
Southwest Area Transportation Committee
Contra Costa County, CA

Cc: Randell H. Iwasaki, Executive Director
Brad Beck, Senior Transportation Planner
SWAT and SWAT TAC; WCCTAC; Christina Atienza; TRANSPAC, Barbara Neustadter; TRANSPLAN, John Cunningham; CCTA, Danice Rosenbohm



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April 11, 2011

Elizabeth M. Murphy, Secretary
 Securities and Exchange Commission
 100 F Street, NE.
 Washington, DC 20549-1090

RE: Comments to Proposed Rules 15Ba1-1 through 15Ba1-7

Dear Ms. Murphy,

At their meeting of March 7, 2011, the Southwest Area Transportation Committee (SWAT) discussed and provided comments on the Securities and Exchange Commission (SEC) proposed Rules 15Ba1-1 through 15Ba1-7, and specifically, the proposed Rules definition of "municipal advisor."

It is the position of SWAT that appointees serving on the governing body of a municipal entity should be excluded from the proposed Rules definition of "municipal advisor," regardless of whether they were elected to such office, serve as ex officio members, or were appointed without election. Requiring these officials to register will increase the costs that state and local governments must bear, reduce the number of qualified individuals willing to volunteer for such duties, and may reduce the quality of services available to municipal entities. States already extensively regulate the activities of public officials and enforce accountability through reporting measures similar to those contemplated by the Rules. We urge you to reconsider your suggested treatment of appointed members of a municipal entity's governing body, and to allow them the same exemption provided to elected officials.

Thank you for your consideration and opportunity to comment on this matter. If you should have any questions or comments, please contact me at (925) 253-4220, or aworth@ci.orinda.ca.us.

Sincerely,

Amy Worth, Chair
 Southwest Area Transportation Committee
 Contra Costa County, CA

Cc: SWAT; SWAT TAC; John Cunningham, TRANSPAN; Christina Atienza, WCCTAC; Barbara Neustadter, TRANSPAC; Danice Rosenbohm, CCTA; Randell Iwasaki, CCTA



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April 4, 2011

David Durant, Chair
 Contra Costa Transportation Authority
 2999 Oak Road, Suite 100
 Walnut Creek, CA 94597

RE: SWAT Comments on the proposed Measure J Pedestrian, Bicycle and Trail
 Facilities (PBTF) Program Guidelines

Dear Chair Durant:

At their April 4, 2011 meeting, the Southwest Area Transportation Committee (SWAT) discussed at length the proposed PBTF Program Guidelines. As a means of setting the context, the SWAT Committee wishes to express the importance of insuring ability of local jurisdictions to utilize a funding source available for bicycle, pedestrian and trail projects that currently have difficulty competing for state or federal funds due to their smaller scope of work and project costs.

The need to ensure funding and programming flexibility is particularly acute in SWAT because much of the Strategic Expenditure Plan funds within the southwest have been dedicated to the Caldecott Tunnel in the early years of Measure J. Within this context, SWAT would like to respectfully submit their comments and concerns:

1. "Normal Accommodations": The proposed Guidelines (page 2) prohibits the use of these funds in the following manner:

"Countywide share funds can only be used to fund the bicycle or pedestrian portion of a roadway improvement primarily design[ed] for vehicular movement and only if the bicycle and pedestrian improvements go beyond normal accommodation. A project would go beyond "normal accommodation" if the bicycle or pedestrian facilities exceed the agency's adopted standards for the facility on which the improvement is proposed to [be] made."

As currently defined, this definition prohibits an agency from using PBTF funds to deliver projects that are identified in a community's plan (such as a general plan, specific plan, or bicycle and pedestrian plan).

SWAT is concerned about this requirement's inherent contradiction because it is inconsistent with the intent of the program and with the PBTF Guidelines' parallel requirement for eligible projects to be listed in the *Countywide Bicycle and Pedestrian Plan* (many of which are embedded within locally adopted plans).

It is SWAT's understanding that this restriction is intended to prohibit the use of PBTF funds to supplant existing funding commitments to roadway projects that already have a bicycle or pedestrian facility. SWAT is supportive of this intent and recommends the following modification to address the unintended contradiction:

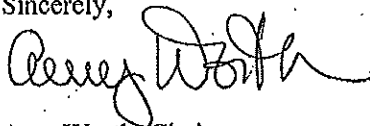
"Countywide share funds can only be used to fund the bicycle or pedestrian facilities. If the bicycle or pedestrian facility is a part of a larger portion of a roadway improvement project not primarily design[ed] for increasing vehicular movement capacity, then the bicycle and pedestrian facility is eligible for these funds and only if the bicycle and pedestrian improvements go beyond normal accommodation."

2. **Minimum and Maximum Requests:** The proposed Guidelines establish a minimum request of \$100,000 in an effort to minimize administrative CCTA oversight. This requirement presents a challenging situation for the southwest area, where many projects are substantially smaller in size, and by definition, become ineligible to receive project funding.

SWAT recommends that this requirement be eliminated, reduced or defined in a manner that allows for project bundling across jurisdictional boundaries.

Thank you for your consideration and opportunity to comment on this matter. If you should have any questions or comments, please contact Andy Dillard, SWAT Administrator, at (925) 314-3384, or adillard@danville.ca.gov

Sincerely,



Amy Worth, Chair
Southwest Area Transportation Committee
Contra Costa County, CA

Cc: Randell H. Iwasaki, Executive Director
Brad Beck, Senior Transportation Planner
SWAT and SWAT TAC; WCCTAC, Christina Atienza; TRANSPAC, Barbara Neustadter; TRANSPLAN, John Cunningham; CCTA, Danice Rosenbohm



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April 4, 2011

David Durant, Chair
 Contra Costa Transportation Authority
 2999 Oak Road, Suite 100
 Walnut Creek, CA 94597

RE: SWAT Comments on the proposed Safe Routes to School (SR2S) Program Funding Allocation Approach

Dear Chair Durant:

At their April 4, 2011 meeting, the Southwest Area Transportation Committee (SWAT) discussed at length the proposed Safe Routes to School funding allocation approach. SWAT recognizes and appreciates the complexities and restrictions associated with using federal CMAQ funds for program implementation.

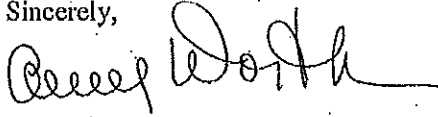
However, the Committee is particularly concerned about the \$500,000 minimum project size requirement in order to be eligible for funding. This requirement presents a challenging situation for southwest area jurisdictions, where many projects are substantially smaller in size. Furthermore, SWAT is concerned that the requirement serves to foster a sense of competition rather than a spirit of collaboration within and among the jurisdictions of Contra Costa.

Consistent with the overarching goal of insuring the greatest flexibility for local programs, SWAT supports the following recommendations identified during a meeting of RTPC Managers, SR2S Task Force members, and Authority staff on March 28, 2011:

1. Pursue a fund exchange request (federal CMAQ funds for Measure J funds associated with a capital project with CMAQ-eligible components and complementary time frames);
2. Provide for and facilitate "project bundling" across jurisdictional boundaries;
3. Provide for the ability to allocate funds at the subregional level in a manner that addresses the inherent diversity of each subregion's needs.

Thank you for your consideration and opportunity to comment on this matter. If you should have any questions or comments, please contact Andy Dillard, SWAT Administrator, at (925) 314-3384, or adillard@danville.ca.gov

Sincerely,

A handwritten signature in black ink, appearing to read "Amy Worth". The signature is fluid and cursive, with the first name "Amy" written in a larger, more prominent script than the last name "Worth".

Amy Worth, Chair
Southwest Area Transportation Committee
Contra Costa County, CA

Cc: Randell H. Iwasaki, Executive Director
Brad Beck, Senior Transportation Planner
SWAT and SWAT TAC; WCCTAC, Christina Atienza; TRANSPAC, Barbara
Neustadter; TRANSPLAN, John Cunningham; CCTA, Danice Rosenbohm



Planning Committee STAFF REPORT

Meeting Date: March 2, 2011

Subject	Proposed Guidelines for the Measure J Transportation for Livable Communities and Pedestrian, Bicycle and Trail Facilities Programs
Summary of Issues	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.
Recommendations	Review the proposed guidelines, refine policies, and circulate to the RTPCs for review and comment.
Financial Implications	During the first five years of Measure J (FY 2009-10 through FY 2014-15), an estimated \$ 22.7 <u>15.5</u> million will be available through the CC-TLC program and \$ 6.7 <u>6.1</u> million through the PBTF program
Options	Revise the draft CC-TLC and PBTF guidelines
Attachments (See PC Packet, dated 3/2/11 for A & B)	<ul style="list-style-type: none"> A. Draft Guidelines for Measure J Program 12: Transportation for Livable Communities B. Draft Guidelines for Measure J Program 13: Pedestrian, Bicycle and Trail Facilities C. Draft Cover Letter
Changes from Committee	<i>The Planning Committee recommended that Authority staff should prepare a cover letter for the proposed guidelines for both programs that identifies the policy issues raised in this boardletter as well as the questions about the proposed minimums and maximums identified by the Planning Committee meeting. The vote was 4-1 to release the draft guidelines with Commissioner Durant, who</i>

recommended that the criteria not ask for letters of public support, voting no. Commissioner Durant noted that if a project was consistent with adopted local policy it would have already gone through a public vetting.

Background

Measure J allocates 6.5 percent of the sales tax revenues received — 6.94 percent if additional funds allocated specifically to West County are added in — to Programs 12 and 13 : the Contra Costa Transportation for Livable Communities and Pedestrian, Bicycle and Trail Facilities programs. Staff has been working with an ad hoc group of staff for the CC-TLC program, and the Countywide Bicycle and Pedestrian Advisory Committee for the PBTF program to develop guidelines and a process for allocating these revenues. Staff brought these proposed guidelines to the TCC on February 17, and incorporated the committee's recommendations as noted below.

Allocation of Funding: The projects receiving CC-TLC funds will be recommended by the RTPCs, while the projects receiving PBTF funds will be identified through a countywide call for projects. Staff proposes to program funds from both sources through program-specific Strategic Plans.

Estimated Funding Available: Based on the revenue estimates in for the most recent Strategic Plan update that the Authority adopted in February, about \$22.715.5 million will be available through the CC-TLC program through FY 14-15 and ~~\$6.7~~ \$6.1 million through the PBTF program. These estimates include the additional revenues set aside in Programs 25b and 26b for TLC and PBTF projects in West County but exclude the amount already allocated to the El Cerrito Central Avenue/Liberty Street streetscape improvements. In addition, all of the CC-TLC funds available to East County through Measure J are already allocated to the eBART and the Bailey Road transit access projects. Staff also expects these estimates to be higher than the Authority will actually receive.

Planning Committee STAFF REPORT

March 2, 2011

Page 3 of 8

Measure J Transportation for Livable Communities Program

Estimated Funding Available, FY 2011–2015

Total (Program 12) ¹	100%	\$14,353,445
less 1.5% administrative takedown	98.5%	\$14,138,144
Additional West County (Program 25b) ²	100%	\$1,403,325
less 1.5% administrative takedown	98.5%	\$1,382,275
Total Available Funding		\$15,520,419
<i>Subregional Shares (by 2009 population)</i>		
West ³	23.8%	\$6,037,776
Central	29.4%	\$5,741,600
East	27.6%	—
Southwest	19.1%	\$3,741,043

1 Excludes the East County share of CC-TLC funds are already allocated to the eBART and Bailey Road transit access projects

2 Excludes \$210,000 already allocated to the Central/Liberty streetscape improvements project

3 Includes funds from both Program 12 and Program 25b

Measure J Pedestrian, Bicycle and Trail Facilities Program

Estimated Funding Available, FY 2011–2015

Total (Program 13)	100%	\$6,050,169
less 1.5% administrative takedown	98.50%	\$5,959,417
Additional West County (Program 26b)	100%	\$161,293
less 1.5% administrative takedown	98.50%	\$158,873
<i>Share of Pedestrian, Bicycle and Trail Facilities Program Funds</i>		
Countywide Competitive Share	67%	\$3,972,944
EBRPD Share	33%	\$1,986,472
Additional West County		\$158,873

Eligible Projects: The two programs would fund similar, but not identical, types of projects:

1. The CC-TLC program will fund projects that would “encourage the use of alternatives to the single occupant vehicle such as: pedestrian, bicycle and streetscape facilities, traffic calming and transit access improvements.” These projects must either “(a) facilitate, support and/or catalyze developments, especially affordable housing, transit-oriented or mixed-use development, or (b) encourage the use of alternatives to the single

occupant vehicle and promote walking, bicycling and/or transit usage." Funds can be used for both planning and construction.

2. The PBTF program will fund "construction of pedestrian and bicycle facilities including regional trails throughout Contra Costa." Two-thirds of the funds are to complete projects in the Countywide Bicycle and Pedestrian Plan and the remaining third will be allocated to the EBRPD for developing or rehabilitating paved regional trails.

The CC-TLC eligibility restrictions also apply to projects funded with the additional West County CC-TLC funds. The additional West County PBTF funds, however, are not limited to projects in the CBPP and can be used for both trail, bicycle and pedestrian capital facilities, both construction and maintenance.

Eligible Sponsors: The CC-TLC explicitly limits eligible sponsors to:

1. Local jurisdictions that comply with the Measure J GMP "at the time a grant is approved by funding allocation by the Authority"¹ and
2. Transit agencies

The proposed PBTF guidelines limit sponsors to those public agencies that can fulfill the Authority's guidelines for implementing Measure J projects.

POLICY ISSUES

Staff has identified a number of issues that we hope the TCC will focus on. These issues are identified in the draft guidelines by the line — | — at the left hand side of the text block.

CC-TLC Program

Required Match. The CC-TLC working group recommended that, to ensure the commitment of sponsors to the plan or project proposed, a local match should be required as follows:

- Plans (specific plans, general plan amendments, etc.); and preliminary 20 percent of total project cost, which can be met, in whole or in part, through local staff time

¹ Measure J: Contra Costa's Transportation Sales Tax Expenditure Plan; November 2, 2004, as amended through July 15, 2009.

Planning Committee STAFF REPORT

March 2, 2011

Page 5 of 8

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- **Preliminary engineering/design:** 20 percent of total project cost, which can be met, in whole or in part, through local staff time
 - **Project Development and Construction:** 10 percent of total project cost, which can be met, in whole or in part, through local staff time

Minimum and Maximum Requests: The working group also suggested minimum and maximum requests. The draft guidelines include the following:

- **Plans and preliminary engineering/design:** \$75,000 to \$200,000
- **Project Development and Construction:** \$125,000 to the amount available for allocation by the RTPC

RTPC Treatment of Planning and Design Proposals: The draft guidelines would give the RTPCs the discretion to set aside up to 25 percent of the CC-TLC funds allocated to their subregion specifically for funding plans and design. Staff included this recommendation as a way of offsetting somewhat the bias towards actual construction in the proposed criteria.

Criteria: The draft guidelines propose nine criteria. The first six are taken directly from the six CC-TLC goals set in Measure J. The other three would be used to assess the readiness and feasibility of the proposed project, its consistency with locally adopted policies and the amount of local match above the minimum required.

PBTF Program

What Projects are in the CBPP? Measure J limits the countywide share of PBTF funds to those projects that are "in the Countywide Bicycle and Pedestrian Plan." The draft guidelines would define being in the CBPP as:

- Specifically listed in Appendix E, Local Bicycle and Pedestrian Projects, of the most recent CBPP as a bicycle, pedestrian or TLC project
- A bicycle project identified in Appendix D, Local Bicycle Networks, of the most recent CBPP as either an existing or proposed bicycle facility; while completion of *proposed* facilities are generally a higher priority, improvements to *existing* facilities may also be funded if they would significantly improve the usefulness of a facility
- A pedestrian project located in a priority location — pedestrian-oriented districts, routes to transit, and routes to other key activity centers — as described in the most recent CBPP

Minimum and Maximum Requests: The draft guidelines would set the following minimum and maximum requests:

- **Minimum request** of \$100,000
- **Maximum request** of one-half of the available PBTF funds currently unprogrammed or \$2.5 million, whichever is greater

Application: Because it is a competitive countywide program with criteria for selecting projects established in the CBPP, the PBTF will need to use an application process through which sponsors describe their proposed project and demonstrate how well it meets both the criteria set in the CBPP and the Authority's policies for implementing projects.

TCC COMMENTS ON THE GUIDELINES

The TCC had several comments on the two sets of guidelines. Staff has tried to incorporate them into the drafts in Attachments A and B.

CC-TLC Guidelines

Simplify the application. To lessen the burden on local staff, the TCC suggested that the application be as simple as possible. TCC members did recognize that the application needs to provide enough information for RTPC and Authority to identify those projects that best meet the goals of the Measure J and its TLC program.

Recognize subregional differences. TCC members suggested that the guidelines should explicitly recognize that different RTPCs would emphasize different policy objectives.

Three- or Five-Year Programming Period. Measure J gave RTPCs the option of recommending either a three- or five-year program of CC-TLC funding. The purpose of this option was to allow the RTPCs to reserve funds for larger projects that would need funds from expected future revenues. To carry out this part of Measure J, the draft guidelines would allow to the RTPCs to hold two years of their share of the CC-TLC funds for programming in later funding cycles. The TCC asked that the guidelines be clarified on this point.

60 percent design. The draft guidelines required that any funding for project design go at least through the 60 percent design stage. The TCC asked that the guidelines clarify designing to the 60 percent stage is the minimum that the CC-TLC program would fund, but that the program could fund up to the completion of the design phase.

Set aside for plans. The TCC asked to clarify the proposed language allowing the RTPCs to set aside a portion of their share of CC-TLC funds exclusively for planning and design. Staff has tried

*Planning Committee STAFF REPORT**March 2, 2011**Page 7 of 8*

to clarify that RTPCs use a greater share of their CC-TLC funds than the maximum set aside for planning in the guidelines.

PBTF Guidelines

Normal accommodation. The draft guidelines propose that no PBTF funds can be used to fund a project that would primarily serve vehicular traffic, even if the project includes The TCC asked that the guidelines clarify what "normal accommodation" means in this context. Staff Authority staff has made changes to attempt to clarify this.

Other Comments

TCC members ~~suggested~~ recommended that the draft guidelines be sent to the City-County Engineers Advisory Committee for review as well as to the RTPCs. Staff Authority staff endorses having the CCEAC review the guidelines.

~~Staff TCC members~~ also ~~suggests~~ recommended that the Authority incorporate site ~~review visits~~ into the process for evaluating ~~funding applications for PBTF funding~~. Staff Authority staff is willing to consider ~~try to organize~~ such visits but recommends not including them in the guidelines themselves.

REVIEW PROCESS

The Authority is asking the Planning Committee to release the draft guidelines for the two programs for review by the RTPCs as well as the CCEAC. The deadline to submit comments on the guidelines would be April 22. The CBPAC and the CC-TLC working group will review the comments submitted and recommend the final proposed guidelines for the two programs. The PC would review the guidelines again in June with Authority approval later that month.

PLANNING COMMITTEE COMMENTS (new subsection)

The Planning Committee discussed several issues in depth.

- Why were the minimum and maximum request levels set at as proposed? Are they consistent with the range of requests that the Authority could reasonably be expected to receive? In particular, is the minimum proposed for design and engineering projects too high?

- Is there a way to be more objective in evaluating feasibility? Perhaps the Authority could require a sponsor that is not able to complete the project to pay back any Measure J funds received.
- The PC discussed, but didn't come to consensus on, whether letters of support from public organizations or individuals are relevant or useful in evaluating proposed projects.



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March 16, 2011

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From: Randell H. Iwasaki, Executive Director
To: Regional Transportation Planning Committees and Transit Operators
Re: Release of Draft Guidelines for the Measure J TLC and PBTF Program

Measure J includes two programs — the Contra Costa Transportation for Livable Communities (CC-TLC) program and the Pedestrian, Bicycle and Trail Facilities (PBTF) program — and allocates 6.5 percent of the sales tax revenues received to them. (This share rises to 6.94 percent if the additional funds allocated specifically to West County for these two programs are included.) Working with an ad hoc group of staff for the CC-TLC program and the Countywide Bicycle and Pedestrian Advisory Committee for the PBTF program, staff has prepared draft guidelines and a process for allocating these revenues.

Randell H. Iwasaki,
Executive Director

The Authority is releasing the draft guidelines for review and comment by the Regional Transportation Planning Committees (RTPCs), transit agencies and other agencies that could receive funding through these two programs. We would like your comments by April 22.

Basics of the Programs

ELIGIBLE PROJECTS

The two programs would fund similar, but not identical, types of projects:

- The **CC-TLC program** will fund projects that would “encourage the use of alternatives to the single occupant vehicle such as: pedestrian, bicycle and streetscape facilities, traffic calming and transit access improvements.” These projects must either “(a) facilitate, support and/or catalyze developments, especially affordable housing, transit-oriented or mixed-use development, or (b) encourage the use of alternatives to the single occupant vehicle and promote walking, bicycling and/or transit usage.” Funds can be used for both planning and construction. The West County-specific funds must also be allocated consistent with this direction.
- The **PBTF program** will fund “construction of pedestrian and bicycle facilities including regional trails throughout Contra Costa.” Two-thirds of the funds are to complete projects in the Countywide Bicycle and Pedestrian Plan (CBPP) and the remaining third will be allocated to the EBRPD for developing or rehabilitating paved

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regional trails. The additional West County funds are not limited to projects in the CBPP and can be used for both construction and maintenance.

ELIGIBLE SPONSORS

The **CC-TLC program** explicitly limits eligible sponsors to:

1. Local jurisdictions that comply with the Measure J GMP “at the time a grant is approved by funding allocation by the Authority” and
2. Transit agencies

The proposed **PBTF program** guidelines limit sponsors to those public agencies that can fulfill the Authority’s guidelines for implementing Measure J projects.

ALLOCATION PROCESS

Both the CC-TLC or PBTF programs are “competitive”. That is, potential recipients of funding through must compete against other potential recipients for the limited amount of funding available. The two programs differ, however, in who recommends how the funding is allocated. In the **CC-TLC program**, however, sponsors will apply to the RTPCs who will have a share of available funding to allocate to projects within their subregion.¹ The **PBTF program**, however, is “countywide competitive” and sponsors will apply directly to the Authority for funding. The Authority will use its Countywide Bicycle and Pedestrian Advisory Committee to review applications and make the initial funding recommendations. Recommended allocations for both programs must be consistent with the adopted program guidelines.

The draft guidelines outline an application for each of the programs. The applications would cover four subjects:

1. **Basic project information** including project name, sponsor contacts, requested funding, and potential phasing.
2. **Project description** including a description of project components, the need for the project, and its location and context.
3. **The ability to meet program criteria** including the feasibility and readiness of the project.
4. **Cost estimates and schedule.**

¹ East County will have no CC-TLC funding to allocate, however, since that funding has been previously allocated to the eBART and Bailey Road transit access projects.

*Regional Transportation Planning Committees and Transit Operators**March 16, 2011**Page 3*

Projects for the **CC-TLC program** will be selected on how well they further the six goals of the program outlined in Measure J as well as the project's feasibility, consistency with local policies, and the extent of matching funds provided. Projects for the **PBTF program** will be selected on how well they meet the criteria established in the most recent CBPP.

The Authority would use the recommendations from the RTPCs and the CBPAC to create the CC-TLC and PBTF components of the Measure J Strategic Plan. These two documents will component will build on the revenue estimates and implementation policies included in the Measure J Strategic Plan and outline the amounts programmed to each selected project by fiscal year. An appendix to each component will include a fact sheet describing each project funded through the programs.

Available Funding

The following two tables outline the estimated funding available for fiscal years 2011 through 2015. This programming period is the same as will be used in the updated Measure J Strategic Plan.

Measure J Transportation for Livable Communities Program

Estimated Funding Available, FY 2011–2015

Total (Program 12) ¹	100%	\$14,353,445
less 1.5% administrative takedown	98.5%	\$14,138,144
Additional West County (Program 25b) ²	100%	\$1,403,325
less 1.5% administrative takedown	98.5%	\$1,382,275
Total Available Funding		\$15,520,419

Subregional Shares (by 2009 population)

West ³	23.8%	\$6,034,626
Central	29.4%	\$5,741,600
East	27.6%	—
Southwest	19.1%	\$3,741,043

1 Excludes the East County share of CC-TLC funds are already allocated to the eBART and Bailey Road transit access projects

2 Excludes \$210,000 already allocated to the Central/Liberty streetscape improvements project

3 Includes funds from both Program 12 and Program 25b

*Measure J Pedestrian, Bicycle and Trail Facilities Program***Estimated Funding Available, FY 2011–2015**

Total (Program 13)	100%	\$6,050,169
less 1.5% administrative takedown	98.50%	\$5,959,417
Additional West County (Program 26b)	100%	\$161,293
less 1.5% administrative takedown	98.50%	\$158,873
<i>Share of Pedestrian, Bicycle and Trail Facilities Program Funds</i>		
Countywide Competitive Share	67%	\$3,972,944
EBRPD Share	33%	\$1,986,472
Additional West County		\$158,873

Policy Questions

The Authority would particularly like to get RTPC and agency comments on several issues.

MINIMUM AND MAXIMUM REQUESTS

The guidelines establish minimum and maximum levels of funding that sponsors can request for both programs. These minimums and maximums are intended to provide a reasonable range of funding levels so that useful projects can be funded but not so broad a range that the administrative costs of a large number of projects do not overwhelm Authority staff resources.

LOCAL MATCH

The proposed guidelines for the CC-TLC program (but not the PBTF program) would require a local match for any Measure J funds received. Such a requirement will show the commitment of project sponsors to the project.

DISCRETIONARY SET ASIDE FOR PLANS AND DESIGN

The proposed guidelines would allow the RTPCs to carve out up to 25 percent of their share of CC-TLC funds exclusively for funding plans or preliminary engineering and design. (The guidelines, however, would allow RTPCs to allocate more than 25 percent of their share to plans and design, but not to set aside more than 25 percent *exclusively* for those purposes.)

*Regional Transportation Planning Committees and Transit Operators**March 16, 2011**Page 5***FEASIBILITY**

The Planning Committee was concerned that the feasibility criterion be as objective as possible. One suggestion, which is not in the guidelines as currently written, would be to require that any sponsor unable to complete the project for which Measure J funds were allocated return those funds for programming to other projects.



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March 18, 2011

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 Bill Shinn

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

To: Regional Transportation Planning Committees and Transit Operators

Re: **Release of Draft Guidelines for the Measure J TLC and PBTF Program**

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The Authority is releasing the draft guidelines for both programs (attached) for review and comment by the Regional Transportation Planning Committees (RTPCs), transit agencies and other agencies that could receive funding through these two programs. We would like your comments by April 22, 2011.

Basics of the Programs

ELIGIBLE PROJECTS

The two programs would fund similar, but not identical, types of projects:

- The **CC-TLC program** will fund projects that would “encourage the use of alternatives to the single occupant vehicle such as: pedestrian, bicycle and streetscape facilities, traffic calming and transit access improvements.” These projects must either “(a) facilitate, support and/or catalyze developments, especially affordable housing, transit-oriented or mixed-use development, or (b) encourage the use of alternatives to the single occupant vehicle and promote walking, bicycling and/or transit usage.” Funds can be used for both planning and construction. The West County-specific funds must also be allocated consistent with this direction.
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*Regional Transportation Planning Committees and Transit Operators
March 18, 2011
Page 2*

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Regional Transportation Planning Committees and Transit Operators

March 18, 2011

Page 3

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Regional Transportation Planning Committees and Transit Operators

March 18, 2011

Page 4

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FEASIBILITY

The Planning Committee was concerned that the feasibility criterion be as objective as possible. One suggestion, which is not in the guidelines as currently written, would be to require that any sponsor that is unable to complete the project for which Measure J funds were allocated return those funds for programming to other projects.

cc: Jim Townsend, East Bay Regional Park District

file: 13.01.01.01
13.01.02.01

DRAFT

18 March 2011

MEASURE J TRANSPORTATION FOR LIVABLE COMMUNITIES (CC-TLC) PROGRAM

Program Guidelines

Identified policy questions are shown by the gray bar at the left of the text block

Background

The Measure J Transportation for Livable Communities (CC-TLC) program will fund plans and facilities that support walkable, mixed-use, transit-supportive communities or that encourage more walking, bicycling and transit use. Measure J allocates five percent of revenues received to program. (An additional 0.4 percent is set aside exclusively for eligible projects and sponsors in West County.)

CC-TLC GOALS

1. Help create walkable, pedestrian-friendly neighborhoods and business districts;
2. Promote innovative solutions, including compact building design and context-sensitive site planning that is integrated with the transportation system;
3. Help create walkable, pedestrian-friendly access linking housing and job centers to transit;
4. Help create affordable housing;
5. Encourage a mixture of land uses and support a community's development or redevelopment activities; and
6. Provide for a variety of transportation choices to enhance a community's mobility, identity, and quality of life.

What Projects and Sponsors Are Eligible?

The CC-TLC program will fund transportation improvements that either:

1. Facilitate, support or catalyze more compact, mixed-use development that includes affordable housing, and development that is pedestrian-friendly or integrated into transit networks, or
2. Encourage the use of alternatives to the single occupant vehicle and promote walking, bicycling and/or transit usage.

This type of development provides residents with a broad range of housing choices, easy access to public facilities, and alternatives to the use of the automobile for commuting, shopping or recreation.

The program will fund both plans and facilities.

ELIGIBLE PLANNING EFFORTS

The CC-TLC program can fund local planning efforts that are intended to lead to the development of compact, mixed-use, walkable and transit-supportive areas, especially those that include affordable housing. These efforts could include General Plan Amendments, Specific Plans and master plans consistent with the goals and objectives of the CC-TLC program.

ELIGIBLE PROJECTS

The following table lists projects that are eligible for CC-TLC funding. Additional improvements may be eligible but must help achieve the program's goals.

Bicycle improvements	<ul style="list-style-type: none"> ▪ Multi-purpose (Class I) trails, Class II bike lanes and Class III bike routes including bicycle boulevards ▪ Class I overcrossings of roadways and waterways ▪ Bicycle parking ▪ Signage and wayfinding
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*Draft Guidelines for the Measure J Transportation for Livable Communities Program**18 March 2011**Page 3*

Pedestrian Improvements	<ul style="list-style-type: none"> ▪ New or upgraded sidewalks, crosswalks and pathways, including bulb-outs, mid-block crossings, and pedestrian refuges ▪ Public plazas ▪ Pedestrian-scaled wayfinding signage ▪ Street furniture and landscaping that comfort and attractiveness of pedestrian facilities, including pedestrian-scale lighting, bus shelters, tree grates, bollards, benches and street trees
<hr/>	
Transit Improvements	<ul style="list-style-type: none"> ▪ Bus stops and shelters ▪ Improvements at transit stations that provide or improve pedestrian or bicycle access ▪ Signage for wayfinding, schedules and route maps
<hr/>	
Other Eligible Improvements	<p>Other transportation improvements that support and are necessary for the development of compact, mixed-use, walkable districts, including but not limited to:</p> <ul style="list-style-type: none"> ▪ Roadway improvements that enhance traffic flow consistent with creating areas that encourage walking, bicycling and transit use and locally adopted plans and policies ▪ Traffic calming ▪ Signals that better accommodate pedestrians and bicyclists, including bike and pedestrian detection loops

INELIGIBLE PROJECTS AND PLANS

Any project that does not help achieve the goals of the CC-TLC program would not be eligible for CC-TLC funding. Ineligible projects include:

- Roadway or other transportation improvements that do not support compact, mixed-use development and workforce housing
- Roadway or other transportation improvements that detract from the walkability of the surrounding area
- Operations, including transit operations and bike stations whether or not the hardware necessary for these operations is eligible for funding
- Incentive programs including transit subsidies

ELIGIBLE PHASES AND PROJECT COMPONENTS

The CC-TLC program may be used to fund any project phase or component allowed in Exhibit E, Eligible Cost Guidelines for Measure J Funded Projects, with the following restrictions:

Plans

Sponsors may request CC-TLC funds specifically for the preparation of General Plan Amendments, Specific Plans and other plans intended to create more compact, walkable and transit-supportive districts. These plans must include policies, guidelines or standards for the creation of connected pedestrian or bicycle networks that serve adjoining land uses and transit networks. The CC-TLC program can be used to fund environmental clearance for an eligible planning effort.

The minimum request for plans is \$75,000 and the maximum is \$200,000. A twenty percent match is required, which can be met, in whole or in part, with contributions of staff time provided by the sponsor agency or agencies.

Preliminary Engineering and Design

Sponsors may request CC-TLC funds for the preliminary engineering and design phases of project development only and separate from project construction. CC-TLC funds may be used for all phases of project design but design must be completed at least through the 60 percent design phase. Environmental clearance may be funded as part of these phases.

The minimum request for plans is \$75,000 and the maximum is \$200,000. A twenty percent match is required, which can be met, in whole or in part, with contributions of staff time provided by the sponsor agency or agencies.

Projects

Sponsors may request CC-TLC funds for the design, development and construction of eligible projects from preliminary engineering through construction, consistent with Authority policies.

The minimum request for projects is \$125,000 and the maximum will equal the amount available for allocation by the RTPC. A ten percent match is required, which can be met, in whole or in part, with contributions of staff time provided by the sponsor agency or agencies.

*Draft Guidelines for the Measure J Transportation for Livable Communities Program**18 March 2011**Page 5***ELIGIBLE SPONSORS**

Measure J limits CC-TLC funding to two types of recipients:

1. Local jurisdictions that are in compliance with the Measure J Growth Management Program (GMP) at the time the grant is approved by the Authority, and
2. Transit agencies

Other project sponsors would be eligible for CC-TLC funding only if they partnered with a local jurisdiction or transit agency.

Selecting Projects**RTPC ROLE**

Measure J gives the RTPCs the responsibility for reviewing applications for CC-TLC funding against the criteria in the CC-TLC guidelines and recommending which of those proposals are to be funded. It also requires the RTPCs to recommend projects "based on a three- or five-year funding cycle." The intent of this restriction was to allow the RTPCs to reserve some of their share of the CC-TLC funds until the next programming period so that the RTPC can fund a larger project. Building on that intent, these guidelines allow the RTPCs to allocate all of the funds available for the programming period or to reserve the funding available in the final two years of the programming period to be allocated in the next update of the CC-TLC component.

An RTPC, at its discretion, may set aside a share of the CC-TLC funds allocated to its subregion exclusively for developing plans or preliminary engineering and design. This share may not exceed 25 percent of the total available in any one programming period for that RTPC. An RTPC may, however, recommend allocating more than 25 percent of the funds available during any programming period to fund plans or preliminary engineering and design.

CRITERIA

1. To what extent would the project meet the six goals of the TLC program?
2. Is the project feasible and ready to implement within the time frame proposed, that is, has the sponsor completed earlier project stages?
3. Is the project consistent with locally adopted policies?
4. Does the project leverage the requested CC-TLC funding, that is, to what extent will the sponsor commit other funds to implement the project beyond the minimum required

Scoring

The emphasis in the review and ranking is on how well the proposed projects would help realize the six goals of the CC-TLC program. Proposed projects that are part of an adopted plan or would fill in and connect to an established pedestrian, bicycle, or transit network shall be given greater weight in scoring.

APPLICATION

The application form for the CC-TLC program will ask applicants to provide the following information:

1. Project information (name of project, sponsor, contact information and a summary of the requested funding)
2. Project description, including location map and design
3. Ability to meet criteria
4. Proposed funding program, including other funding sources
5. Cost estimation by item

The details of the proposed application are outlined in Exhibit A.

Programming of CC-TLC Funds

The Authority will program the CC-TLC funds through the *Transportation for Livable Communities Component of the Measure J Strategic Plan*. The CC-TLC component will build on the revenue estimates and implementation policies included in the Measure J Strategic Plan. It will contain:

1. **Introduction** describing the purpose and contents of the plan
2. **The CC-TLC Program** describing what Measure J says and providing an overview of how the program is defined in Measure J and the kinds of projects that it would fund
3. **Goals and Policies:**
 - a. Goals and policies from Measure J Strategic Plan that would affect the allocation of CC-TLC funds
 - b. Goals and policies that would apply specifically to the CC-TLC, including the criteria used to select projects and project development requirements
4. **Funding:** Estimated amount of CC-TLC funding available during the allocation period based on adopted estimates from the Measure J Strategic Plan.
5. **Programming of Funds:** Matrix of projects recommending for funding through the CC-TLC program and funding allocated by fiscal year. The CC-TLC component will track the shares of these funds that are allocated among the four subregions, consistent with the requirements of Measure J.

6. **Project Fact Sheets:** Descriptions of each plan or project to be funded through the CC-TLC program comparable to the project fact sheets in the Measure J Strategic Plan.

PROGRAMMING PERIOD AND UPDATE SCHEDULE

Programming Period and Update Schedule

The CC-TLC component will use the same programming period used in the Measure J Strategic Plan. This period corresponds to the five-year programming period for CC-TLC set in Measure J. A RTPC may choose to hold up to two years of its share of CC-TLC funds in reserve to be programmed in subsequent updates of the CC-TLC component. This is consistent with the Measure J provision that allows each RTPC the option of setting a three-year allocation of its share of these funds.

The Authority will update the CC-TLC component as part of or as soon as possible after the updating of the funding estimates in the Measure J Strategic Plan or every two years, whichever is greater.

Exhibit A

Application Outline

Measure J Transportation for Livable Communities (CC-TLC) Program Funds

1. PROJECT INFORMATION

- a. Project Name
- b. Project Location
- c. Sponsor
- d. Implementing agency (if different than sponsor)
- e. Partner agencies (only if they would play a substantial role in implementing the proposed project)
- f. Contact for project
- g. Funding
 - i. Total project cost
 - ii. Committed funding
 - iii. Requested CC-TLC funds
 - iv. Unfunded balance
- h. Potential phasing (the applicant will be asked to identify project components that could be eliminated if insufficient funding is available to fund the full project)

2. PROJECT DESCRIPTION

- a. Short Description
- b. Long Description, including purpose and issues addressed
- c. Attachments (location map, design)
- d. Maintenance and Operation: describe the agencies responsible for operating and maintaining the facility and resources to be assigned for that purpose

3. ABILITY TO MEET CRITERIA

- a. **Achievement of CC-TLC Goals:** Describe how well the proposed project achieves the six goals of the CC_TLC program

- i. Help create walkable, pedestrian-friendly neighborhoods and business districts
 - ii. Promote innovative solutions, including compact building design and context-sensitive site planning that is integrated with the transportation system
 - iii. Help create walkable, pedestrian-friendly access linking housing and job centers to transit
 - iv. Help create affordable housing
 - v. Encourage a mixture of land uses and support a community's development or redevelopment activities
 - vi. Provide for a variety of transportation choices to enhance a community's mobility, identity, and quality of life
- b. **Feasibility:** describe where the sponsor is in the project development process — design, environmental clearance, right-of-way purchase, and PS&E — and any outstanding issues
 - c. **Local and policy support:** identify policies in local plans that support the projects, the integration of the project with other local efforts, and other support from the general public, the RTPCs and other relevant agencies
 - d. **Matching funds:** identify funds from other sources that are or would be committed to the project

4. COST ESTIMATES

- a. Proposed funding plan: fill in matrix of committed and requested PBTF funding by phase and fiscal year
- b. Preliminary cost estimates: itemize costs of project components in the estimated project cost
- c. Proposed schedule: identify milestone dates for project development

DRAFT

18 March 2011

MEASURE J PEDESTRIAN, BICYCLE AND TRAIL FACILITIES (PBTF) PROGRAM

Program Guidelines

Identified policy questions are shown by the gray bar at the left of the text block

Background

Measure J sets aside 1.54 percent of sales tax revenues to fund the Pedestrian, Bicycle and Trail Facilities (PBTF) program. These revenues will fund the “construction of pedestrian and bicycle facilities including regional trails throughout Contra Costa.” The program has three components:

1. **Countywide Share:** One percent will go to “complete projects in the Countywide Bicycle and Pedestrian Plan” (CBPP)
2. **EBRPD Share:** One-half percent will go the East Bay Regional Park District (EBRPD) for the “development and rehabilitation of paved regional trails”
3. **West County Share:** The remaining 0.04 percent will go exclusively for “additional trail/pedestrian/bicycle capital projects, and/or facility maintenance in West County”

The selection of projects to be funded will differ among the three programs but the allocation of funding to those projects for all three will be outlined in the Pedestrian, Bicycle and Trail Facilities component of the Measure J Strategic Plan.

Draft Guidelines for the Measure J Pedestrian, Bicycle and Trail Facilities (PBTF) Program
 18 March 2011
 Page 2

Overall Policies

ELIGIBLE SPONSORS

Public agencies that are able to carry out eligible projects including their design, the purchase of right-of-way, requesting bids and constructing the project consistent with the Authority's policies including Resolution 08-13, *Implementation of Measure J Projects Policy* are eligible to receive PBTF funds

ELIGIBLE PROJECTS

Measure J restricts use of PBTF funds to pedestrian and bicycle facilities, including regional trails, either their construction or their maintenance, although maintenance may not be funded with the Countywide Share.

Countywide Share

ELIGIBLE SPONSORS

Any sponsor that can complete a project identified in the Countywide Bicycle and Pedestrian Plan and is eligible to receive Measure J funds can apply for and receive funding through the Countywide Share portion of the PBTF program.

ELIGIBLE PROJECTS

The countywide share of PBTF funds may be used to fund *facilities* that support and encourage walking or bicycling and that identified in the *Countywide Bicycle and Pedestrian Plan*.

Funds from the countywide share can only be used to fund the bicycle or pedestrian portion of a roadway improvement primarily design for vehicular movement and only if the bicycle and pedestrian improvements go beyond normal accommodation. A project would go beyond "normal accommodation" if the bicycle or pedestrian facilities exceed the agency's adopted standards for the facility on which the improvement is proposed to made. This approach is consistent with Measure J which states that "where it is appropriate, routine accommodation for pedestrians and bicyclists should be incorporated in construction projects funded from...other categories."

What Projects are in the CBPP?

To be considered "in the *Countywide Bicycle and Pedestrian Plan*", a proposed project must be:

- Specifically listed in Appendix E, Local Bicycle and Pedestrian Projects, of the most recent CBPP as a bicycle, pedestrian or TLC project
- A bicycle project identified in Appendix D, Local Bicycle Networks, of the most recent CBPP as either an existing or proposed bicycle facility; while completion of *proposed* facilities are generally a higher priority, improvements to *existing* facilities may also be funded if they would significantly improve the usefulness of a facility
- A pedestrian project located in a priority location — pedestrian-oriented districts, routes to transit, and routes to other key activity centers — as described in the most recent CBPP

Eligible Project Phases

PBTF funds may be used to fund all phases of a project, including design, right-of-way and construction.

Minimum and Maximum Requests

The **minimum request** of PBTF funds is \$100,000. Setting a minimum request will help limiting the cost of project oversight. This amount is consistent with the minimum amounts of bicycle and trail projects funded through Measure C.

To meet the minimum request, project sponsors combine similar projects at different locations within the jurisdiction of the sponsor into a single application. That is, the components of a project need not be contiguous but must be the same type of improvement.

The **maximum request** is one-half of the available PBTF funds currently unprogrammed or \$2.5 million, whichever is greater, through the Strategic Plan.

INELIGIBLE PROJECTS

The PBTF program can fund only those projects that directly serve pedestrians and bicyclists; no other types of projects may be funded through this program. For example, while projects that making walking or bicycling to connect to transit safer and more convenient are eligible, projects that improve transit operations are not. Similarly, if the purpose of the project is primarily to improve vehicular movement, the project would not be eligible for PBTF funds. In addition, the PBTF program will not fund:

- Planning studies (for example, the development of pedestrian plans or alignment studies),
- Operations (for example, the operation of a bike stations) are eligible for these funds, or
- Maintenance of facilities.

East Bay Regional Park District Share

ELIGIBLE SPONSORS

Only the East Bay Regional Park District is eligible for this portion of the PBTF funds.

ELIGIBLE PROJECTS

The funding available to the EBRPD through half-percent portion of the PBTF program must be spent on the improvement or maintenance of paved regional trails. Eligible projects could include improving and maintaining the trails themselves, trail crossings, lighting and signage.

MAINTENANCE OF EFFORT

[TBD]

FORMULA FOR DISTRIBUTING EBRPD FUNDS AMONG SUBREGIONS

Measure J requires that the half-percent EBRPD share of PBTF funds be spent “equally in each subregion”. The EBRPD shall use the formula used in Measure J to allocate funding to the four subregions — each subregion’s share of county population in the year 2020 — to determine subregional allocations. The EBRPD may adjust any of the subregional allocations by no more than five percent, subject to RTPC approval, to better match funding to the improvement or maintenance projects proposed. Any adjustments shall be considered in determining subregional allocations in each following PBTF component.

The subregional allocations shall be for the whole programming period, not for each programming year.

RTPC REVIEW AND APPROVAL

As part of the development and updating of the PBTF component to the Measure J Strategic Plan, the EBRPD shall develop a program of projects to develop or rehabilitate regional trails grouped by subregion. The EBRPD shall present this program of projects to each RTPC for its review. To be incorporated into the PBTF component, the projects proposed for a subregion must be approved by that subregion’s RTPC.

West County Share

The West Contra Costa Transportation Advisory Committee (WCCTAC) will recommend how the PBTF funds available through Program 26b, Additional Bicycle, Pedestrian and

Trail Facilities. Recommendations will be based on the criteria established in the most recent CBPP.

ELIGIBLE SPONSORS

Only sponsors that can legally bid and construct or maintain pedestrian, bicycle or trail facilities in West County are eligible for this portion of the PBTF funds.

ELIGIBLE PROJECTS

The 0.04 percent of Measure J funds available to West County may be allocated both to construct and maintain bicycle or pedestrian facilities and to maintain those types of facilities.

INELIGIBLE PROJECTS

The PBTF program can fund only those projects that directly serve pedestrians and bicyclists; no other types of projects may be funded through this program. For example, while projects that making walking or bicycling to connect to transit safer and more convenient are eligible, projects that improve transit operations are not. Similarly, if the purpose of the project is primarily to improve vehicular movement, the project would not be eligible for PBTF funds.

Project Selection

APPLICATION FOR PBTF FUNDING

Sponsors of projects asking for PBTF program funds must complete an application that provides detailed information on the project, including contacts, project description, cost estimates and funding plan, and an assessment of how well that project meets the criteria for selection.

The outline for the PBTF funding application is included as Exhibit A.

CRITERIA FOR SELECTING PROJECTS

The Countywide Bicycle and Pedestrian Advisory Committee (CBPAC) will review and rank project applications using the criteria established in the most recently adopted CBPP. The CBPAC and Authority may refine and clarify the criteria, including adjusting the weight of each criterion in the review process, as part of the preparation of each call for projects for the PBTF program funds. The criteria are included in Exhibit B, attached.

Programming of PBTF Funds

The Authority will program the PBTF funds through the *Pedestrian, Bicycle and Trail Facilities Component of the Measure J Strategic Plan*. The PBTF component will build on the revenue estimates and implementation policies included in the Measure J Strategic Plan as well as the policies in the most recent CBPP. It will contain:

1. **Introduction** describing the purpose and contents of the plan
2. **The PBTF Program** describing what Measure J says and providing an overview of how the program is defined in Measure J and the kinds of projects that it would fund
3. **Goals and Policies:**
 - a. Goals and policies from Measure J Strategic Plan that would affect the allocation of PBTF funds
 - b. Goals and policies that would apply specifically to the PBTF, including the criteria used to select projects and project development requirements
4. **Funding:** Estimated amount of PBTF funding available during the allocation period based on adopted estimates from the Measure J Strategic Plan.
5. **Programming of Funds:** Matrix of projects recommending for funding through the PBTF program and funding allocated by fiscal year. The PBTF component will track the EBRPD share to ensure that these funds are allocated equally among the four subregions, consistent with the requirements of Measure J.
6. **Project Fact Sheets:** Descriptions of each plan or project to be funded through the PBTF program comparable to the project fact sheets in the Measure J Strategic Plan

PROGRAMMING PERIOD AND UPDATE SCHEDULE

Programming Period

The PBTF funds will use the same programming period used in the Measure J Strategic Plan.

Update Schedule

The Authority will update the PBTF component as part of or following the updating of the funding estimates in the Measure J Strategic Plan or at least every two years, whichever is greater. It is also the Authority's intent to release the PBTF call for projects as part of or immediately following an update of the projects or policies of the CBPP.

Draft Guidelines for the Measure J Pedestrian, Bicycle and Trail Facilities (PBTF) Program
18 March 2011
Page 7

Project Development

Project sponsors must comply with all Authority requirements for implementation of projects funded through Measure J, including the requirements of Resolution 08-13-P, Implementation of Measure J Projects Policy.

Exhibit A

Application Outline

Measure J Pedestrian, Bicycle and Trail Facilities (PBTF) Program Funds

1. PROJECT INFORMATION

- a. Project Name
- b. Project Location
- c. Sponsor
- d. Implementing agency (if different than sponsor)
- e. Partner agencies (only if they would play a substantial role in implementing the proposed project)
- f. Contact for project
- g. Funding
 - i. Total project cost
 - ii. Committed funding
 - iii. Requested PBTF funds
 - iv. Unfunded balance
- h. Potential phasing (the applicant will be asked to identify project components that could be eliminated if insufficient funding is available to fund the full project)

2. PROJECT DESCRIPTION

- a. Short Description
- b. Long Description, including purpose and issues addressed
- c. Attachments (location map, design, existing and planned bicycle or pedestrian facilities within the project area, and nearby destinations that would generate or attract walking or bicycling trips)
- d. Maintenance and Operation: describe the agencies responsible for operating and maintaining the facility and resources to be assigned for that purpose

3. ABILITY TO MEET CRITERIA

Criteria used will be those outlined in the most recent CBPP.

4. COST ESTIMATES

- a. Proposed funding plan: fill in matrix of committed and requested PBTF funding by phase and fiscal year
- b. Preliminary cost estimates: itemize costs of project components in the estimated project cost
- c. Proposed schedule: identify milestone dates for project development

Exhibit A

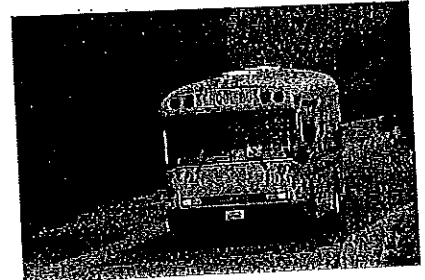
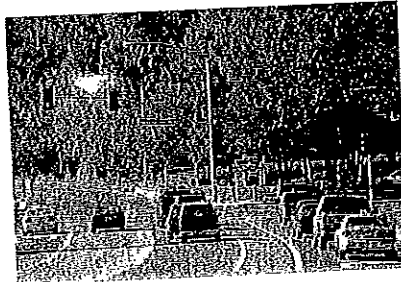
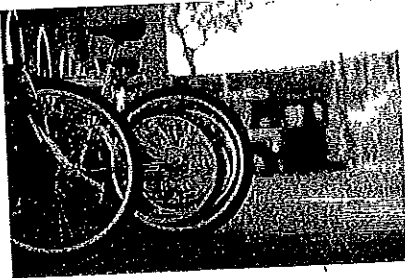
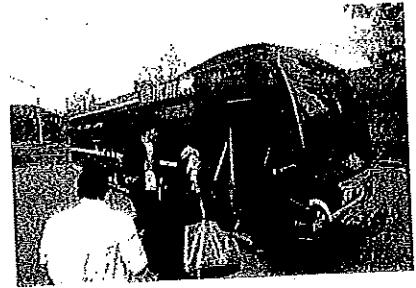
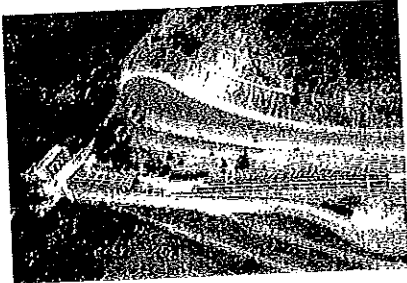
Criteria for Project Selection from Most Recent CBPP

10 February 2011

<i>Criteria</i>	<i>To what extent would the project...</i>	<i>Points</i>
Safety	Address a documented or commonly recognized safety deficiency, especially conflicts with motor vehicles	15
Range and number of users	Serve a wide range of users — children, transit riders, bicycle commuters, shoppers — and increase the number of pedestrians and bicyclists within the project area	15
Countywide or regional significance	Implement a project in a pedestrian priority location, on the countywide bicycle network or on the regional bicycle network designated by MTC	15
Destinations served	Be located near a larger number of destinations within normal walking and bicycling distance (one-half to three miles, respectively) of the project	15
Latent demand	Be more likely to generate walking and bicycling trips given other characteristics of the project area — e.g., greater population and employment density, mix of land uses, percentage of zero-vehicle households and relative lack of car parking	8
Improved connectivity	Eliminate gaps in existing pedestrian or bicycle facilities that the project, remove barriers to access that the project, and increase the directness or capacity of the bicycle/pedestrian network (including alternatives to trails that are closed overnight), especially where they facilitate connections to work, school or transit	8
Feasibility	Be able to complete the project development process — design, environmental clearance, right-of-way purchase, and PS&E — and resolve any outstanding issues	8
Local and policy support	Implement policies in local plans, integrate with other local efforts, and have support from the general public, the RTPCs and other relevant agencies	8
Matching funds	Leverage funds from other sources that are or would be committed to the project	8

Measure J

CONTRA COSTA'S TRANSPORTATION SALES TAX EXPENDITURE PLAN



CONTRA COSTA
transportation
authority

Adopted November 2, 2004, as amended
through July 15, 2009

MEASURE J TRANSPORTATION SALES TAX EXPENDITURE PLAN

bicycling and/or transit usage. Typical investments include pedestrian, bicycle, and streetscape facilities, traffic calming and transit access improvements. Both planning grants and specific transportation capital projects may receive funding under this program.

Jurisdictions will be eligible for projects that meet the eligibility criteria only if they are in compliance with the GMP at the time a grant is approved for funding allocation by the Authority. Eligible projects will be recommended to the Authority by each subregion based on a three- or five-year funding cycle, at the option of the RTPCs. Subregional programming targets will be based on the relative population share of each in 2009, and adjusted every five years thereafter. Criteria are to include flexibility so that urban, suburban and rural communities can be eligible.

A summary of the Transportation for Livable Communities program is included in Part IV.

X 13

Pedestrian, Bicycle and Trail Facilities..... 1.5% (\$30 million)

Pedestrian, bicycle, and trail facilities, including regional trails are an important component of the regional transportation system. Two-thirds of the funds are to complete projects in the Countywide Bicycle and Pedestrian Plan. Consistent with the Bicycle Plan and the importance of bicycle and pedestrian facilities, other potential funding categories in this Plan for pedestrian/bicycle/trail facilities include: (a) Major Streets: Traffic Flow, Safety, and Capacity Improvements; (b) Safe Transportation for Children; (c) Local Streets and Road Maintenance; and (d) the Transportation for Livable Communities project grants. Moreover, where it is appropriate, routine accommodation for pedestrians and bicyclists should be incorporated in construction projects funded from these other categories.

One third of the funds are to be allocated to the East Bay Regional Park District (EBRPD) for the development and rehabilitation of paved regional trails. EBRPD is to spend its allocation equally in each subregion, subject to the review and approval of the applicable subregional committee, prior to funding allocation by the Authority. The Authority in conjunction with EBRPD will develop a maintenance-of-effort requirement for funds under this category.

Other Countywide Programs

The following programs will be available to fund countywide operational programs, based on a specific percentage of annual revenues received. With respect to transit operations (bus, transportation for seniors and people with disabilities, and express bus), the Authority will allocate funds on an annual basis and will establish guidelines (in cooperation with transit operators through the Bus Transit Coordinating Coun-

- Transit corridor improvements that address congestion and/or increase people throughput along the I-680 corridor.

9 *Richmond Parkway*..... \$16 million

Upgrade the Richmond Parkway to facilitate transfer of ownership to the California Department of Transportation, including potential intersection and interchange upgrades, and/or provide funds to maintain the roadway. The Richmond Parkway is the priority project for this funding; however, funds not expended for this project may be reprogrammed at the City of Richmond's request for Richmond ferry service.

Countywide Capital and Maintenance Programs

10 *BART Parking, Access, and Other Improvements*..... \$41 million

Construct improvements to BART such as additional parking, station access, capacity, safety and operational improvements. Projects funded by this category are subject to the review and approval of the applicable subregional committee, prior to funding allocation by the Authority.

11 *Local Streets Maintenance & Improvements*..... 18% (\$360 million)

Funds may be used for any transportation purpose eligible under the Act and to comply with the GMP requirements. This existing program will continue distributing 18 percent of the annual sales tax revenues to all local jurisdictions with a base allocation of \$100,000 for each, the balance to be distributed based 50 percent on relative population and 50 percent on road miles for each jurisdiction, subject to compliance with the Authority's revised GMP. Population figures used shall be the most current available from the State Department of Finance. Road mileage shall be from the most current State Controller's Annual Report of Financial Transactions for Streets and Roads. Pedestrian and bicycle facilities are an important part of the regional transportation system. Moreover, as appropriate, components for routine accommodation of bicycle and pedestrian travel shall be incorporated as part of construction projects.

X 12 *Transportation for Livable Communities Project Grants*..... 5% (\$100 million)

The CC-TLC Program is intended to support local efforts to achieve more compact, mixed-use development, and development that is pedestrian-friendly or linked into the overall transit system. The program will fund specific transportation projects that: (a) facilitate, support and/or catalyze developments, especially affordable housing, transit-oriented or mixed-use development, or (b) encourage the use of alternatives to the single occupant vehicle and promote walking,

SUMMARY OF THE CONTRA COSTA TRANSPORTATION FOR LIVABLE COMMUNITIES PROGRAM

The Contra Costa Transportation for Livable Communities (CC-TLC) Program would fund transportation enhancement projects in urban, suburban and rural communities, would support a balanced transportation system, would foster the creation of affordable housing, and would help make Contra Costa's communities more pedestrian-, bicycle-, and transit-friendly.

The CC-TLC program is intended to support local efforts to achieve more compact, mixed-use development, and development that is pedestrian-friendly or integrated into transit networks. This type of development provides residents with a broad range of housing choices, easy access to public facilities, and alternatives to the use of the automobile for commuting, shopping or recreation. Finally, the CC-TLC program can strengthen existing communities through infill development and discourage the loss of open space and agricultural land on the urban fringe. These principles can be applied throughout Contra Costa, not only in existing urban areas but also in suburban and rural parts of the county.

CC-TLC Goals

The goals of the CC-TLC Program are to support transportation enhancement projects and planning that will:

- Help create walkable, pedestrian-friendly neighborhoods and business districts;
- Promote innovative solutions, including compact building design and context-sensitive site planning that is integrated with the transportation system;

- Help create walkable, pedestrian-friendly access linking housing and job centers to transit;
- Help create affordable housing;
- Encourage a mixture of land uses and support a community's development or redevelopment activities; and
- Provide for a variety of transportation choices to enhance a community's mobility, identity, and quality of life.

The CC-TLC Incentive Program can aid proponents of affordable or workforce housing projects that may need specific transportation improvements as a condition of project approval and would be expected to be a catalyst that might assist communities with infill and transit-oriented development.

To ensure that all jurisdictions can compete for the funds, project definitions include projects for urban, suburban, and rural land use types.

What Will the CC-TLC Incentive Program Fund?

The CC-TLC Incentive Program would fund both planning and capital grants. Planning grants would support development of community-oriented plans that link transportation investments with land-use decisions. Capital grants would fund transportation-related improvements, such as streetscapes, plazas and squares, transit access, parking and bicycle facilities, traffic calming programs and related infrastructure improvements. More specifically, incentive funds would be available for the planning and construction of the following types of transportation-related

infrastructure improvements to catalyze, facilitate or support projects that meet the CC-TLC program's goals:¹

- Local transit facilities
- Intersection improvements and pedestrian facilities
- Pedestrian plazas, walkways and other streetscape improvements that encourage walking
- Traffic calming measures
- Bicycle facilities

While sales tax funds cannot be used to directly fund housing, office, or commercial developments, as noted above, the program could fund the infrastructure necessary to support affordable housing and other development desired by local communities.

Program Funding

Funding would be allocated to the subregions and then distributed to individual, qualifying projects after Authority approval. It would not be allocated to local jurisdictions on an "as-of-right" formula basis. Funds available to the subregion for programming would be based upon the population of each subregion at the beginning of each five-year funding cycle.

Working with the RTPCs, the Authority would prepare guidelines and establish overall criteria for the program. The RTPCs would review project proposals and make funding recommendations to the Authority. The Authority review the recommendations of the RTPCs, and authorize expenditures through the Authority's Strategic Plan.

Preference would be given to projects that maximize transportation benefits linked to providing affordable housing near transit or in downtown areas. Details would be worked out by the RTPCs. The application process would be on a three- or five-year cycle, at the option of the RTPCs. Applications would only be accepted by the RTPCs from local jurisdictions or transit operators, and the RTPCs would forward recommended programs to the Authority. Non-profit corporations and other entities could also be eligible for transportation funding but would need a public sponsor.

Eligibility of Sponsors for Funds

Jurisdictions are eligible for CC-TLC funds if the Authority has found them in compliance with the GMP at the time of grant approval.

¹ The program is expected to emphasize investments that support program goals; however, where appropriate, a limited portion of the grants may be used for project-related betterments, such as undergrounding utilities.

7. **Presentation on the Safe Routes to School (SR2S) Program by Brad Beck, CCTA Senior Transportation Planner; Review of Staff discussion items by the TRANSPAC Manager and the TDM Program Manager**

Attachments:

- SWAT comment letter; April 6, 2011 CCTA Planning Committee Staff Report re: Contra Costa Safe Routes to School Program and Approach to Allocating Funds from MTC;
- March 22, 2011 Memo from Randell H. Iwasaki, CCTA Executive Director re: Notice of "Forthcoming Call for Projects for Safe Routes to School Funding";
- March 2, 2011 CCTA Planning Committee Staff Report requesting authorization to issue the notice in the March 22, 2011 memo to convene the RTPC Managers and TDM Program Managers to craft options for allocation of the available funds and general background information on the SR2S



Planning Committee **STAFF REPORT**

Meeting Date: April 6, 2011

Subject	Contra Costa Safe Routes to School Program and Approach to Allocating SR2S Funds from MTC
Summary of Issues	<p>The Authority has the responsibility for allocating the \$2.47 million in federal CMAQ funds that MTC has set aside for Safe Routes to School (SR2S) programs and projects in Contra Costa. Members of the SR2S Task Force and the RTPC managers have recommended that the Authority try to use these funds for another project and use freed-up Measure J funds for SR2S purposes. Measure J funds are somewhat more flexible and can be used to fund projects smaller than the \$500,000 minimum that MTC imposed. (They are open to allowing a lower minimum though no lower than \$250,000.) Staff is concerned, however, about the increased demands on Authority staff who will need to oversee many more projects, especially with the time needed to oversee projects funded that the Measure J TLC and PBTF programs.</p>
Recommendations	<p>Keep the \$2.47 million as federal funds but pursue MTC approval of a lower minimum project size; select programs and projects for funding based on each RTPC's recommendation for its share of the \$2.47 million</p>
Financial Implications	<p>The federal funds will require an 11.47 percent match in local funds</p>
Options	<p>Exchange the federal funds for Measure J funds but hold back a portion of the Measure J funds to provide needed administration of the projects and programs funded</p>
Attachments	<p>A. MTC Resolution 3331</p>
Changes from Committee	

Background

As part of its *Climate Initiatives Program*, MTC has allocated \$2.47 million in federal CMAQ funds to support Safe Routes to School (SR2S) programs and projects. These funds have a number of restrictions on their use, both from their being federal funds and from the rules that MTC has set for Cycle 1 CMAQ funds. While SR2S activities are often defined as including “the 5 Es” — engineering, enforcement, encouragement, education and evaluation — the federal CMAQ requirements generally limit funding for SR2S activities to engineering, encouragement and education. The evaluation of specific projects or programs is allowable (and required by the MTC program) but the more general evaluation of needs — for example, conducting walkability audits or SR2S plans around schools — is not. Because they would be receiving federal funds, sponsors would need to go through the Caltrans local assistance process, a staffing-intensive effort.

The MTC program also requires that projects in Contra Costa, Alameda and Santa Clara counties have a minimum size of \$500,000. Because Contra Costa has minimized the number of projects funded through the three CMA Block Grant programs, MTC staff may allow projects as small as \$250,000 — the minimum for the other six Bay Area counties — for SR2S activities in Contra Costa.

Local and RTPC staff throughout Contra Costa have expressed an interest in funding both programmatic (education and encouragement) and engineering (design and construction of physical improvements) activities. The physical improvements mentioned — a sidewalk gap or improved signage near school entrances and drop-off locations, for example — often cost less than even the \$250,000 minimum. Authority staff’s rule-of-thumb is that projects that cost less than \$300,000 are usually not worth the administrative costs to go through the Caltrans local assistance process.

Because SR2S needs likely vary among the four subregions, the Authority has proposed dividing the \$2.47 million among the four subregions. Each RTPC would then have the responsibility for recommending how to allocate their share to a specific mix of eligible projects and programs. Authority staff would then create a SR2S program that combines those recommendations into a single list of activities for submittal to MTC.

Recommended Approach

RTPC managers and the Safe Routes to School Task Force met Monday, March 28 to discuss how to allocate the \$2.47 million in SR2S funding. The staff at that meeting recommended that the Authority:

1. Try to exchange the \$2.47 million in federal CMAQ funds with another project and use freed-up Measure J funds to implement SR2S projects and programs. The other project would need to be already approved for federal funding and have at least \$2.47 million in CMAQ-eligible

components as part of the approved projects. Staff is looking at Segments 1 and 3a of the State Route 4 widening as possible candidates for this exchange.

2. The Measure J funds would be used only for programs and projects that further the purposes of the SR2S component of MTC's *Climate Initiatives Program*, namely, to reduce greenhouse gas emissions by encouraging students to walk, bicycle or carpool to school.
3. Ask the RTPCs to recommend programs and projects using their share of the \$2.47 million. The mix could be all programs, all projects or a mix of the two.
4. Base the allocation of these funds among the subregions on a 50-50 split, that is, 50 percent based on the share of population (the most-common Measure J split) and 50 percent based on the share of K-12 enrollment. This split is outlined in the following table.

Recommended Allocation of SR2S Funds Among the Subregions: 50% Population, 50% K-12 Enrollment

Subregion	Share By Population		Share By Enrollment		"50-50"	
	2010	Share	2010	Share	Average	Allocation
West	249,612	24%	31,757	19%	21%	\$529,000
Central	307,859	29%	43,306	26%	28%	\$683,500
East	294,866	28%	51,035	31%	29%	\$726,000
Southwest	203,262	19%	39,297	24%	22%	\$531,500
	1,055,599	100%	165,395	100%	100%	\$2,470,000

5. To limit bureaucratic overhead, sponsors should be limited to one project although that project can include multiple locations throughout the jurisdiction.

MTC Requirements

MTC outlines its policy on fund exchanges in Resolution 3331. That resolution allows counties to direct their share of regional discretionary funds – federal or state – to local projects. That resolution sets three basic requirements for these exchanges:

1. All exchange projects should be consistent with the programming policy of the original MTC funding source. In this case, the policy is the reduction of greenhouse gas emissions through the development of SR2S projects and programs
2. All project sponsors must report of contract award to MTC through the applicable CMA, and
3. MTC must approve the list of specific projects or categories of activities to be funded with the exchanged local funds.

*Planning Committee STAFF REPORT**April 6, 2011**Page 4 of 4*

MTC staff notes that any exchanges are subject to MTC approval and that the CMA must provide both the details and justification for the request.

Staff Concerns

As noted above, local staff have identified a number of potential projects much smaller than the \$500,000 minimum that MTC has set or even the \$250,000 minimum that they may allow. Every project funded will add to the workload of Authority staff who administer the program even though the local assistance process is primarily a Caltrans effort. Exchanging the federal funds for Measure J funds would add significantly to Authority workload, first, by making Authority staff solely responsible for overseeing projects and ensuring their timely completion and, second, by allowing much smaller projects and thus potentially multiplying the number that Authority staff would be responsible for substantially. With a \$250,000 minimum request, the federal funds could go to up to nine projects. With the Measure J funds and a \$100,000 minimum, the Authority could be responsible for up to 24 projects and would face a significant increase in demands on staff time.

Staff is also concerned about how the Authority can ensure that the projects funded will be delivered in a timely manner, as MTC will require as part of any exchange of federal funds. We have had issues recently with project deliverability which have resulted in the loss of federal funds to Contra Costa and substantial increases in demands on Authority staff will not help our ability to get projects delivered on time.

Recommendation

Authority recommends that we keep the \$2.47 million as federal funds but pursue MTC approval of a lower minimum project request. We would still select programs and projects for funding based on each RTPC's recommendation for its share of the \$2.47 million. That share would be based on the "50-50" split outlined above. The sponsors of the projects and programs proposed would be responsible for identifying and committing to providing the required 11.47 percent match.

If the Planning Committee, however, recommends exchanging the federal funds — which will still require MTC approval — Authority staff would note that a share of those funds should be retained to fund additional staff oversight that will be needed for these new projects. Authority staff will also need to prepare a letter to MTC requesting this exchange of funds, describing justification for the exchange and the categories of projects that would be funded, and the Authority's commitment to ensure that the programs and projects funded are implemented consistent with the timelines required in Resolution 3331.

ATTACHMENT A

Date: January 24, 2001
W.I.: 51.2.10
Referred by: P&AC

ABSTRACT

Resolution No. 3331

This Resolution establishes the regional policy for fund exchanges for projects programmed with regional discretionary funds.

Further discussion of this action is contained in an MTC "Programming and Allocation Summary Sheet" dated January 10, 2001.

Date: January 24, 2001
W.I.: 51.2.10
Referred by: P&AC

Re: Policy for Funding Exchanges for Projects Programmed with Regional Discretionary Funds

METROPOLITAN TRANSPORTATION COMMISSION
RESOLUTION NO. 3331

WHEREAS, the Metropolitan Transportation Commission (MTC) is the regional transportation planning agency (RTPA) for the San Francisco Bay Area pursuant to Government Code § 66500 et seq.; and

WHEREAS, MTC is the designated Metropolitan Planning Organization (MPO) for the nine-county San Francisco Bay Area Region (the region); and

WHEREAS, MTC, as the designated RTPA and MPO for the region, is responsible for programming and managing certain federal and state funding provided to the Bay Area for transportation purposes; and

WHEREAS, in some instances, project delivery may be streamlined through an exchange of federal Surface Transportation Program (STP), Congestion Mitigation and Air Quality Improvement (CMAQ), or State Transportation Improvement Program (STIP) funds for local funds; and

WHEREAS, MTC supports the efficient use of transportation funds; and

WHEREAS, MTC must ensure that regional discretionary funds are used for priority projects in the region as identified in the Regional Transportation Program (RTP); and

WHEREAS, Attachment A to this resolution, attached hereto and incorporated herein as though set forth at length, includes a policy for allowing exchanges of funding between regional discretionary programs and local programs in order to support both flexibility and control in the use of regional discretionary funds; now, therefore, be it

RESOLVED, that MTC approves the policy set forth in Attachment A to this resolution.

METROPOLITAN TRANSPORTATION COMMISSION

James T. Beall Jr., Chair

The above resolution was entered into
by the Metropolitan Transportation
Commission at a regular meeting of the
Commission held in Oakland, California,
on January 24, 2001

Date: January 24, 2001
 W.I.: 51.2.10
 Referred by: P&AC

Attachment A
 MTC Resolution No. 3331
 Page 1 of 1

Policy for Allowing Exchanges for Projects Programmed With Regional Discretionary Funds

General Policy

This policy allows counties, at the time of programming, to direct their share of regional discretionary dollars to projects that have already met state and federal requirements and retain local dollars for transportation projects that would be proportionately more costly to deliver with federal or state funds. The 'fund exchange' policy outlined below expands the flexibility for using regional discretionary funds and preserves regional transportation investment goals. This exchange policy does not apply to exchanges coordinated without the use of MTC's regional discretionary funds.

Specific Policy Provisions

As used below, "exchange projects" refer to the projects funded with local dollars and "substitute projects" refer to the projects funded with federal or state funds.

Requirements for "exchange projects:"

- All exchange projects should be consistent with the programming policy of the original MTC funding source. For example, if the funding was intended to fund local road maintenance, the local exchange projects should meet the same transportation investment goal.
- Project delivery objectives should also be preserved. Because the regional policies are based on obligation deadlines -- which does not have a local fund counterpart -- MTC will require that counties report on contract award. This information would be advisory unless MTC staff finds that awards are lagging significantly.
- MTC must review and approve either the list of specific exchange projects or the categories of projects to be funded from an exchange program (such as transit rehabilitation or local road rehabilitation in a certain geographic area) depending on the nature of the regional discretionary program.

Requirements for "substitute projects:"

- All substitute projects must be consistent with the Regional Transportation Plan (RTP).
- All substitute projects must adhere to the project delivery requirements associated with the funds programmed.

In order to compare regional investments against the goals of the RTP, MTC staff will also enter exchange projects into a funding database. Therefore, counties and sponsors making use of this fund exchange program will be asked to provide certain project information. In some cases, projects will be amended into the Transportation Improvement Program (TIP). However, if a project is not regionally significant, MTC staff will not necessarily amend it into the TIP.

**Metropolitan Transportation Commission
Programming and Allocations Committee**

January 10, 2001

Item Number 3f

Resolution No. 3331

- Subject:** Policy for Allowing Fund Exchanges for Projects Programmed with Regional Discretionary Funds
- Background:** Several counties have requested to use regional discretionary funds on locally-funded transportation projects that have already met certain federal and state funding requirements. In turn, "clean" local funds are directed to projects that have not yet met requirements for receiving state and federal funds. MTC staff is supportive of these fund exchanges to the extent that the exchange projects meet the spirit of MTC's original programming policy.
- Request:** Establish a fund exchange policy that will allow counties to direct their share of regional discretionary funds – federal or state – to local projects with the requirement that local funding is directed to projects consistent with MTC's original programming policy. This exchange policy supports flexibility in the use of transportation dollars and preserves regional transportation investment priorities. This policy is limited to fund exchanges involving regional discretionary funds.
- Issues:** None.
- Recommendation:** Refer Resolution No. 3331 to the Commission for approval as requested.
- Attachments:** MTC Resolution No. 3331
Attachment A: Exchange Policy

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CONTRA COSTA
**transportation
 authority**

COMMISSIONERS

March 22, 2011

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Don Tatzin,
 Vice Chair

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Genoveva Calloway

Jim Frazier

Federal Glover

Dave Hudson

Karen Mitchoff

Julie Pierce

Karen Stepper

Robert Taylor

From: Randell H. Iwasaki, Executive Director *MRE for*
To: City Managers, Public Works Directors, RTPCs and Transit Operators
Re: **Forthcoming Call for Projects for Safe Routes to School Funding**

Through its *Climate Initiatives Program*, MTC has allocated \$2.47 million in federal CMAQ fund to support safe routes to school (SR2S) programs or projects in Contra Costa and given the Authority the responsibility for determining how those funds would be allocated. The Authority, in the CMA Block Grant Strategic Plan that it adopted in March 2010, proposed to develop a Safe Routes to School Master Plan. This plan was intended to establish an overall approach for supporting SR2S efforts in Contra Costa and criteria for setting priorities for selecting and implementing projects and programs. One of the implementation tasks was to have included an approach to allocating the \$2.47 million in CMAQ funds.

Randell H. Iwasaki,
 Executive Director

These funds, however, are programmed for fiscal year 2011-12 which means that project sponsors will need to obligate the funds by February 1, 2012. While that date is still eleven months away, the Authority and its partners will need to decide on an approach to allocating the \$2.47 million before the Master Plan will be completed so that sponsors can meet the 2012 deadline. Future allocation cycles will benefit from having the completed master plan at hand to guide the effort. Authority staff will meet with the SR2S Task Force and RTPC managers to develop a proposed approach for allocating the SR2S funds which the Authority will consider at its April 20 meeting.

The purpose of this letter is to give potential applicants for these CMAQ funds advanced warning about what programs and projects could be funded and what requirements sponsors will have to meet to use them.

FOCUS OF THE SR2S FUNDING

What Do Safe Routes to School Efforts Cover?

According to the National Center for Safe Routes to School, such programs are intended:

...to improve safety and encourage more children, including children with disabilities, to safely walk and bicycle to school. In the process, programs are working to reduce traffic congestion and improve health and the environment, making communities more livable for everyone.

2999 Oak Road
 Suite 100
 Walnut Creek
 CA 94597
 PHONE:
 925.256.4700
 FAX: 925.256.4701
 www.ccta.net

The SR2S approach is often described as covering the 5Es: *education, encouragement, engineering, enforcement* and *evaluation*. A wide range of actions can be covered in those five categories:

Education	Curricula Scheduling and teaching classes or assemblies "Street Smarts" programs
Encouragement	Outreach to parents Support for "Walk to School Day" Maps of suggested routes to school "School pool"
Engineering	Conceptual designs Construction of pedestrian and bicycle improvements
Enforcement	Crossing guards † Speed monitoring †
Evaluation	Walkability audits † Project databases † Annual program evaluation

† Not a CMAQ-eligible activity

What Can the CMAQ Program Fund?

The \$2.47 million in SR2S funds will come through the federal CMAQ program, which imposes some limitations on what can be funded. This program will fund a variety of activities, some of which may fall under the SR2S rubric:

- **Bicycle and pedestrian facilities and programs**, including paths, bike racks, support facilities, etc. that are not exclusively recreational and reduce vehicle trips, and non-construction outreach related to safe bicycle use
- **Travel demand management** including traveler information and marketing
- **Public education and outreach activities** that educate the public, community leaders, and potential project sponsors about connections among trip making and transportation mode choices, traffic congestion, and air quality.
- **Carpooling and vanpooling** including marketing of existing, expanded, and new activities designed to increase the use of carpools..

City Managers, Public Works Directors, RTPCs and Transit Operators

March 22, 2011

Page 3

Some of "SEs" cannot be funded with CMAQ funds, specifically enforcement and planning activities such as walkability audits and conceptual designs. (The Authority, however, can use STP funds to support planning activities, education and outreach.)

Because they are federal funds, the CMAQ funds require an 11.47 percent local match. For many of the CMAQ- or STP-funded programs that the Authority is involved in — such as the Regional Bicycle Program and the Local Streets and Roads Shortfall Program that were part of the 2010 CMA Block Grant — the project sponsors provided the match. For Measure J projects, such as the SR4 widening and the Caldecott Tunnel, local or state funds often provide the match. For the \$2.47 million available through the SR2S program, a local match of roughly \$320,000 from a non-federal source will be required.

What Does MTC Require?

MTC adds its own limitations on the funding. As its name implies, the SR2S component of the "Climate Initiatives Program" is limited to SR2S activities that significantly reduce Greenhouse Gas emissions generated by school-related travel. MTC, however, also requires every project proponent to conduct a "before-and-after" assessment of each individual project or program. For example, a project that fills a sidewalk gap would require the fund recipient to measure how many students used the street to get to and from school before and after the improvement and report those findings to MTC. To summarize, eligibility for this funding source requires that the project or program:

1. Help support or encourage walking or bicycling to school,
2. Include before-and-after evaluation as part of their proposals, and
3. Be an eligible activity under the CMAQ program.

In addition, sponsors of these projects and programs must be able to:

1. Submit their request for allocation to Caltrans (obligate the funds) by February 1, 2012
2. Receive federal CMAQ funds, and
3. Provide (or at least arrange to provide) the required local match.

PROPOSED APPROACH

Because SR2S needs likely vary among the four subregions, we are proposing to divide the \$2.47 million among the four subregions. Each RTPC would then have the responsibility for recommending how to allocate their share to a specific mix of eligible projects and programs.

The following table outlines three methods of determining the subregional shares of the \$2.47 million. In other programs where funds are allocated among the subregions, population is perhaps the most common method of determining subregional shares. Another method — the method used, in fact, to divide the funds among the counties — would be to split them by K-12 enrollment. Using enrollment instead of population would give less funding to West and Central County and more to East and Southwest County. A third alternative would be to allocate the funding based half on population and half on enrollment.

Potential Methods for Allocating SR25 Funds Among the Subregions

Subregion	By Population			By Enrollment			50-50	
	2010	Share	Allocation	2010	Share	Allocation	Share	Allocation
West	249,612	24%	\$584,000	31,757	19%	\$474,000	21%	\$529,000
Central	307,859	29%	\$720,000	43,306	26%	\$647,000	28%	\$683,500
East	294,866	28%	\$690,000	51,035	31%	\$762,000	29%	\$726,000
Southwest	203,262	19%	\$476,000	39,297	24%	\$587,000	22%	\$531,500
	1,055,599	100%	\$2,470,000	165,395	100%	\$2,470,000	100%	\$2,470,000

LOCAL MATCH

As noted above, the \$2.47 million in CMAQ funds will require a local match of around \$320,000. For physical improvements, the project sponsor could be required to provide the local match as is normally required in capital programs. The RTPCs will need to identify where the local match for their mix of programs and projects will come from.

cc: Superintendent, Contra Costa County Office of Education



Planning Committee **STAFF REPORT**

Meeting Date: March 2, 2011

Subject	Contra Costa Safe Routes to School Program and Approach to Allocating SR2S Funds from MTC
Summary of Issues	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.
Recommendations	Staff recommends that the Authority release a letter alerting jurisdictions and agencies of the upcoming "call for projects" for the SR2S funds. Concurrently, Authority staff will hold a meeting with the SR2S Task Force and RTPC managers to flesh out options for allocating the SR2S funds, and will bring those options back through the TCC and to the PC/Authority for review and discussion.
Financial Implications	Since these funds come out of the federal CMAQ program, an 11.47 percent match will be required from project sponsors
Options	
Attachments	<ul style="list-style-type: none"> A. Use of SR2S Funds by Other CMAs B. SR2S Task Force Roster
Changes from Committee	

Background

Through its *Climate Initiatives Program*, MTC has allocated \$2.47 million to fund safe routes to school programs or projects in Contra Costa and gave the Authority the responsibility for determining how those funds would be allocated. The funds are programmed for fiscal year 2011-12 which means that

project sponsors will need to obligate the funds by February 1, 2012. While that date is still eleven months away, some decisions will need to be made soon so that sponsors can meet the deadline.

In addition to the \$2.47 million for SR2S projects and programs, the Authority has allocated \$345,000 in federal STP funds for consultant support to assess the overall SR2S needs in Contra Costa, and prepare an SR2S Master Plan that documents and prioritizes those needs. In December 2010, the Authority committed the first \$100,000 of the \$345,000 to engage the services of Parisi Associates. The initial Parisi contract includes only the first of four tasks. Task One is to perform the upfront work of refining the overall SR2S approach for preparing the Master Plan, developing procedures for a technical assistance program, and assisting Authority staff in developing an approach to allocating Cycle 1 funds. Tasks 2, 3 and 4 involve crafting the SR2S Master Plan, providing the technical assistance to local proponents, and supporting Cycle 1 project development activities.

The major challenge we face is that the allocation of Cycle 1 funds (the \$2.47 million) occurs well in advance of the completion of a long-range SR2S master plan. Consequently, we must proceed with allocating the funds even though overall needs have yet to be identified, documented, and prioritized through the Master Plan. To address this challenge, Authority staff will meet with the SR2S Task Force and RTPC managers to develop a proposed approach for allocating the SR2S funds. Future allocation cycles will benefit from having the completed master plan at hand to guide the effort.

The remainder of this board letter describes what projects and programs can be included in SR2S efforts, funding eligibility, a look at existing programs, both in Contra Costa and for the Bay Area region, and some preliminary options for fund allocation.

FOCUS OF THE SR2S FUNDING

What Do Safe Routes to School Efforts Cover?

According to the National Center for Safe Routes to School, such programs are intended:

...to improve safety and encourage more children, including children with disabilities, to safely walk and bicycle to school. In the process, programs are working to reduce traffic congestion and improve health and the environment, making communities more livable for everyone.

The SR2S approach is often described as covering the 5Es: *education, encouragement, engineering, enforcement and evaluation*. A wide range of actions can be covered in those five categories:

*Planning Committee STAFF REPORT**March 2, 2011**Page 3 of 10*

Education	Curricula Scheduling and teaching classes or assemblies "Street Smarts" programs
Encouragement	Outreach to parents Support for "Walk to School Day" Maps of suggested routes to school "School pool"
Engineering	Conceptual designs Construction of pedestrian and bicycle improvements
Enforcement	Crossing guards Speed monitoring
Evaluation	Walkability audits Project databases Annual program evaluation

What Can the CMAQ Program Fund?

The \$2.47 million in SR2S funds will come through the federal CMAQ program, which imposes some limitations on what can be funded. This program will fund a variety of activities, some of which may fall under the SR2S rubric:

- **Bicycle and pedestrian facilities and programs**, including paths, bike racks, support facilities, etc. that are not exclusively recreational and reduce vehicle trips, and non-construction outreach related to safe bicycle use
- **Travel demand management** including traveler information and marketing
- **Public education and outreach activities** that educate the public, community leaders, and potential project sponsors about connections among trip making and transportation mode choices, traffic congestion, and air quality.
- **Carpooling and vanpooling** including marketing of existing, expanded, and new activities designed to increase the use of carpools..

Some of "5Es" cannot be funded with CMAQ funds, specifically enforcement and planning activities such as walkability audits and conceptual designs. (The Authority, however, can use STP funds to support planning activities, education and outreach.)

Because they are federal funds, the CMAQ funds require an 11.47 percent local match. For many of the CMAQ- or STP-funded programs that the Authority is involved in — such as the Regional Bicycle Program and the Local Streets and Roads Shortfall Program that were part of the 2010 CMA Block Grant — the project sponsors provided the match. For Measure J projects, such as the SR4 widening and the Caldecott Tunnel, local or state funds often provide the match. For the \$2.47 million available through the SR2S program, a local match of roughly \$320,000 from a non-federal source will be required.

What Does MTC Require?

MTC adds its own limitations on the funding. As its name implies, the SR2S component of the “Climate Initiatives Program” is limited to SR2S activities that significantly reduce Greenhouse Gas emissions generated by school-related travel. MTC, however, also requires every project proponent to conduct a “before-and-after” assessment of each individual project or program. For example, a project that fills a sidewalk gap would require the fund recipient to measure how many students used the street to get to and from school before and after the improvement and report those findings to MTC. To summarize, eligibility for this funding source requires that the project or program:

1. Help support or encourage walking or bicycling to school,
2. Include before-and-after evaluation as part of their proposals, and
3. Be an eligible activity under the CMAQ program.

In addition, sponsors of these projects and programs must be able to:

1. Submit their request for allocation to Caltrans (obligate the funds) by February 1, 2012
2. Receive federal CMAQ funds, and
3. Provide (or at least arrange to provide) the required local match.

EXISTING SR2S EFFORTS IN CONTRA COSTA

Agencies in Contra Costa have implemented both SR2S projects and programs. Since the first State SR2S program in 2001, 11 of the 20 Contra Costa jurisdictions have received funding grants, a total of 19 separate grants altogether. Most of the projects included sidewalks and curbs and gutters but the improvements have also included upgraded signals and lighting; traffic signs, striping and pavement; speed feedback signs; and bicycle facilities.

Contra Costa has “Street Smarts” programs in the San Ramon Valley, West Contra Costa and, more recently, in East County. The purpose of these programs is to educate drivers, bicyclists, and pedestrians on issues related to traffic safety through outreach. These programs carry out bike rodeos, assemblies

on walking and bicycling, poster contests, and organizing “walking school buses”¹ and Walk to School Days. Besides supporting the Street Smarts programs, 511 Contra Costa also runs a “schoolpool” program that helps set up carpools to school and encourage use of transit to school.

WHAT ARE THE OTHER CMAs DOING?

Each Bay Area Congestion Management Agency has taken a somewhat different approach to allocating the SR2S funding they get through MTC. The CMAs are, however, putting the overwhelming majority of the funds they have control of towards programs, and not projects. Attachment A summarizes how the other eight CMAs are planning to use their SR2S funds.

QUESTIONS

Staff has identified several questions whose answer will determine what approach the Authority will take in allocating the SR2S funds.

1. **Projects vs. Programs.** What mix of projects and programs will the Authority allocate funding to? Should it go only to projects, only to programs, or to a mix of projects and programs?
2. **Role of Subregions.** Should the funds be allocated differently in different subregions?
3. **Local Match.** For programs, who would provide the required 11.47 percent local match? (Sponsors of capital projects would be expected to provide the match for their project.)

Projects versus Programs

There is a continuing need for both projects and programs to encourage more walking or bicycling to school in Contra Costa, even with the existing efforts being made. Using the SR2S program to fund these two actions raise somewhat different issues.

Projects are relatively straightforward to allocate funding to, at least for the Authority. Once the funds are allocated, project sponsors take on the responsibility for providing the local match, going through the local assistance process (though Authority staff helps where it can), and overseeing actual construction. With programs, the Authority may need to play a more active role over a longer time period unless the agency running the program is able to receive CMAQ funds directly. (For example, the Alameda County Transportation Commission will administer an education and outreach program in which TRANSFORM will provide the actual services needed.)

¹ *Walking School Bus: A “safety in numbers” strategy where groups of 20-30 young children walk down the sidewalk in rows of 2 or 3, holding hands in a formation that creates a long rectangular shape similar to that of a school bus.*

Subregional Roles

In discussions with the SR2S Task Force and RTPC staff and based on the preliminary work on the SR2S Master Plan, Authority staff understands that needs vary among the four subregions. Some areas have well-established programs although they may not cover all of the subregion. Subregions would like to provide additional services but lack funding to do so. Access to a number of schools in Contra Costa could be greatly improved with new sidewalks, crosswalks, and signage.

One option for the Authority to consider is to have the RTPCs identify the mix of projects and programs as well as the agencies charged with implementing those projects and programs. Staff estimates that the four subregions would have between \$400,000 and \$750,000 to allocate between projects and programs.

Local Match

As noted above, the \$2.47 million in CMAQ funds will require a local match of around \$320,000. For physical improvements, the project sponsor could be required to provide the local match as is normally required in capital programs.

STAFF RECOMMENDATIONS

Staff recommends that the Authority release a letter alerting jurisdictions and agencies of the upcoming call for projects for the \$2.47 million in SR2S funds. Concurrently, Authority staff will hold a meeting with the SR2S Task Force and RTPC managers to flesh out options for allocating the SR2S funds, and will bring those options back through the TCC and to the PC/Authority for review and discussion.

Attachment A*Use of SR2S Funds by Other CMAs***San Francisco**

San Francisco will split their \$1.79 million share into two parts. They are allocating \$500,000 to fund outreach efforts through a previously established coalition of schools, public works, police, parents and other groups. This work will focus on education and outreach related to their anti-idling campaign and parent outreach. The fiscal agent is the Department of Health, which is federal-aid eligible, unlike most health departments. The education and outreach work will focus on 15 pilot schools. The remaining \$579,000 will be allocated to capital projects. They will release their call for projects soon. San Francisco chose this particular split because 1) they had an existing SR2S coalition (schools, policies, public works, etc.) funded with a federal SRTS grant and with programmatic needs and 2) they had unfunded project needs (identified through walking audits) and CMA experience with handling capital calls for projects.

San Mateo

All \$1.4 million available to San Mateo will be allocated to the San Mateo County SR2S Program. This program will provide "modularized safe routes to school programs and projects that focus on education, encouragement, evaluation and enforcement components to all interested schools." The City/County Association of Governments of San Mateo (CCAG), the San Mateo CMA, was originally going to be the agency responsible for implementing the program using steering committees (both policy and technical). The County Office of Education, however, suggested that CCAG contract with the COE to carry out the program.

The program will go entirely to fund non-infrastructure activities. They shifted about \$200,000 in STP funds into the SR2S program so that it could fund walking audits and possibly some enforcement activities. CCAG will remain the project sponsor and fiscal agent and will also serve on the various steering committees.

Santa Clara

The Santa Clara Valley Transportation Agency has put \$1 million of its funds into a SR2S program for Santa Clara County. The program will "provide a comprehensive Safe Routes to Schools education and awareness program, countywide outreach, and a teen-centered middle/high school project." It put about \$945,000 into the "San Jose Walk N Roll" program which will "develop and implement a walking and biking encouragement program, partnered with the City's nationally-recognized pedestrian and bicycle safety education program."

In addition, the program will provide \$500,000 each to the Mountain View, Palo Alto and Santa Clara VERBS Programs. In the Mountain View and Palo Alto programs, each city, in partnership with local school districts and individual schools, will develop and implement comprehensive programs to promote the benefits of safe walking, biking and carpooling to reduce traffic congestion and greenhouse gas emissions around schools. In the Santa Clara program, the city will develop Safe Routes to School walking route maps along with educational and encouragement programs for Santa Clara schools to make bicycling and walking to school a safer and more appealing transportation alternative

Alameda

In Alameda County, the CMA is putting all \$2.7 million of its share into its Countywide SR2S Program. These funds will expand the existing SR2S program to include more areas and more activities. The CMAQ-funded activities will include four components:

1. Education and outreach efforts in various elementary and middle schools with the target of reaching 30 percent of elementary and middle schools in the county
2. Similar outreach in up to 13 high schools
3. Outreach to encourage commute alternatives to parents at those schools
4. Funding for capital projects and technical assistance to local schools and jurisdictions

Solano

All \$942,000 available to the Solano Transportation Authority (STA) has been allocated to the Countywide Solano Safe Routes to School Program, which will fund planning, education, and encouragement events and materials. \$35,000 in STP will help fund engineering assistance to draft project concepts and cost estimates for seven schools, one for each city in Solano County. \$607,000 in SR2S CMAQ funds and \$520,000 in Eastern Solano CMAQ funds Education & Encouragement events, including Bicycle Rodeo Equipment & Education Materials, Walk & Roll Encouragement events, marketing, walking school bus program, and program coordination through a Solano County Public Health/STA Partnership.

Napa

In Napa County, the CMA has the \$315,000 available to expand existing SR2S program from six to 15 schools and enhance program offerings. Only non-infrastructure activities — marketing, education, and outreach activities — will be funded.

Sonoma

The Sonoma County Transportation Authority (SCTA) has allocated the roughly \$1 million available through the MTC program to a comprehensive SR2S program to shift mode away from single family vehicular trips to bicycle/pedestrian/carpooling. The SCTA/RCPA has developed a countywide SR2S program with the overall goal of reducing emissions related to school related travel. Specific goals are to:

1. Reduce traffic congestion around schools;
2. Create safer, calmer streets and neighborhoods;
3. Improve air quality and provide a cleaner environment;
4. Increase physical activity for children and youth; and
5. Increase the range of options for travel to school for all Sonoma County students.

SCTA is now working on organizing the program, including determining who will carry the work and what activities will be funded.

Marin

The Transportation Authority of Marin (TAM) already has a Safe Routes to School program, funded with their sales tax measure, which was in place before MTC created its SR2S program. The sales tax measure funds both capital and programmatic activities. TAM will receive \$475,000 in CMAQ funds through MTC's SR2S program. TAM plans on dedicating these funds to a school infrastructure improvement project in Marin County that was developed with broad stakeholder support through its SR2S program. This will "free up" an equivalent amount of sales tax measure school infrastructure funds, which TAM will then redirect to its program activities to potentially carry out expansion of its SchoolPool trip-match program, preparation of school walking route maps, development of school area traffic control plans, and other programmatic tasks.

Attachment B*SR2S Task Force Roster*

FIRST NAME	LAST NAME	JURISDICTION/ ORGANIZATION	PHONE
Nat	Rojanasathira	Town of Danville	925-314-3382
Lynn	Osborn- Overcashier	511 Contra Costa/TRANSPAC	925-969-0841 x 202
Nancy	Baer	Contra Costa Health Svcs	925-313-6837
John	Hild	Contra Costa Office of Education	925-942-3388
Catalin	Kaser	West Contra Costa Unified School District	510-231-1100
Shannon	Ladner-Beasley	Contra Costa Health Svcs	925-313-6813
CONSULTANT			
David	Parisi	Parisi Associates	415-388-8978
AUTHORITY STAFF			
Brad	Beck	CCTA	925-256-4726

8. Allocation Request for TRANSPAC Measure J School Access funds (Measure J line 21a) presented by Lynn Overcashier, 511 Program Manager

Attachment:

- Allocation request from the 511 Contra Costa Program Managers.

ATTACHMENT FOR CENTRAL COUNTY MEASURE J SCHOOL ACCESS FUNDING ITEM

The 511 Contra Costa Program Manager is requesting allocation of Central County Measure J School Access funds to implement Central County school-based programs and projects, listed below. One caveat is that since the timing of the MTC/CCTA Safe Routes to Schools (SR2S) call for projects is under way, should there be fewer Central County capital projects to fully obligate the Central County SR2S funds, some of the following programs/projects could be implemented using the SR2S funds instead.

Central County Measure J School Access funds currently available include: \$70,000 from FY 2008/09; \$307,000 from FY 2009/10; and \$381,000 from FY 2010/11 for a total of \$758,000. The funding requests are approximate and some flexibility is requested, based on actual costs of each program/project. Based on new information received since the TRANSPAC TAC meeting, the funding recommendations are as follows:

1. Develop a school closure mitigation program to be co-sponsored with Mt. Diablo Unified School District. Superintendent Lawrence has requested assistance in developing a program which would allocate funds to supplement parent contributions for the District to provide school busing for students to travel to El Dorado Middle School in FY 2011/12 due to the closure of Glenbrook Middle school. Estimated cost for one "pilot" year is \$40,000.
2. Expansion of the "Peace on the Streets: Ride On" program for 13 schools at \$18,500 each = \$240,500
3. Bike/ped assemblies = \$50,000 (\$2,500 for 20 schools)
4. Bike/ped challenge days and Bike to School events = \$40,000 (\$2,000 per school)
5. Develop and distribute bike/ped safety curricula to complement bike/ped safety classes \$10,000 to develop and customize materials for participating schools
6. School bike/ped access improvements (e.g. signage, striping, dynamic speed signage, site surveys, other site improvements) \$367,500
7. \$10,000 contingency for any of the 6 items listed above.

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)

Attachments:

- Items approved by the Authority on March 16, 2011 for Circulation to the Regional Transportation Planning Committees (RTPCs), and items of interest;
- March 16, 2011 CCTA Executive Director's Report;
- February 16, 2011 CCTA meeting minutes



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COMMISSIONERS

David Durant,
Chair

Don Tatzin,
Vice Chair

Janet Abelson

Geneveva Calloway

Jim Frazier

Federal Glover

Dave Hudson

Karen Mitchoff

Julie Pierce

Karen Stepper

Robert Taylor

Randell H. Iwasaki,
Executive Director

MEMORANDUM

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

From: Randell H. Iwasaki, Executive Director

MRE for

Date: March 17, 2011

Re: Items approved by the Authority on March 16, 2011, for circulation to the Regional Transportation Planning Committees (RTPCs), and items of interest

At its March 16, 2011 meeting, the Authority discussed the following items, which may be of interest to the Regional Transportation Planning Committees:

1. **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. *The Authority approved the proposed public outreach plan.*
2. **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. *The Authority approved Resolution 11-08-G, incorporating the Authority's FY 2011-12 TFCA Expenditure Plan and allocation of 40 percent TFCA funds, and authorized the Executive Director to sign and submit the Expenditure Plan Summary application to the BAAQMD by March 31, 2011.*

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March 17, 2011

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3. **SB 375 Update.** On March 11, 2011, the MTC Planning Committee, along with the ABAG Administrative Committee and the Joint Policy Committee (JPC) released the "Initial Vision Scenario" (IVS) – which is one of several scenarios that will be tested for Greenhouse Gas target reductions for the Bay Area. The IVS assumes an unconstrained supply of housing to accommodate the Bay Area's population by 2035. It will be available for review by the CMAs, RTPCs, and local jurisdictions during April. *Staff from MTC and ABAG briefed the Authority on the basic land use and transportation assumptions included in the SCS IVS. The Authority accepted the report for circulation and discussion.*
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 prepared draft guidelines for circulation and review by the RTPCs. *The Authority authorized staff to circulate the guidelines to the RTPCs for review and comment.*
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. *The Authority approved the release of a letter notifying jurisdictions and agencies of the upcoming "call for projects" for SR2S funds. Staff will meet with the SR2S Task Force and RTPC managers to identify options for allocating the SR2S funds.*



EXECUTIVE DIRECTOR'S REPORT
March 16, 2011

Lamorinda Meeting: February 10, 2011

Staff from CCTA, MTC, and ABAG attended the expanded Lamorinda meeting to provide an overview of SB 375 and the effort to develop a Sustainable Communities Strategy (SCS) for Contra Costa and the Bay Area. The meeting was chaired by Mayor Mendonca and was well attended by Elected Officials as well as various City Managers.

California Forward and Contra Costa Council Discussion: February 14, 2011

California Forward policy director Richard Raya kicked off the meeting with some opening remarks about why the California Forward *Fiscal Reform Plan* was developed. Sunne Wright McPeak delivered opening remarks. The discussion centered on fiscal and operational reform. There was also a brief discussion of two bills that have been introduced in the State legislature. The first is SB 14 (Wolk/DeSaulnier), which would provide for performance-based budgeting in California; and the second is SB 15 (DeSaulnier/Wolk/Huff), which would provide for multi-year budgeting and enhanced documentation of expenditures and revenues. There were representatives from education, health, business, and transportation sectors in attendance.

Bay Area Partnership Meeting: February 16, 2011

The Bay Area Partnership board is a confederation of the top staff of various transportation agencies in the region (MTC, public transit operators, county congestion management agencies, city and county public works departments, ports, Caltrans, U.S. Department of Transportation) as well as environmental protection agencies. The Partnership works by consensus to improve the overall efficiency and operation of the Bay Area's transportation network, including developing strategies for financing transportation improvements. The discussion centered around the development of the Regional Transportation Plan (RTP), a review of the 25-year financial projections, the draft policy for determining committed funds and projects, and the draft project performance assessment methodology. During the earlier stages of the meeting, I was elected Vice Chair.

Consultant Interviews: February 17, 2011

CCTA staff conducted interviews with firms that submitted proposals to serve as auditor for the Authority. The interview panel recommended the firm of Macias Gini & O'Connell.

California Transportation Foundation (CTF) Transportation Forum: February 22, 2011

Commissioners Abelson and Calloway joined Arielle Bourgart, Martin Engelmann, and me at the CTF Transportation Forum held in Sacramento. Senator Mark DeSaulnier and Assembly Member Bonnie Lowenthal provided their views of transportation and how the upcoming State budget debates will affect us as an industry. We also received some insights on the federal level from John Horsley (AASHTO), Fred Kessler (Nossaman), and Dick Castner (US Chamber of Commerce) about the upcoming debate regarding transportation funding. Carrie Cornwell (Senate Consultant), DeAnn Baker (CSAC), Jim Earp (Ca Alliance for Jobs), and Josh Shaw (California Transit Association) presented us with their views of California Propositions 22 and 26 and the potential effects on the gas tax swap and how to address them.

Fund Exchange Program Presentation: February 23, 2011

Diana Dorinson of Transportation Analytics gave CCTA staff an overview of Alameda CTC's fund exchange program. We are in the process of doing our due diligence to determine if the program has a place at CCTA.

Mineta Transportation Institute Education Program Briefing: February 23, 2011

Dr. Peter Haas gave interested CCTA staff an overview on MTI's Master of Science Degree, Graduate Certificate in Transportation Management, Graduate Certificate in Transportation Security Management, and Graduate Certificate in High-Speed Rail Management. He also discussed tuition and fellowship opportunities.

Citizen Advisory Committee: February 23, 2011

I attended my first CCTA CAC meeting, where I presented an overview of surface transportation from the federal, state, and local perspectives. I answered the committee members' questions and promised to give them an update of projects going to construction this year.

American Public Works Association Award of Merit: February 24, 2011

Amin AbuAmara was awarded the 2011 Award of Merit for Professional Staff or Manager of the Year for Transportation by the Northern California Chapter of the American Public Works Association. Amin was nominated for this award by the City-County Engineering Advisory Committee (CCEAC) of Contra Costa County in appreciation for his professional assistance to the local governments of Contra Costa in obtaining grant money. Owing to his efforts, every city in Contra Costa, as well as the County, was able to compete effectively for funds.

Assembly Member Bonilla's Legislative Director: February 24, 2011

Ross Chittenden and Arielle Bourgart met with Cliff Costa to help craft Assembly Member Bonilla's Project Initiation Document (PID) streamlining bill. Local and regional agencies have been working with Caltrans for several years to streamline and reduce costs for PIDs. Assembly Member Bonilla has expressed interest in introducing AB 1134 to address clean-up language necessary to implement the streamline effort.

CMA Directors Meeting: February 25, 2011

We hosted the February CMA Directors meeting at our office. MTC gave us an update of the RTP and SCS programs. Because the meeting was held in our office, we were able to have more CCTA staff attend the meeting. Afterwards, the CMA Directors and CCTA Deputy Directors went to lunch with Steve Heminger, who gave us a glimpse of the results of the vision scenario and also listened to our concerns about reconsidering the commitment to projects currently in the RTP. He assured us that Prop 1B projects would not be reviewed. I proposed that we treat measure expenditure plan projects in the same fashion.

AC Transit's Richmond Parkway Park-and-Ride Lot Project (\$12.7 million STIP).

The project is programmed in the STIP in FY 2010-11, however, it will not be ready for a construction allocation by the June 2011 CTC meeting. AC Transit requested CCTA and MTC to support a one-time 12 month STIP extension and an allocation of toll funds to perform feasibility and cost assessment studies for the facility. MTC appears likely to support the study, however, it is unlikely that the project would be delivered within the 12 month STIP extension. MTC and Authority staff believe the best course of action is to let the STIP funds lapse on June 30, 2011 and reprogram to the Richmond Parkway park-and-ride lot or another project in the 2012 STIP.

Congressman Miller: March 1, 2011

Ross Chittenden, Arielle Bourgart, Susan Miller, Hisham Noemi, and I met with Kathy Hoffman of Congressman Miller's staff. We gave her an overview of projects in the Congressman's district. In the future, we will schedule representatives from all three congressional members to be updated at the same time.

Federal Coordination with the City of Pleasant Hill: March 1, 2011

Arielle Bourgart, Ross Chittenden, Martin Engelmann, and I met with Pleasant Hill City Manager June Catalano and City of Pleasant Hill Engineering and Planning Staff to discuss CCTA's federal legislative engagement program. We discussed the State and Local program as well. During our meetings with the City Officials, we have offered our services to help them with project and funding issues. Eric Hu from the City Engineer's staff requested that Ross and Amin meet with City staff to help with some project funding issues later that day.

Board Secretary/Clerk Certification: March 3-4, 2011

Danice Rosenbohm attended a Board Secretary/Clerk Certificate Program and Conference in Seaside, CA on March 3rd and 4th. The conference provided education on many aspects of the Board Secretary's responsibilities to ensure compliance with the law.

Brentwood City Council Presentation: March 8, 2011

Susan Miller and I gave a presentation to the Brentwood City Council on the Highway 4 Widening Project. I also presented a commendation to Mayor Taylor for his service as 2010 Chair of the Authority Board.



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Authority Board Meeting MINUTES

MEETING DATE: February 16, 2011

MEMBERS PRESENT: Robert Taylor, David Durant, Janet Abelson, Genoveva Calloway, Jim Frazier, Federal Glover, Dave Hudson, Joel Keller, Karen Mitchoff, Nancy Parent, Julie Pierce, Karen Stepper, Don Tatzin, Amy Worth

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, Hisham Noeimi, Stan Taylor (Authority Counsel), Danice Rosenbohm (Executive Secretary)

MINUTES PREPARED BY: Danice Rosenbohm

- A. **CONVENE MEETING:** *Chair Taylor* convened the meeting at 6:01 p.m.
- B. **PLEDGE OF ALLEGIANCE:**
- C. **PUBLIC COMMENT:** There were no public comments on items not on the agenda.
- D. **ELECTION:** Election of Chair and Vice Chair for 2011.

Commissioner Pierce nominated *Commissioner Durant* as the next Chair, and *Commissioner Tatzin* as Vice Chair, seconded by *Commissioner Mitchoff*. The motion passed unanimously, 10-0. (*Commissioner Glover had not yet arrived.*)

- E. **COMMENDATIONS:** Commendation to outgoing Chair Robert Taylor, and departing Commissioners Arnerich and Balico.

Chair Durant presented outgoing *Chair Taylor* an award commending his dedicated service over the past year as Authority Board Chair.

Outgoing Chair Taylor thanked the Authority and staff for their support, and said that he was proud to have been part of such an exciting and productive year.

Chair Durant presented departing *Commissioners Arnerich* and *Balico* awards recognizing their service, also thanking departing *Commissioner Arnerich* for his leadership on the Planning Committee. *Chair Durant* recognized *Assembly Member Bonilla*, who was also present, for her service as Commissioner on the Authority Board.

F. **COMMITTEE ASSIGNMENTS:** Please submit assignment requests to the Chair through Danice Rosenbohm by Friday, February 18th.

1.0 **APPROVAL OF MINUTES:** Authority Minutes of January 19, 2011.

ACTION: Commissioner Taylor moved to approve the Minutes of January 19, 2011, seconded by Commissioner Frazier. The motion passed unanimously, 10-0. (Commissioner Glover had not yet arrived.)

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

ACTION: Commissioner Tatzin moved to approve the Consent Calendar, seconded by Commissioner Stepper. The motion passed unanimously, 10-0. (Commissioner Glover had not yet arrived.)

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

2.A.1 **Monthly Project Status Report.** This report outlines the status of current Measure C or J projects. Staff contact: Ross Chittenden

2.A.2 **Monthly Accounts Payable Invoice Report for December 2010.** This report provides detail of invoice paid by vendor. Staff contact: Randall Carlton

2.A.3 **Monthly Cash and Investment Report for December 2010.** The Authority's Investment Policy calls for this monthly report on investment activity. Staff contact: Randall Carlton

2.A.4 **Quarterly Sales Tax Revenue Report for the Period Ended December 31, 2010.** This report contains a summary of sales tax revenues, including analysis and comparisons against prior monthly and quarterly periods. Staff contact: Randall Carlton

2.A.5 **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: Ross Chittenden

2.A.6 **Master Cooperative Agreement No. 90.00.04 with Caltrans for Locally Funded Measure J Projects.** Staff recommends approval of Master Cooperative Agreement No. 90.00.04 with Caltrans which outlines requirements and responsibilities for the development of environmental documents, design plans and right-of-way clearance activities for locally funded Measure J projects on the State Highway System. Staff contact: Hisham Noeimi

2.A.7 **Review and Accept Annual Measure J Compliance Audits.** Each year the Authority selects a sampling of Measure J subrecipients for Compliance Audits to evaluate that the use of funds are in conformance with standards established by the Authority. For fiscal year ended June 30, 2010, Compliance Audits were conducted for: the Watkin &

*Authority Board Meeting MINUTES**February 16, 2011**Page 3 of 10*

Bortolussi, Inc, City of Antioch, and Mark Thomas & Company. According to the auditors, all entities complied with the Authority's standards.

Staff contact: Randall Carlton

- 2.A.8 Review and Accept Single Audit Report Related to the Award of Federal Funds.** Regulations require recipients of Federal funds to audit funding awards greater than \$500,000 (referred to as the "Single Audit" report). For fiscal year ended June 30, 2010, the auditor noted that the Authority complied with the requirements as applicable to Federal awards. Staff contact: Randall Carlton
- 2.A.9 State Route 4 Widening – Somersville Road to SR160 (Project 1407/3001) –**
- 2.A.9.1 Amendment No. 1 to Purchase Agreement No. 284 with Scott System, Inc. for Form Liners.** Staff seeks authorization to enter into Amendment No. 1 to Purchase Agreement No. 284 with Scott System, Inc., in the amount of \$61,308 to provide form liners for the construction of architectural treatment on retaining walls for Segment 2 of the widening project. Staff contact: Susan Miller
- 2.A.9.2 Amendment No. 3 to Agreement No. 211 with Harris & Associates for Corridor Integration Team Services.** Staff seeks authorization to amend Contract No. 211 to increase the not-to-exceed amount by \$375,000 to \$3,000,335 for additional utility relocation oversight services. Staff contact: Susan Miller
- 2.A.9.3 Utility Agreement with AT&T –** Staff seeks authorization to enter into Utility Agreement No. 315 with AT&T in the amount of \$10,858.59 to relocate telecommunication facilities near G Street within Segment 2 of the widening project. Staff contact: Susan Miller
- 2.A.10 City of Richmond – Marina Bay Parkway Grade Separation (Project 9003) – Phase II Design Peer Review.** A peer review committee completed review of the Phase II design plans on January 5, 2011. Staff recommends approval of the peer review recommendation. Staff contact: Jack Hall
- 2.A.11 Amendment No. 6 to Contract No. 243 with Endsight for Technology Managed Services.** The Authority has a managed services contract with Endsight to provide comprehensive network and computer support and services. Staff is requesting that the contract be amended to operate on a month-to-month basis through FY2012. That time frame will provide sufficient flexibility to conduct a Request for Proposal process. The cost for technology managed services typically ranges from \$4,000 to \$5,000 per month. Staff contact: Randall Carlton
- 2.A.12 Legislation.** The APC received a staff report concerning the development of the State's 2011-12 budget. This was presented as an information item; no action was taken on this

item. The Authority may take action on this or any other matter related to the Authority's legislative objectives. Staff contact: Arielle Bourgart

- 2.A.14 Proposed Securities and Exchange Commission (SEC) Regulations Pertaining to Municipal Advisors.** The proposed regulations may require Authority Commissioners to register with the SEC as a "municipal advisor." It is recommended that the Authority comment on the proposed regulations and urge that appointed commissioners be excluded from SEC registering. A draft letter from Nossaman LLP to the SEC is attached. Staff contact: Randall Carlton
- 2.1 NEW ITEM: Consultant Agreement Amendments.** Staff has identified two Consultant Agreements which have expired or are due to expire within the upcoming months. Staff seeks authorization to extend the terms of these Agreements. No other changes are proposed, and there are no financial implications to the amendments. Staff Contact: Susan Miller
- 2.B Planning Committee:**
- 2.B.1 Approval of FY 2010-11 Measure J Allocation for the West County Sub-regional Transportation Needs Program - Program 28b.** The Measure J Expenditure Plan establishes the West County Sub-regional Transportation Needs Program - Program 28b at 0.3 percent of sales tax revenues. As a sub-regional program the funds are recommended for programming at the discretion of the West Contra Costa Transportation Advisory Committee (WCCTAC). At its January 28, 2011 meeting, WCCTAC approved WCCTAC Resolution No. 11-01 which recommends program \$14,000 of the available Program 28b funds to support the West County Street Smarts program. If approved by WCCTAC, Authority Resolution 11-06-G would program the funds in support of the recommendation. In addition, the current fiscal year Cooperative Agreement with WCCTAC (Agreement 17.W.01) will be amended to allow the funds to be paid to WCCTAC. RESOLUTION 11-06-G Staff contact: Peter Engel
- 2.B.2 FY 2009-10 Measure J Transportation Programs for Seniors and People with Disabilities Annual Report.** This annual report provides a summary of the countywide Transportation Programs for Seniors and People with Disabilities activities in the first full funding year of Measure J. The report includes use and service information from the paratransit and transportation for seniors operators that receive funding from the Transportation Programs for Seniors and People with Disabilities (Program 15 and 20) program lines in the Measure J Expenditure Plan. Staff contact: Peter Engel
- 2.B.3 FY 2009-10 Measure J Bus Transit and Express Bus Programs Annual Report.** This annual report provides a summary of the countywide bus transit activities in the first full funding year of Measure J. The report includes use and service information from the bus transit operators for funds received from both the Bus Services (Program 14) and Express Bus (Program 16) program lines in the Measure J Expenditure Plan. Staff contact: Peter Engel

- 2.B.5 Schedule for Measure J Transportation for Livable Communities and Pedestrian, Bicycle and Trail Facilities Programs.** Staff is developing a process and guidelines for two Measure J programs: the Transportation for Livable Communities (CC-TLC) program, 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 the Pedestrian, Bicycle and Trail Facilities (PBTF) program designed to fund projects identified in the Countywide Bicycle and Pedestrian Plan. A working group of staff is helping develop the CC-TLC program, and the Countywide Bicycle and Pedestrian Advisory Committee is helping develop the process and guidelines for the PBTF program. Staff will present a proposed schedule for the two programs. Guidelines for the two programs will be presented at subsequent meetings. Staff contact: Brad Beck

End of Consent Calendar

3.0 MAJOR DISCUSSION ITEMS: *None*

4.0 REGULAR AGENDA ITEMS:

Commissioner Glover arrived at 6:20 p.m

4.A Administration & Projects Committee:

- 4.A.12 Legislation.** The APC received a staff report concerning a recent action on the part of the Metropolitan Transportation Commission (MTC) to sponsor state legislation that would call for the addition of two members to the Commission—one representing the City of Oakland and the other representing the City of San Jose. No action was taken by the APC and discussion was deferred to the February 16th Authority meeting, when the two Contra Costa representatives on MTC could be present and inform the discussion. Staff contact: Arielle Bourgart

ACTION: Commissioner Pierce moved to support the legislation calling for the addition of two members to the Metropolitan Transportation Commission, as currently written, seconded by Commissioner Abelson. The motion passed unanimously, 11-0.

DISCUSSION: Arielle Bourgart, Director of Government and Community Relations, gave a report on the recent decision by the Metropolitan Transportation Commission to sponsor legislation that would provide for the addition of two additional members to the commission, representing the City of Oakland and the City of San Jose. Ms. Bourgart provided some background, said that staff was not making a recommendation on the legislation, but encouraged the Authority to consider that other future options might be more onerous.

Commissioner Glover stated that he had participated on the special MTC sub-committee that was formed to discuss options for changing the commission structure, and that after careful consideration he believed that the option before the Authority, which

would provide a cap of three commissioners from any one county, was likely the best for leveraging opportunities for Contra Costa. Therefore, *Commissioner Glover* said that he would vote to support the legislation.

Representative Worth said that she agreed with *Commissioner Glover*, and that it was important to keep in mind that the Authority's position would relate specifically to the legislation as currently written and that if changes to the bill were detrimental to the Authority, the Authority would then have time to act accordingly.

A brief discussion ensued, after which *Commissioner Glover* thanked the Authority Board for their trust and support.

- 4.A.13 2011 Update to the Measure J Strategic Plan: Revenue Projections and Development Schedule.** Staff will provide an update on Measure J revenue projections, key policy issues to be addressed and schedule leading to adoption in July.
Staff contact: Hisham Noeimi

ACTION: *Commissioner Tatzin* moved to approve the overall approach, schedule, and the revenue projections for the 2011 Strategic Plan Update, seconded by *Commissioner Frazier*. The motion passed unanimously, 11-0.

DISCUSSION: Hisham Noeimi, Engineering Manager, gave a PowerPoint presentation on the Measure J Strategic Plan update, which included background, revenue projections, bonding capacity, expenditure caps, policy issues, schedule, and potential impact of the swap termination.

The presentation was followed by a question and answer period.

Commissioner Taylor said that he was concerned that tax revenues could be somewhat high. *Commissioner Tatzin* responded that the projections seemed plausible, noting that adjustments could be made in the future if necessary.

Erick Cheung, Finance Manager, stated that he believed the Measure J Strategic Plan revenue projections for 2011 were conservative. He said that the national outlook had improved, and that locally most jurisdictions showed sales tax revenues flattening. Mr. Cheung said that sales tax revenue results from the 2010 holiday season would be released by the State Board of Equalization in March.

Randy Iwasaki commented that recent information received from Caltrans indicated that construction bids were coming in significantly lower than engineers' estimates throughout the state. He also commented that Measure J funds are split 40 percent for projects and 60 percent for programs. Of the 40 percent for projects, approximately 90 percent will be expended within the next five to six years.

4.B Planning Committee

4.B.4 Initiation of the 2013 Regional Transportation Plan “Call for Projects”. MTC is expected to release a “call for projects” for the 2013 Regional Transportation Plan (RTP) by the end of February 2011. In preparation for this event, staff proposes to begin working with the Regional Transportation Planning Committees (RTPCs) and Transit Operators on developing a 25-year financially-constrained project list for submittal to MTC in April. In order for a transportation project to receive state and/or federal transportation funding, it must first be included in the RTP. Staff will provide an overview of the process and timeline for project submittals to MTC. Staff contact: Martin Engelmann

ACTION: Commissioner Pierce moved to authorize staff to issue an early “Call for Projects” for the 2013 RTP, seconded by Commissioner Tatzin. The motion passed unanimously, 11-0.

DISCUSSION: Martin Engelmann, Deputy Executive Director for Planning, and Hisham Noeimi, Engineering Manager, gave a joint presentation on the 2013 Regional Transportation Plan (RTP), a component of the Sustainable Communities Strategy. The presentation was distributed as a meeting handout.

Mr. Engelmann stated that the 2013 RTP update (being called T-2040) would outline the region’s programmatic and policy objectives for the twenty-five year time period of 2013 through 2038.

Mr. Noeimi provided some background on the 2009 RTP, and discussed the project list categories, criteria, and schedule. He stated that although the Authority (as the Congestion Management Agency) was being asked only to coordinate the submittals of projects to MTC, staff was recommending taking the same proactive approach as in the 2009 RTP, whereby staff would refine all the project lists from the last RTP and categorize the projects into the three lists before submittal to MTC.

Mr. Noeimi said that the Planning Committee had recommended the release of the “Call for Projects”, and that staff planned to return to the Authority in May for approval of the three lists.

Mr. Engelmann stated that the Authority would be conducting an extensive public outreach effort to solicit projects for the 2013 RTP “Call for Projects”, and that the existing Regional Transportation Planning Committee structure and the Authority’s Citizens Advisory Committee would be utilized to get the word out to both governmental and non-governmental agencies. Mr. Engelmann said that the public outreach plan would be submitted to the Planning Committee and Authority for consideration in March, and that a public hearing (as requested by MTC), could possibly be scheduled for the April Authority Board Meeting.

A brief discussion about the process followed.

Public Comment

Matt Vander Sluis, Senior Field Representative for Greenbelt Alliance, stated that it was important not only to consider those projects already identified as priorities in Measure J, but to select good projects that would allow the Priority Development Areas to be brought to life.

- 4.B.6 Decennial "State of the System" Update:** Due to the recession, overall traffic volumes in Contra Costa have gone down. In fact, based upon recent data, traffic levels in 2010 are generally lower than previous levels for 2000. Authority staff will provide a brief overview of the current trends, and implications for planning and forecasting activities. Staff contact: Matt Kelly

ACTION: None taken – information item only.

DISCUSSION: Matt Kelly, Associate Transportation Planner, gave a PowerPoint presentation on the decennial "State of the System" Update.

The presentation included information about traffic counts, highway congestion, and planned future households and jobs. Additional slides on the comparison of peak hour traffic to households, employed residents, jobs, and transit ridership were distributed as a meeting handout.

Mr. Kelly noted that the San Francisco Chronicle had recently reported that the commute delay for the Bay Area Region for 2009 had dropped from the list of the top five worst congested areas in the nation to number six, with the average annual delay at 49 hours, a level not experienced since around 1996.

- 4.B.7 SB 375 Implementation Update.** Staff will report on recent meetings and events pertaining to the implementation of SB 375 and the development of a Sustainable Communities Strategy for the Bay Area. Staff contact: Martin Engelmänn

ACTION: None taken – information item only.

DISCUSSION: Martin Engelmänn, Deputy Executive Director for Planning, reviewed the monthly update on the implementation of SB 375, which was included in the agenda packet.

Mr. Engelmänn stated that a videotape of the expanded TRANSPAC meeting on the Sustainable Communities Strategy (SCS), which was held at the Authority's offices on January 31st, would soon be available on the Authority's website.

Mr. Engelmänn noted that based upon preliminary information from MTC and traffic information as outlined in Agenda Item 4.B.6, the Bay Area region was already two-thirds of the way to reaching the greenhouse gas reduction (GHG) target for 2035.

Commissioner Frazier asked whether a course of action was in place related to the Priority Development Areas (PDA), should the Governor eliminate the city's redevelopment agencies. Mr. Engelmann responded that he was not aware of any plans, but that MTC had done an assessment to determine what it would take in terms of infrastructure investment to accelerate development of the PDAs. He said that MTC was moving toward a commitment to use future federal and state money to get approximately \$12 billion in funding to cities with PDAs.

5.0 CORRESPONDENCE AND COMMUNICATIONS:

5.1 Letter to MTC Dated February 8, 2011 from several business and economic development organizations RE: MTC's Regional Transportation Plan/Sustainable Communities Strategy Call for Projects Timeline and Criteria

The letter to MTC was briefly discussed. Several Commissioners said that the concerns expressed in the letter were shared by many others.

6.0 ASSOCIATED COMMITTEE REPORTS:

6.1 Central County (TRANSPAC):

6.2 East County (TRANSPLAN): *Reports of January 13 and 27, 2011*

6.3 Southwest County (SWAT): (February 7, 2011 meeting canceled.)

6.4 West County (WCCTAC): *Report of January 28, 2011*

6.5 Conference of Mayors (COM):

7.0 COMMISSIONER AND STAFF COMMENTS:

7.1 Chair's Comments and Reports

7.2 Commissioners' Comments and Reports

Commissioner Frazier mentioned that he would be attending a meeting in Sacramento regarding reducing miles traveled on Thursday, February 16th.

Commissioner Stepper said that she had recently traveled on behalf of the five Tri-Valley cities to Washington D.C., and that Department of Transportation staff was extremely impressed by the TRAFFIX website, which was funded by Measure J.

7.3 Executive Staff Comments

Randy Iwasaki thanked outgoing *Chair Taylor* for his dedication to the Authority, and said that he looked forward to working with new *Chair Durant* on what was sure to be an exciting year ahead.

Mr. Iwasaki reviewed the February 16, 2011 Executive Director's Report, which was included in the agenda packet.

8.0 CALENDAR: March/April/May 2011

9.0 ADJOURNMENT to Wednesday, March 16, 2011, at 6:00 p.m.

The meeting was adjourned at 8:42 p.m. to March 16, 2011, at 6:00 p.m.

11. TAC Reports by Jurisdiction: Clayton, Concord, Martinez, Pleasant Hill, Walnut Creek and Contra Costa County

Attachment: Excerpt from the April 7, 2011 CCTA Administration and Projects Committee Staff Report: Cities of Pleasant Hill and Walnut Creek – Geary Road Improvements, Phase 3 (Project 24007): Request for Appropriation of Measure J funds for Environmental Studies and Design



Administration and Projects Committee Meeting STAFF REPORT

Meeting Date: April 7, 2011

Subject	Cities of Pleasant Hill and Walnut Creek – Geary Road Improvements, Phase 3 (Project 24007): Request for Appropriation of Measure J funds for Environmental Studies and Design
Summary of Issues	<p>The Cities of Pleasant Hill and Walnut Creek are requesting an appropriation of Measure J funds for Geary Road Improvements, Phase 3 (Project 24007) for \$1,054,000. This appropriation is for Environmental Studies and Design. The City of Pleasant Hill and the City of Walnut Creek are working on this project together and are preparing a Joint Exercise of Powers Agreement (JPA) to delineate duties. The City of Pleasant Hill will be the administrator of the Measure J funds, and already has an executed Cooperative Agreement for this Measure J funding category. A cooperative agreement for the City of Walnut Creek is attached for approval.</p> <p>This project will construct a continuous dual left turn lane and exclusive bike lanes and pedestrian sidewalk as well other necessary improvements such as drainage and street lighting.</p>
Recommendations	<p>Staff recommends approval of Resolution 04-10-P appropriating \$1,054,000 for Environmental Studies and Design contingent on approval of the JPA between the Cities of Pleasant Hill and Walnut Creek. Staff also recommends approval of Cooperative Agreement 24C.05 between the Authority and Walnut Creek.</p>
Financial Implications	<p>Amendment No. 1 to the 2009 Measure J Strategic Plan contains sufficient funds programmed for this project to fund this request.</p>
Options	<p>The Authority could choose to alter this request.</p>
Attachments	<ul style="list-style-type: none"> A. Letter from the Cities of Pleasant Hill and Walnut Creek, dated March 28, 2011. B. Resolution 11-09-P. C. Cooperative Agreement 24C.05. D. Geary Road Improvements Phase-3 (Project 24007) Fact Sheet.
Changes from Committee	

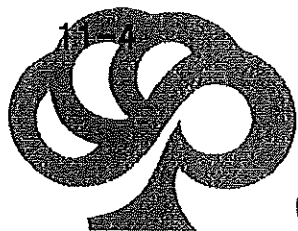
Background

The Geary Road project links Pleasant Hill Road with Treat Boulevard, and serves as the only arterial connection between northwest Pleasant Hill and Walnut Creek. The Geary Road Improvements, Phase 3 project will complete the third and last phase of a corridor improvements project along Geary Road. The purpose of this three-phased improvements project is to increase operations and pedestrian/bicycle safety through the construction of continuous dual left turn lanes and exclusive bike lanes and pedestrian sidewalk. Other necessary improvements such as drainage and street lighting will also accompany the above improvements. Adjacent segments of Geary Road have already been improved; the improvements provide connectivity and continuity with the earlier improvements.

This is a cooperative project between the City of Pleasant Hill and the City of Walnut Creek due to the location of the city limit line which run down the middle of Geary Road in the project limits. The Cities are currently working on a joint exercise of powers agreement (JPA), which will provide the apportionment of duties and costs between the City of Pleasant Hill and the City of Walnut Creek. The JPA is expected to be approved by each City Council in April.

This appropriation request is for \$1,054,000 of Measure J funds programmed for the project, \$186,000 for environmental studies and \$868,000 for design. The appropriation is requested by the City of Pleasant Hill on behalf of both cities. The City of Pleasant Hill is going to be the administrator of the project in terms of Measure J funds, per the JPA agreement. Both cities will be incurring reimbursable expenses on the project. The City of Pleasant Hill already has a cooperative agreement with the Authority for this Major Streets: Traffic Flow, Safety and Capacity Improvements Measure J funding category. The cooperative agreement between the Authority and the City of Walnut Creek, No 24.05, is attached (Attachment C).

The project is currently funded by a combination of Measure J and local funds. Construction is currently scheduled for the summer of 2013. Staff seeks approval of Resolution 11-09-P and Cooperative Agreement No. 24C.05.



City of Pleasant Hill

Attachment A

March 28, 2011

Ross Chittenden
Contra Costa Transportation Authority
Deputy Executive Director - Projects
2999 Oak Road, Suite 100
Walnut Creek, CA 94597

Subject: Request for Appropriation of Measure J Funds
Geary Road Improvements Project – Phase 3

Dear Mr. Chittenden:

The City of Pleasant Hill and the City of Walnut Creek request appropriation of \$1,054,000 in Measure J funds for the Geary Road Improvements Project – Phase 3, to cover the costs of environmental studies and design. This project is listed as Project No. 24007 in the *2009 Measure J Strategic Plan*.

The Plan allocates \$9.1 million in Measure J funds. This is a cooperative project with the City of Pleasant Hill and the City of Walnut Creek. The City of Pleasant Hill City Council approved the project as part of the City of Pleasant Hill adopted *FY 2011/2016 Capital Improvement Plan*. The City of Walnut Creek City Council also adopted the project as part of the 2008-10 Capital Budget. We are currently working on a joint exercise of powers agreement which will provide the apportionment of duties and costs between the City of Pleasant Hill and the City of Walnut Creek, which will be approved by each City Council in the near future.

Project Summary

The Geary Road project links Pleasant Hill Road with Treat Boulevard, and serves as the only arterial connection between northwest Pleasant Hill and Walnut Creek. The proposed project will complement previous improvements completed by Walnut Creek to the east between Putnam Boulevard and North Main Street.

The proposed project scope includes traffic signal improvements, street lighting, traffic striping, and necessary drainage and pavement improvements in order to facilitate the construction of continuous dual left-turn lanes, exclusive bike lanes and new pedestrian sidewalks, which will enhance bicycle and pedestrian facilities and safety throughout Geary Road.

Financial Plan

The project budget is allocated as follows:

<u>Activity</u>	<u>Local Funds</u>	<u>Measure J Funds</u>	<u>Total Costs</u>
Administration	\$ 50,000	\$ 50,000	\$ 100,000
Preliminary Engineering	\$ 190,000	\$ 0	\$ 190,000
*Environmental Studies	\$ 0	\$ 186,000	\$ 186,000
*Design	\$ 0	\$ 868,000	\$ 868,000
Right of Way / Easements	\$ 0	\$ 62,000	\$ 62,000
Construction Administration	\$ 0	\$ 930,000	\$ 930,000
Construction	\$ 660,000	\$ 6,956,000	\$ 7,616,000
Total	\$ 900,000	\$ 9,052,000	\$ 9,952,000

***Current Appropriation Requested**

Preliminary Engineering is complete. Developer traffic impact fees will be used to fund the local contribution for the project. We are requesting appropriation of \$1,054,000 to complete environmental studies and design.

Project Schedule

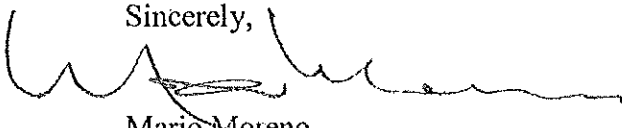
The project schedule is estimated as follows:

<u>Activity</u>	<u>Start Date</u>	<u>End Date</u>
Administration	01/2009	04/2015
Preliminary Engineering	01/2009	03/2011
Environmental Studies	04/2011	09/2012
Design	04/2011	01/2013
Right of Way / Easements	09/2011	12/2012
Construction and Construction Management	04/2013	04/2015

We appreciate you bringing this request to the CCTA Board for review and consideration at the April meeting. If you have any questions or need additional information regarding this project, please contact Rod Wui at 671-5261 or via email at rwui@ci.pleasant-hill.ca.us.

Thank you for your consideration.

Sincerely,



Mario Moreno
City Engineer
City of Pleasant Hill



Steve Waymire
City Engineer
City of Walnut Creek

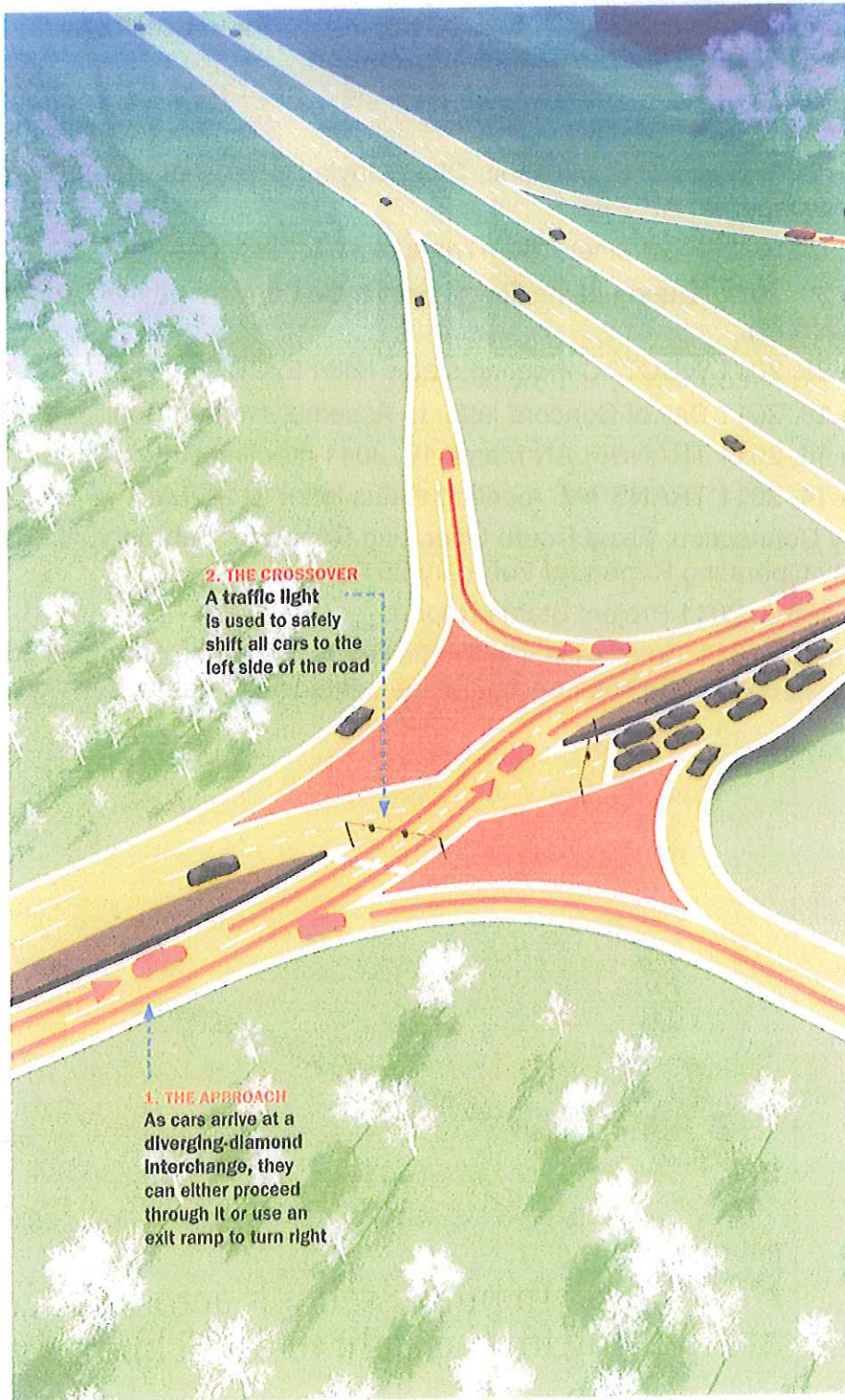
- CC: Amin AbuAmara, CCTA
Susan Miller, CCTA
Rod Wui, Associate Civil Engineer, PH
Shawn Knapp, Associate Civil Engineer, PH
Diana Walker, Senior Civil Engineer, WC
Joe Sadri, Associate Civil Engineer, WC



12. Correspondence/Copies/Newsclips/Information

Attachments:

- April 5, 2011 Board of Supervisors Chair Gayle Uilkema letter to Assemblywoman Nancy Skinner re: AB 710
- April 2, 2011 The Examiner, "SamTrans close to disappearing"
- March 30, 2011 "Queen of the Road: Solo hybrid drivers banned from the carpool lane" (7/1/11)
- March 25, 2011 WCCTAC meeting status letter to CCTA;
- March 18, 2011 City of Concord letter to Assemblywoman Bonilla re: AB 710;
- March 16, 2011 TRANSPLAN March 10, 2011 meeting status letter;
- March 14, 2011 TRANSPAC meeting status letter to CCTA;
- County Connection: Fixed Route Operating Report for February 2011; LINK Monthly Operating Report for February 2011;
- CCTA March 2011 Project Status Report;
- February 7, 2011 Time Magazine Traffic Gem - match the first page color section with the second page color section at the centerline to get the full view.



HOW IT WORKS

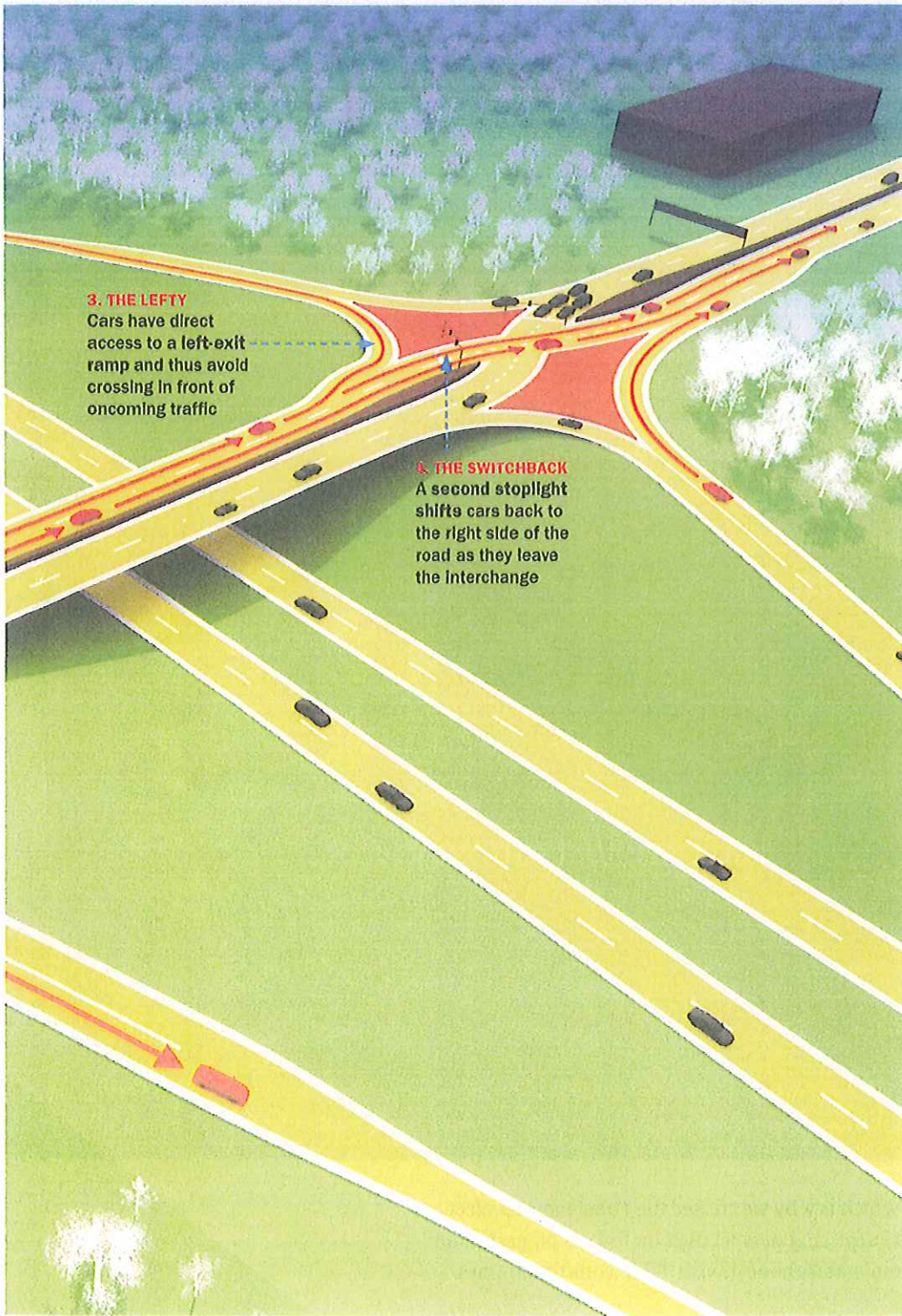
Traffic Gem.
Diverging-diamond interchanges can save time—and lives

BY KATY STEINMETZ

AMERICA LIKES IMPORTS ON its highways: both the cars that travel them and the road designs that are traveled upon. President Eisenhower created the interstate system in the 1950s after being

Illustration by Bryan Chrystle Design for TIME

Time Magazine 2/7/11



3. THE LEFTY

Cars have direct access to a left-exit ramp and thus avoid crossing in front of oncoming traffic

THE SWITCHBACK

A second stoplight shifts cars back to the right side of the road as they leave the interchange

inspired by Germany's autobahns. Roundabouts, long staples of England and Australia, now populate the U.S. by the thousands. And the latest roadway innovation comes from France—*zut alors!*—in the form of diverging-diamond interchanges.

These flashily named interchanges eliminate traditional left-hand turns and, with them, the most dangerous type of crash—the T-bone—since cars no longer have to cross in front of lanes of oncoming traffic. Stoplights allow lanes to safely crisscross at intersec-



Leftist Movement

Ride through one of these newfangled interchanges at time.com/diverging_diamond

tions, briefly shifting all drivers to the left side of the road so they can have direct access to a left-hand ramp.

The concept may sound confusing, but engineers see it as a simple way to fight the congestion that occurs in places where lots of drivers turn left. According to the Federal Highway Administration, these diamonds can handle twice as many left turns per hour as conventional interchanges. The design can reduce not only delays—by up to 60%—but injuries too. In the six months after the first diverging diamond was completed in the U.S. in 2009, in Springfield, Mo., traffic accidents fell 50% compared with the same period the year before, when the interchange still had a standard design.

So far, five diverging diamonds have been completed in the U.S., but Don Saiko, project manager for the nation's first, says he has fielded calls from interested engineers and consultants in 35 states. At least 10 states are building or planning to build them. "Conceptually, it's different," Howard Jarvis, an emergency-room doctor, says of the diverging diamond he drives through during his daily commute in Missouri. "But once you've been through it a few times, it's pretty intuitive." ■

