

TRANSPAC
Transportation Partnership and Cooperation
Meeting Notice and Agenda
THURSDAY, FEBRUARY 12, 2015

9:00 A.M. to 11:30 A.M.

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. Convene Meeting/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.
- 3. Approval of December 11, 2014 TRANSPAC Meeting Minutes**

ACTION: Approve minutes and/or as revised/determined.

Attachment: December 11, 2014 TRANSPAC minutes

- 4. Status of CalPERS Contracting Process and Required Documents to Continue that Process:**
 - a) Consideration of TRANSPAC Bylaws;**
 - b) Consideration of Resolution No. 2015-1 Adopting the TRANSPAC Conflict of Interest Code; and**
 - c) Proposed Retirement Benefit Package for TRANSPAC Employees**

ACTION: Review and approve the TRANSPAC Bylaws, Resolution No. 2015-1 Adopting the TRANSPAC Conflict of Interest Code, and the Proposed Retirement Benefit Package for TRANSPAC Employees

Attachments: Bylaws, Resolution No. 2015-1 Adopting the TRANSPAC Conflict of Interest Code, and Proposed Retirement Benefit Package for TRANSPAC Employees

5. **Consider the One-time Use of Measure J, Line 20a Funds for the Senior Mini Bus Program in the City of Walnut Creek.** At its meeting on January 22, 2015, the TAC unanimously approved a recommendation to the TRANSPAC Board for the one-time use of \$43,000 from Measure J Line 20a funds for the Senior Mini Bus program in the City of Walnut Creek.

ACTION: Approve the one-time use of \$43,000 from Measure J Line 20a funds for the Senior Mini Bus program in the City of Walnut Creek.

Attachments: Budget Summary Mini-Bus Grant from TRANSPAC – 2013; and 2014 Mini Bus Numbers Report.

6. **Review and Comment on Preliminary Scope of Work for the I-680 High Capacity Transit Study:** CCTA proposes to conduct a study of congestion relief options for the I-680 corridor, including improved transit options such as express bus, light rail, and BART. The study will also examine new transit technologies. The study will be performed by DKS Associates during the next six months, and will be funded by CCTA. The study will include building upon previous studies, such as the I-680 Investment Options Analysis conducted in 2003. CCTA seeks TRANSPAC TAC review of the proposed scope of work as soon as possible so that the study schedule can be accelerated.

The TRANSPAC TAC discussed the Preliminary Scope of Work for the I-680 High Capacity Transit Study, which had been presented at the TAC's last meeting on January 22. The TAC was concerned with the speed at which the Study had gone from concept to reality in terms of evaluating and reviewing a proposed scope, and had a number of concerns that it wanted forwarded to the CCTA and to the TRANSPAC Board when the High Capacity Transit Study was presented for consideration.

- Questioned whether the Authority has reached out to the community, particularly since some jurisdictions in the corridor will not be as enthusiastic for high capacity transit as others.
- Asked if there will be an attempt to relieve localized traffic.
- Asked if the CCTA will involve City Councils/Board of Supervisors, especially for those communities that may be most verbal.
- Emphasized the need for significant outreach to the public whether web based or through surveys to be completely transparent, particularly since many residents may or may not realize what future projections will be and may not understand that commute time could double.
- Identify short-range and long-range options, particularly since long-range options could turn into an East County situation of resources.
- Include an educational component to advise the public of the modeling projections to identify the realistic possibilities for delays in the future.
- Consider that there are other options besides transit to alleviate future congestion, and accommodate other options, such as bicycles, or electric vehicles on trails during particular times.

ACTION: Review and comment on the Preliminary Scope of Work for the I-680 High Capacity Transit Study.

Attachment: Preliminary Draft of the I-680 High Capacity Transit Study.

7. **Discussion of the TAC's Comments Regarding the Preliminary Scope of Work for the I-680 High Capacity Transit Study and Consider Approval of Draft Letter to Forward Those Comments to Martin Engelmann, Deputy Director, Planning, CCTA**

ACTION: Review/Discuss TAC Comments shown under Item 5 and consider draft letter to forward those comments to Martin Engelmann, CCTA.

Attachment: Draft Letter to Martin Engelmann, CCTA, regarding I-680 High Capacity Transit Study.

8. **TRANSPAC CCTA Representative Reports:** Reports on the November CCTA Administration and Projects Committee (Member Pierce), Planning Committee (Member Durant), and the CCTA Board meeting (Members Pierce and Durant).

ACTION: Accept report(s) and/or as determined.

9. **CCTA Executive Director's Report Regarding Authority Actions/Discussion Items**

Attachment: Executive Director's Report dated January 21, 2015.

10. **Items Approved by the Authority for Circulation to the Regional Transportation Planning Committees (RTPCs) and Related Items of Interest**

Attachment: Letter to RTPCs from Randell H. Iwasaki dated January 22, 2015 for the January 21, 2015 Board meeting.

11. **TAC Oral Reports by Jurisdiction:** Reports from Concord, Clayton, Martinez, Pleasant Hill, Walnut Creek, and Contra Costa County, if available.

ACTION: Accept report(s) and/or as determined.

12. **Agency and Committee Reports, if available:**

- TRANSPAC December 15, 2014 status letter to Randall Iwasaki, CCTA
- TRANSPAC
- SWAT
- WCCTAC
- County Connection – Fixed Route and LINK reports may be downloaded at: <http://cccta.org/public-meetings/agendas/os-january-2015>
- CCTA Project Status Report may be downloaded at: <http://transpac.us/wp-content/uploads/2008/08/CCTA-Project-Status-Report.pdf>
- The CCTA Board agenda for the January 21, 2015 meeting may be downloaded at: http://ccta.granicus.com/GeneratedAgendaViewer.php?view_id=1&event_id=69

- CCTA Administration & Projects Committee (APC) agenda for the February 5, 2015 meeting may be downloaded at:
http://ccta.granicus.com/GeneratedAgendaViewer.php?view_id=1&event_id=176
- CCTA Planning Committee agenda for the February 4, 2015 meeting may be downloaded at:
http://ccta.granicus.com/GeneratedAgendaViewer.php?view_id=1&event_id=43

ACTION: Accept report(s) and/or as determined.

13. For the Good of the Order

14. Adjourn/Next Meeting. The next meeting is scheduled for March 12, 2015 at 9:00 A.M. in the Community Room at Pleasant Hill City Hall unless otherwise determined.

TRANSPAC Meeting Summary Minutes

MEETING DATE: December 11, 2014

ELECTED OFFICIALS PRESENT: Mark Ross, Martinez (Chair); Loella Haskew, Walnut Creek (Vice Chair); Julie Pierce, Clayton, CCTA Representative; David Durant, Pleasant Hill, CCTA Representative; Dan Helix, Alternate for Ron Leone, Concord; and Karen Mitchoff, Contra Costa County

PLANNING COMMISSIONERS PRESENT: John Mercurio, Concord; and Bob Pickett, Walnut Creek

STAFF PRESENT: Martin Engelmann, Contra Costa Transportation Authority (CCTA); Ray Kuzbari, Concord; Jeremy Lochirco, Walnut Creek; Charlie Mullen, Clayton; Lynn Overcashier, 511 Contra Costa Program Manager; and Robert Sarmiento, Contra Costa County

GUESTS/PRESENTERS: Deborah Dagang, CH2MHill

MINUTES PREPARED BY: Anita Tucci-Smith

1. Convene Meeting/Pledge of Allegiance/Self Introductions

The meeting was convened at 9:00 A.M. by Chair Mark Ross, who led the Pledge of Allegiance. Self-introductions followed.

2. Public Comment

There were no comments from the public.

CONSENT AGENDA

3. Approval of November 13, 2014 TRANSPAC Minutes

On motion by Director Pierce, seconded by Director Mitchoff, to adopt the Consent Agenda, as corrected by changes provided to Page 4, carried by the following vote:

Ayes: Durant, Haskew, Helix, Mercurio, Mitchoff, Pickett, Pierce, Ross
Noes: None
Abstain: None
Absent: Stewart, Vavrek

END OF CONSENT AGENDA

4. Forward the Central County Action Plan to CCTA for Adoption

Deborah Dagang, CH2MHill, explained that the TRANSPAC Board was being asked to approve the 2014 Action Plan and forward it to the Contra Costa Transportation Authority (CCTA) for adoption. She noted that just the pages with changes had been provided to the Board. The full Action Plan had been included on the CCTA's website as well as on the transpac.us website.

Ms. Dagang reported that there had been a series of public workshops as part of the update to the Countywide Transportation Plan (CTP). TRANSPAC's workshop had been held on August 27, 2014, when she had attended as an observer. She noted that workshop had been well attended with many comments. Additional comments had been presented on the CCTA's website, which had also included a variety of comments from organizations as well as agencies.

Identifying the main comments for Central County, Ms. Dagang explained that most were thematic, requesting such things as more transit, more bicycles, less transit, more roads, although a few specifics had been requested. She described those specific comments as a request to conduct a High Capacity Transit Study along the I-680 corridor from Central Contra Costa to Tri-Valley; include State Route 4 operational improvements, which she noted had already been included in the Draft Action Plan and were being added to the CTP; adding East Bay Regional Parks District (EBRPD) trail projects, and she referred to a specific listing of trail projects; provide more parking and bike stations at every BART station; and the County had recommended the deletion and addition of a few specific projects.

Ms. Dagang advised that the TRANSPAC TAC at its November 20, 2014 meeting had a few specific recommendations to the Draft Action Plan. The TAC had recommended adding *Conduct High Capacity Transit Study jointly with Tri-Valley Transportation Council*, as an action for the I-680 corridor to build on the previous and ongoing corridor studies that assess high capacity transit in the I-680 corridor. The TAC had also recommended the addition of the trail projects as identified by the EBRPD, those that connected to Routes of Regional Significance (RORS) or transit facilities. The TAC had also agreed with the recommendation from Contra Costa County to revise specific actions, and the TAC had recommended an Action Goal 2-F to add a specific reference to supporting the addition of bicycle parking at BART stations.

Director Pierce supported the wording for Goal 2-B related to a joint High Capacity Transit Study along the I-680 corridor, but recommended a further discussion at the CCTA as to whether to start fresh given her opinion that the current 2004 study might be too dated. She stated that the 2004 study needed to be updated and while the bones of that study might be able to be reused, it would have to be determined whether that could be done. She clarified, when asked, that the 2004 report was a 'start-from-scratch' report, and she supported the concept and the need to scope out the possibilities.

With respect to Goal 2-H, Director Pierce recommended a revision of that goal: "Encourage and participate in the development of access and redevelopment plans in the immediate vicinity of each BART Station to improve multimodal access and facilities for buses, bicycles, and pedestrians." Instead of using the term 'redevelopment,' which could be confusing with the term 'Redevelopment,' which no longer existed, she recommended the use of the term 'development' or 'reuse' plans.

Director Durant agreed with the perception of the term redevelopment, and a discussion ensued with the potential use of other terms such as ‘access and development’ plans, or retaining the lower case term ‘redevelopment.’

Lynn Overcashier noted with respect to Goal 2-B and a High Capacity Transit Study that the Southwest Area Transportation Committee (SWAT) had also expressed concern about starting all over with such a study in advance of a reauthorization of Measure J, and suggested either incremental evaluation or to include something specific in Measure J within a specific amount of time.

Director Durant was not convinced that a High Capacity Transit Study in the I-680 corridor made sense for Central County, and suggested it was precipitous without a more thorough conversation given that the CCTA Board would discuss that subject at its meeting next week. He suggested that more discussion would have to occur in that regard. He also noted that there were a few things included in the Action Plan without a preliminary estimate.

Director Pierce referred to the Action Plan as an unconstrained plan and suggested the inclusion of a High Capacity Transit Study as a placeholder would allow determination of how to implement the particular action given that a study could be cursory, in-depth, dusting off the old study, conducting a brand new study, or something that might need to be started now and be completed in the very long term. She suggested that the options should at least be considered.

Martin Engelmann commented that the Action Plans were always very much interested in the action verb in the beginning. He suggested the CCTA would be the study sponsor and would fund the study, while both TRANSPAC and Tri-Valley would want to be involved. He suggested that ‘conduct,’ could be changed to ‘participate,’ or ‘support’ the CCTA’s effort to study.

Director Pierce commented that since there were two BART stations in Central County that would be directly impacted, it should be studied.

Director Durant questioned the need for something so specific and while reminded that the issue had arisen as a result of the public comments on the CTP, he was uncertain there was sufficient information to warrant that level of specificity without something more general to ‘evaluate’ the possibility of high transit or other things along the I-680 corridor. He noted that the other things were general and this item was not. He was concerned with language that was too specific.

Director Helix agreed with the need to start slowly and deliberately.

Mr. Engelmann commented that the term ‘High Capacity Transit Study’ had been gleaned from what was happening on I-80. He explained that the West Contra Costa Transportation Advisory Committee (WCCTAC) was embarking on a high capacity study and thinking about transit more than anything else. On I-680, he suggested there were opportunities for congestion relief with new technologies on the freeway itself. As such, the term High Capacity Transit Study was more descriptive of West County and something else could be considered, such as congestion relief strategies, along the I-680 corridor.

Ms. Dagang noted that part of the wording was also clear that it was not a BART study but a range of alternatives. On the discussion, it was recommended for placement elsewhere in the CTP.

Director Pierce suggested that there were other things, such as self-driving cars, that could be considered without the need to use extra real estate.

Director Mitchoff commented that at the Administration and Project Committee she had requested more information on what it would entail. She noted that the TRANSPAC Action Plan would be included in the CTP although there would need to be a larger conversation and it would be addressed on a different level. She noted 'evaluate the possibility' was not strong enough for her and she supported something such as 'participate in.' She wanted the language to be as flexible as possible and supported a statement to "Participate in a High Capacity Transit Study along the I-680 corridor."

Other suggestions included "Participate in the evaluation of transit options along the I-680 corridor," "Participate in the evaluation of transit options and relief strategies along the I-680 corridor," "Support the efforts by the Authority to improve and enhance transit along the I-680 corridor which may include consideration of a High Capacity Transit Study," and "Participate in a discussion of transit options and technologies along the I-680 corridor."

Mr. Engelmann recommended the statement *Support the efforts of the Authority to evaluate congestion relief strategies along the I-680 corridor, including transit options and new technologies.*

On motion by Director Mitchoff, seconded by Director Haskew to approve the change to Goal 2-B to read: *Support the efforts of the Authority to evaluate congestion relief strategies along the I-680 corridor, including transit options and new technologies*, carried by the following vote:

Ayes:	Durant, Haskew, Helix, Mercurio, Mitchoff, Pickett, Pierce, Ross
Noes:	None
Abstain:	None
Absent:	Stewart, Vavrek

Ms. Dagang explained that the full document was not final but would be cleaned up and be submitted through TRANSPAC staff to the CCTA. In response to Director Durant that there were no preliminary cost numbers, she stated that TRANSPAC was the only RTPC that included costs. The numbers that had not been included would be added at some point in time, the list was unconstrained and projects could be added, if desired, and many of the projects had been included on the list for a number of years.

On motion by Director Mitchoff, seconded by Director Durant to approve the "Proposal for Adoption" of the Action Plan, as amended, and forward to the Contra Costa Transportation Authority Board, carried by the following vote:

Ayes:	Durant, Haskew, Mercurio, Mitchoff, Pickett, Pierce, Ross
Noes:	None
Abstain:	Helix

Absent: Stewart, Vavrek

- 5. Consider the Allocation of \$161,648 in Measure J Central County Additional Bus Transit Enhancements (Line 19a) Funds for Fiscal Year 2015/16 to the Monument Neighborhood Shuttle as Part of a Fund Swap with County Connection which Has Agreed with MTC to exchange these Funds for STA Funds as the City of Concord is Not Eligible to Claim STA Funds to Make this Project Whole**

Director Pierce noted that a similar action had been approved by the TRANSPAC Board last year.

On motion by Director Pierce, seconded by Director Mitchoff to approve the proposed Monument Boulevard Neighborhood Shuttle funding swap and forward the proposal to the Contra Costa Transportation Authority Board, carried by the following vote:

Ayes: Durant, Haskew, Helix, Mercurio, Mitchoff, Pickett, Pierce, Ross
Noes: None
Abstain: None
Absent: Stewart, Vavrek

- 6. Request TRANSPAC Authorization and Approval for the FY 2015/16 TRANSPAC / TRANSPLAN 511 Contra Costa Program Workplan with Funds from the BAAQMD TFCA, CCTA Measure J Line 17, and MTC CMAQ (Employer Outreach)**

Lynn Overcashier, 511 Contra Costa Program Manager was available to respond to questions.

The Board commended the program and urged Ms. Overcashier to keep up the good work.

On motion by Director Mitchoff, seconded by Director Durant to approve the FY 2015/16 TRANSPAC / TRANSPLAN 511 Contra Costa Program Workplan with funds from the Bay Area Air Quality Management District (BAAQMD) Transportation Funds for Clean Air Act (TFCA), CCTA Measure J Line 17, and Metropolitan Transportation Commission (MTC) Congestion Mitigation and Air Quality Improvement (CMAQ) Program (Employer Outreach), carried by the following vote:

Ayes: Durant, Haskew, Helix, Mercurio, Mitchoff, Pickett, Pierce, Ross
Noes: None
Abstain: None
Absent: Stewart, Vavrek

- 7. Request TRANSPAC Authorization and Approval of 511 Contra Costa Workplan and Budget for FY 2014/15 and 2015/16 Measure J 21a Safe Transportation for Children Funds**

Ms. Overcashier clarified that upon the approval the request would be submitted to the CCTA Board for authorization.

On motion by Director Haskew, seconded by Director Mitchoff to approve 511 Contra Costa Workplan and Budget for FY 2014/15 and 2015/16 Measure J 21a Safe Transportation for Children

Funds, carried by the following vote:

Ayes: Durant, Haskew, Helix, Mercurio, Mitchoff, Pickett, Pierce, Ross
Noes: None
Abstain: None
Absent: Stewart, Vavrek

8. Notice of Expiration of Authority Member Durant's Term and Appointment of Representative for the February 1, 2015 through January 31, 2017 Period

On motion by Director Mitchoff, seconded by Director Haskew to reappoint Commissioner Durant for the two-year term from February 1, 2015 through January 31, 2017, with either Ron Leone or Loella Haskew serving as an alternate for either or both of TRANSPAC's CCTA representatives as necessary, carried by the following vote:

Ayes: Durant, Haskew, Helix, Mitchoff, Pierce, Ross
Noes: None
Abstain: None
Absent: None

9. TRANSPAC CCTA Representative Reports: Reports on the most recent CCTA Administration and Projects Committee (Member Pierce), Planning Committee (Member Durant), and the CCTA Board meeting (Members Pierce and Durant).

Director Durant reported that the Planning Committee had met on December 3. He deferred to Director Mitchoff to present the report since he had not been at the meeting.

Director Mitchoff reported that the Planning Committee had approved the Call for Projects for the Cycle 4 Lifeline Transportation Program (LTP), moved forward the workplan for the 2015 Priority Development Areas (PDAs) update, and discussed options for the preparation of a High Capacity Transit Study for the I-680 corridor when she had raised the question of the difference between updating the old report and redoing the new report.

Mr. Engelmann stated there were two scopes of work for a High Capacity Transit Study; a \$250,000 study relying on the older study, and a million dollar study relying on the older study and taking alternatives further, and he noted it was a question of how far to go. He explained that CCTA staff would return to do the smaller study first and if something stood out it could be expanded into the million dollar study, which had funding and timing issues. He added that the smaller study could commence in January and would look at new technologies as well.

Director Mitchoff explained that the recommendation to the full CCTA Board was to get more information.

Director Pierce reported that the Administration and Projects Committee (APC), which had met on December 4, had recommended approval of the 2015 CCTA state and federal Legislative Advocacy Programs similar to last year.

The APC had also approved funds for the I-80/San Pablo Dam Road Interchange Reconstruction Project allowing authorization of a Cooperative Agreement with Caltrans to do that project like the Caldecott Tunnel; received an exceptionally good audit report that was in line for another award; approved the I-680 Auxiliary Lanes Landscaping Contract advertisement and bid opening process; and approved the issuance of a Request for Qualifications (RFQ) and proposal for Program/Project Management and Project Control Services because the prior list had been expended and a new list was required.

10. CCTA Executive Director's Report from Randell H. Iwasaki Regarding Authority Actions/Discussion Items

Mr. Iwasaki's report dated November 19, 2014 had been included in the packet.

11. Items Approved by the Authority for Circulation to the Regional Transportation Planning Committees (RTPCs) and Related Items of Interest

Mr. Iwasaki's report dated November 21, 2014 had been included in the packet.

12. Revised TRANSPAC Meeting Schedule for 2015

The revised 2015 meeting schedule, with a correction to the May 2015 meeting date and with the January TRANSPAC Board and TAC meetings identified "as needed" only, was accepted.

13. TAC Oral Reports by Jurisdiction: Reports from Concord, Clayton, Martinez, Pleasant Hill, Walnut Creek, and Contra Costa County, if available.

There were no reports.

14. Agency and Committee Reports:

There were no comments.

15. For the Good of the Order:

Director Pierce described the cost and effort of providing coffee and pastries at TRANSPAC and TRANSPAC TAC meetings, the fact that most pastries were not being consumed, and sought direction as to whether TRANSPAC wanted to continue with that cost and effort. By consensus, the membership agreed to a 'bring your own beverage' and 'bring your own snack' arrangement.

Director Durant updated the Board on the status of an Interim TRANSPAC Executive Director (ED), explained that the Joint Powers Authority (JPA) was proceeding according to plan, and noted that CalPERS had some questions about the application but not of the nature or extent that one would normally have expected. He reported that City of Pleasant Hill staff was working with the consultant to gather the information requested by CalPERS and to answer questions.

Director Durant added that to date all efforts to secure someone for the Interim ED position had failed, and Pleasant Hill staff had been asked to reach out to the retired CalPERS employee community to see if there was anyone who might be willing to serve in the interim. He clarified that CalPERS retirees were being sought to use as additional support of the JPA by CalPERS.

Director Haskew reported that she had a candidate to recommend, and Director Pierce stated that Management Partners also had recommended a candidate.

Director Pierce noted that the TRANSPAC Board had approved the TRANSPAC budget at its last meeting, the bills were being distributed, and there was a need to have those bills paid relatively quickly to allow TRANSPAC to remain solvent. She clarified that the bills were the same as prior years although they had not been submitted at the normal time of year.

On the question of whether a special meeting would be required for approval of an interim ED, Director, Pierce explained that the January 8, 2015 meeting would be retained as a possibility if needed for a special meeting.

16. Adjourn/Next Meeting.

The meeting was adjourned at 9:50 A.M. The next meeting is scheduled for February 12, 2014 at 9:00 A.M. in the Community Room at Pleasant Hill City Hall unless otherwise determined.



MEMORANDUM

To: TRANSPAC BOARD
From: BEST BEST & KRIEGER LLP
Date: FEBRUARY 2, 2015
Re: TRANSPAC BYLAWS

Pursuant to Section 3 of the Joint Powers Agreement (“Agreement”) TRANSPAC may exercise other reasonable and necessary powers in furtherance or support of any purpose of the Authority or the bylaws of the Authority. TRANSPAC is a separate legal entity though the joint powers agreement and it may adopt its own bylaws to help govern itself.

We have prepared draft bylaws for your consideration to address various issues such as Board compensation, establishment of advisory committees, performance evaluations of the Managing Director, record maintenance, audit schedule, and compliance with conflict of interest rules.

CalPERS has also requested a copy of TRANSPAC’s bylaws to finalize its Phase I review of the application. Once the Board has adopted the bylaws, we will submit the bylaws to CalPERS to complete the application.

Recommendation: Adopt bylaws

Attachment: TRANSPAC Bylaws

CENTRAL CONTRA COSTA TRANSPORTATION/LAND USE PARTNERSHIP BYLAWS

ARTICLE I - GENERAL PROVISIONS

1.1 Purpose.

The Central Contra Costa Transportation/Land Use Partnership (“TRANSPAC”) is a joint powers authority, established under the laws of the State of California (Government Code, section 6500 et seq.) and governed by that certain TRANSPAC Joint Powers Agreement dated August 21, 2014 (“Agreement”). The definition of terms used in these Bylaws shall be the same as contained in the Agreement, unless otherwise expressly provided herein. If any provision of these Bylaws conflicts with the Agreement, the Agreement shall govern.

1.2 Offices.

The principal office for the transaction of the business of TRANSPAC shall be located within Central Contra Costa County at a place fixed by the Board from time to time. The Board may also establish one or more subordinate offices at any place or places within Central Contra Costa County.

1.3 Amendments to Bylaws.

The Bylaws may be amended by majority vote of the Board. Any such amendment shall become effective immediately, unless otherwise stated therein.

ARTICLE II - BOARD AND MEETINGS

2.1 Powers of Board.

Subject to the powers and limitations as provided by law, the Agreement, or these Bylaws, all powers of TRANSPAC shall be exercised, its property controlled and its affairs conducted by the Board as is further specified in the Agreement.

2.2 Compensation of Board Members, Committee Members and Officers.

Board members, members of committees and officers shall receive no compensation for their services. There will be no per diem or travel reimbursement for attending Board or committee meetings. However, they shall be able to receive reimbursement of such reasonable and necessary expenses incurred on behalf of TRANSPAC upon review of supporting documentation as may be determined by the Board.

2.3 Officers.

The officers of TRANSPAC shall be the Chair, Vice Chair, Treasurer/Auditor, and Secretary and such other officers as the Board may appoint. The responsibilities of said officers shall be as set forth in the Agreement or as otherwise set forth in writing by the Board. The Board shall elect the Chair, Vice Chair, Auditor/Treasurer, and Secretary from among the elected officials, unless otherwise provided for in the Agreement. Any officer may be removed, either with or without cause, by a majority vote of the members at any duly held regular or special meeting of the Board. Any officer may resign at any time by giving written notice to the Board, the President, or the Secretary. Any such resignation shall take effect at the date of the receipt of such notice, or at any later time specified therein and, unless otherwise specified, the acceptance of such

resignation shall not be necessary to make it effective. In case any office becomes vacant, the Board shall fill the vacancy at the next regular meeting or as soon as practicable thereafter.

2.4 Meetings.

Regular meetings of the Board shall be held at such day, time and place within Central Costa County as the Board may determine. All meetings of the Board, whether regular, special or adjourned shall be open to the public, except for closed session as authorized by law. The Board may adopt reasonable regulations that limit the total amount of time allotted for public speakers and for each individual speaker.

2.5 Advisory Committees.

The Board may establish advisory committees to meet the needs of TRANSPAC. The chairperson of each advisory committee or his or her designee shall provide periodic reports to the Board at its regular meetings. All advisory committees that are standing committees shall be subject to the Ralph M. Brown Act (California Government Code section 54950 et seq.).

ARTICLE III –EMPLOYEES

3.1 Managing Director.

The Board shall appoint a Managing Director, who shall administer the day-to-day activities of TRANSPAC and report to the Board. The Managing Director shall attend meetings of the Board, but shall have no vote, and shall administer the business and activities of TRANSPAC, including those specific duties assigned by the Board or required by the Agreement. The Managing Director shall provide for such other employees and consultants as may be necessary for management of TRANSPAC's business, subject to approval by the Board.

3.2 Performance Evaluations.

The Chair, Vice Chair, Secretary, and Treasurer/Auditor shall meet annually to discuss the performance of the Managing Director. At the conclusion of the meeting, the Chair shall prepare a written performance evaluation for the Managing Director to be administered annually no later than January 31st. The evaluation shall include any changes to the performance standards and goals for the upcoming calendar year.

The Managing Director shall establish personnel rules, performance standards, and evaluation criteria for all other employees of TRANSPAC subject to the review of the Board. The Managing Director shall administer performance evaluations to employees annually and before the anniversary of the date of hire.

ARTICLE IV – RECORDS AND REPORTS

4.1 Maintenance of TRANSPAC Records.

TRANSPAC will keep adequate and correct books and records on account. All such records will be kept at TRANSPAC's principal office.

4.2 Maintenance and Inspection of Agreement and Bylaws.

TRANSPAC will keep at its principal office the original or copy of the Agreement and these Bylaws, as amended to date, which will be open to inspection at all reasonable times during office hours.

4.3 Audit.

No later than January 1st after the close of TRANSPAC's fiscal year, the Board will cause an audit prepared by a certified public accountant to be sent to the governing body of each Member.

4.4 Fiscal Year.

TRANSPAC's fiscal year shall commence on the 1st day of July and shall conclude on the 30th day of June of each year.

ARTICLE V – CONFLICTS OF INTEREST

TRANSPAC shall be subject to the conflict of interest rules set forth in the Political Reform Act (commencing with Section 81000 of the Government Code of the State of California) and Sections 1090 et seq. of the Government Code of the State of California, and TRANSPAC shall adopt a conflict of interest code as required and as provided by the implementing regulations of the Political Reform Act.

RESOLUTION NO. 2015-1

RESOLUTION OF THE GOVERNING BOARD OF THE CENTRAL CONTRA COSTA TRANSPORTATION/ LAND USE PARTNERSHIP ADOPTING A CONFLICT OF INTEREST CODE PURSUANT TO THE POLITICAL REFORM ACT OF 1974

WHEREAS, the State of California enacted the Political Reform Act of 1974, Government Code Section 81000 et seq. (the "Act"), which contains provisions relating to conflicts of interest which potentially affect all officers, employees and consultants of the Central Contra Costa Transportation/Land Use Partnership ("TRANSPAC") and requires all public agencies to adopt and promulgate a Conflict of Interest Code; and

WHEREAS, the potential penalties for violation of the provisions of the Act are substantial and may include criminal and civil liability, as well as equitable relief which could result in TRANSPAC being restrained or prevented from acting in cases where the provisions of the Act may have been violated; and

WHEREAS, notice of the time and place of a public meeting on, and of consideration by the Board members of TRANSPAC of, the proposed Conflict of Interest Code was provided to each designated employee and publicly posted for review at the offices of TRANSPAC; and

WHEREAS, a public meeting was held upon the proposed Conflict of Interest Code at a regular meeting of the Board members on February 12, 2015, at which all present were given an opportunity to be heard on the proposed Conflict of Interest Code.

NOW, THEREFORE, BE IT RESOLVED by the members of the Board of TRANSPAC that the Board does hereby adopt the proposed Conflict of Interest Code, a copy of which is attached hereto and shall be on file with TRANSPAC, and available to the public for inspection and copying during regular business hours.

BE IT FURTHER RESOLVED that the said Conflict of Interest Code shall be submitted to the Board of Supervisors of Contra Costa County for approval and said Code shall become effective 30 days after the Board of Supervisors approves the proposed Conflict of Interest Code as submitted.

APPROVED AND ADOPTED this 12th day of February, 2015.

Mark Ross, Chair

ATTEST:

Anita L. Tucci-Smith, Clerk of the Board



MEMORANDUM

To: TRANSPAC BOARD
From: BEST BEST & KRIEGER LLP
Date: FEBRUARY 2, 2015
Re: TRANSPAC CONFLICT OF INTEREST CODE

The California Political Reform Act (the “Act”) requires all state and local government agencies to adopt and promulgate a conflict-of-interest code establishing the rules for reporting personal assets and the prohibition from making or participating in the making of any decisions that may affect any personal assets. Now that TRANSPAC is a separate legal entity though the joint powers agreement it must adopt its own conflict of interest code rather than falling under the Contra Costa Transportation Authority’s conflict of interest code.

A conflict-of-interest code must specifically designate all agency positions, except for those listed in Gov. Code § 87200, that make or participate in the making of agency decisions which may foreseeably have an effect on any financial interest of that person, and assign specific types of personal assets to be disclosed that may be affected by the exercise of powers and duties of that position.

The Act further requires that an agency regularly review and amend its Code when change is necessitated by changed circumstances which includes the need to designate positions, revise disclosure categories or their assignment to specific positions or remove officials listed in Gov. Code § 87200.

Attached is the proposed Conflict of Interest Code (“Code”) of TRANSPAC. This Code formally incorporates Fair Political Practices Commission (“FPPC”) Regulation 18730 by reference as the provisions of the Code with an Appendix attached designating positions that make or participate in making decisions of the agency with appropriate disclosure categories assigned in Exhibit “A,” and establishes the list of disclosure categories in Exhibit “B.” This is commonly referred to as the FPPC Standard Code.

Recommendation: Adopt Resolution No. 2015-1 adopting the Conflict of Interest Code of the Central Contra Costa Transportation/Land Use Partnership (“TRANSPAC”) and directing that such Code be submitted to the Contra Costa County Board of Supervisors as Authority’s code-reviewing body (Gov. Code § 82011) requesting approval of the Code as required under Government Code section 87303.

Attachment: Resolution adopting the TRANSPAC Conflict of Interest Code

CONFLICT OF INTEREST CODE

OF THE

**CENTRAL CONTRA COSTA
TRANSPORTATION/LAND USE
PARTNERSHIP (“TRANSPAC”)**

CONFLICT OF INTEREST CODE OF THE CENTRAL CONTRA COSTA TRANSPORTATION/LAND USE PARTNERSHIP ("TRANSPAC")

(Adopted February 12, 2015)

The Political Reform Act (Gov. Code § 81000, et seq.) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code Regs. § 18730) that contains the terms of a standard conflict of interest code which can be incorporated by reference in an agency's code. After public notice and hearing Regulation 18730 may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference. This incorporation page, Regulation 18730 and the attached Appendix designating positions and establishing disclosure categories, shall constitute the conflict of interest code of the **Central Contra Costa Transportation/Land Use Partnership ("TRANSPAC")**.

All officials and designated positions required to submit a statement of economic interests shall file their statements with the Board Secretary as TRANSPAC's Filing Officer. The Clerk of the Board shall make and retain a copy of all statements filed by the Board members, alternate Board members, and Executive Director and forward the originals of such statements to the Clerk of the Board of Supervisors of the County of Contra Costa. The Clerk of the Board shall retain the original statements filed by all other officials and designated positions and will make all retained statements available for public inspection and reproduction during regular business hours. (Gov. Code § 81008.)

APPENDIX

CONFLICT OF INTEREST CODE

OF THE

CENTRAL CONTRA COSTA TRANSPORTATION/LAND
USE PARTNERSHIP (“TRANSPAC”)

(Adopted February 12 , 2015)

PART “A”

Other officials who manage public investments, as defined by 2 California Code of Regs. §18701(b), are NOT subject to TRANSPAC’s Code but must file disclosure statements under Government Code section 87200 et seq. [Regs. § 18730(b)(3)]

OFFICIALS WHO MANAGE PUBLIC INVESTMENTS

It has been determined that the positions listed below are other officials who manage public investments¹. These positions are listed here for informational purposes only.

Board Members
Alternate Board Members
Ex Officio Members
Alternate Ex Officio Members
Treasurer
Financial Consultant

¹ Individuals holding one of the above-listed positions may contact the Fair Political Practices Commission for assistance or written advice regarding their filing obligations if they believe that their position has been categorized incorrectly. The Fair Political Practices Commission makes the final determination whether a position is covered by § 87200.

DESIGNATED POSITIONS

GOVERNED BY THE CONFLICT OF INTEREST CODE

<u>DESIGNATED POSITIONS'</u> <u>TITLE OR FUNCTION</u>	<u>DISCLOSURE CATEGORIES</u> <u>ASSIGNED</u>
Deputy TDM Program Manager	2, 5
Executive Director	1, 2
General Counsel	1, 2
Outreach Program Executive Secretary	5
Outreach Project Supervisor	2, 5, 6
TDM Coordinator	5
TDM Program Manager	2, 5, 6

MEMBERS OF BOARDS, **COMMITTEES AND COMMISSIONS**

TRANSPAC TAC	1, 2
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Consultants and New Positions²

² Individuals serving as a consultant as defined in FPPC Reg 18701 or in a new position created since this Code was last approved that makes or participates in making decisions must file under the broadest disclosure set forth in this Code subject to the following limitation:

The General Manager may determine that, due to the range of duties or contractual obligations, it is more appropriate to assign a limited disclosure requirement. A clear explanation of the duties and a statement of the extent of the disclosure requirements must be in a written document. (Gov. Code Sec. 82019; FPPC Regulations 18219 and 18734.). The General Manager's determination is a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code. (Gov. Code Sec. 81008.)

PART "B"

DISCLOSURE CATEGORIES

The disclosure categories listed below identify the types of economic interests that the designated position must disclose for each disclosure category to which he or she is assigned.³ Such economic interests are reportable if they are either located in or doing business in the jurisdiction, are planning to do business in the jurisdiction, or have done business during the previous two years in the jurisdiction of TRANSPAC.

Category 1: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, that do business or own real property within the jurisdiction of TRANSPAC.

Category 2: All interests in real property which is located in whole or in part within, or not more than two (2) miles outside, the boundaries of TRANSPAC.

Category 3: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, that are engaged in land development, construction or the acquisition or sale of real property within the jurisdiction of TRANSPAC.

Category 4: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, that provide services, products, materials, machinery, vehicles or equipment of a type purchased or leased by TRANSPAC.

Category 5: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, that provide services, products, materials, machinery, vehicles or equipment of a type purchased or leased by the designated position's department, unit or division.

Category 6: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, or income from a nonprofit or other organization, if the source is of the type to receive grants or other monies from or through TRANSPAC or its subdivisions.

³ This Conflict of Interest Code does not require the reporting of gifts from outside this agency's jurisdiction if the source does not have some connection with or bearing upon the functions or duties of the position. (Reg. 18730.1)



MEMORANDUM

To: TRANSPAC BOARD
From: BEST BEST & KRIEGER LLP
Date: FEBRUARY 2, 2015
Re: PROPOSED RETIREMENT BENEFIT PACKAGE FOR TRANSPAC EMPLOYEES

In anticipation of the CalPERS determination that TRANSPAC is eligible to establish a contract for retirement benefit for its employees, staff, legal counsel and Ken Marzion have been taking steps to move forward with the next phase of the contracting process.

The next phase will require the preparation of a cost analysis prepared by the CalPERS actuarial unit. However, the cost analysis cannot be prepared until TRANSPAC submits the *New Agency Questionnaire*. This questionnaire along with future steps associated with the transfer of assets and liabilities associated with the service credit of TRANSPAC employees currently credited under the City's contract (this transfer is necessary to conserve this service credit) will require direction regarding the retirement benefit package that will be made available to TRANSPAC employees with classic member or new member status.

With respect to classic member employees, it is necessary that TRANSPAC continue the exact same retirement benefit package available to these employees under the City's contract. The City has two classic member tiers for miscellaneous employees. The formulas and components under each tier are as follows:

Tier 1: 2% at 55

Final Compensation 1 Year
2% COLA
\$500 Retired Death Benefit
*Military Service Credit for Retired Persons
*Military Service Credit as Public Service
*Public Service Credit for Peace Corps, etc.
*Public Service Credit: Layoffs
*Pre-Retirement Option 2W Death Benefit
*Pre-Retirement Death Benefit (remarriage)
*Unused Sick Leave Credit
1959 Survivor Benefit Level 3
Prior Service
Golden Handshake

Tier 2: 2% at 60

Final Compensation 3 Years
2% COLA
\$500 Retired Death Benefit
*Military Service Credit for Retired Persons
*Military Service Credit as Public Service
*Public Service Credit for Peace Corps, etc.
*Public Service Credit: Layoffs
*Pre-Retirement Option 2W Death Benefit
*Pre-Retirement Death Benefit (remarriage)
*Unused Sick Leave Credit
1959 Survivor Benefit Level 3
Prior Service
Golden Handshake

For your reference, the benefits in italics are standard benefits that are included in all contracts. The benefits preceded with an asterisk are benefits that are mandated for plans with less than 100 active members as is the case for each of the preceding two tiers. The remaining benefits are optional benefits. However, it is unlikely that TRANSPAC will be able to remove these benefits for existing tiers on the basis that existing TRANSPAC employees must be extended the same retirement benefits available to them under the City's contract.

Existing TRANSPAC employees are expected to be placed in the same tier in which they are currently participating under the City's contract. New employees that establish classic member status will be placed in Tier 2.

New employees that do not establish classic member status and are, therefore, new members will be placed in the PEPRA retirement formula which is 2% at 62. The other statutorily required element of this benefit is a final compensation period consisting of 36 consecutive months. In addition, TRANSPAC will be placed in a risk pool with respect to all of its plans because each will have less than 100 active members. As a result, the following benefits will be considered mandated benefits for the PEPRA tier:

- Section 20965 (Credit for Unused Sick Leave)
- Section 21022 (Public Service Credit for Periods of Layoffs)
- Section 21023.5 (Public Service Credit for Peace Corps or AmeriCorps: VISTA Service)
- Section 21024 (Military Service Credit as Public Service)
- Section 21027 (Military Service Credit for Retired Persons)
- Section 21548 (Pre-Retirement Option 2W Death Benefit)

All other optional benefits, not otherwise eliminated by or prohibited by PEPRA, are available to TRANSPAC for purposes of the PEPRA tier. For a point of reference, the following is a summary of the PEPRA retirement plan offered under the City's contract:

PEPRA Tier: 2% at 62

Final Compensation 36 months

2% COLA

\$500 Retired Death Benefit

*Military Service Credit for Retired Persons

*Military Service Credit as Public Service

*Public Service Credit for Peace Corps, etc.

*Public Service Credit: Layoffs

*Pre-Retirement Option 2W Death Benefit

*Pre-Retirement Death Benefit (remarriage)

*Unused Sick Leave Credit

1959 Survivor Benefit Level 4

Prior Service

Golden Handshake

As stated earlier, the benefits in italics are standard benefits that are included in all contracts. The benefits preceded by an asterisk are mandated benefits that TRANSPAC will be required to include in its PEPRA plan. However, the other three benefits are optional benefits.

The 1959 Survivor Benefit Level 3 is no longer available. For new contracts, the available benefit is **1959 Survivor Benefit Level 4**. This benefit provides a monthly allowance to eligible survivors of members who were covered for this benefit and died before retirement. Employees bear a share of the cost equal to \$2 per month, while the employer pays the remaining cost for this benefit. This cost is unavailable.

The **Prior Service** benefit captures time worked for TRANSPAC before the effective date of its contract with CalPERS. This benefit may not be applicable to TRANSPAC if all service rendered on behalf of TRANSPAC has been captured under the City's contract in which case, that service will be allocated to the TRANSPAC contract once it is transferred from the City's contract to TRANSPAC's contract.

The **Golden Handshake** is an early retirement incentive that provides two additional years of service credit to an employee that opts to retire within a window designated by the employer. The cost for this benefit is borne entirely by the employer. It is typically used by agencies with a significant workforce that may want to reduce the size of the workforce through means other than terminations or layoffs. It can be added to a contract at any time. It should also be noted that mere inclusion of the Golden Handshake in the contract does not incur costs. Rather, costs are incurred only when the governing board elects to open a window of time during which an employee can elect to retire early and an employee makes the election.

Staff requests that the Board provide on whether these three optional benefits should be included in the cost analysis.

It is important to note that final decision on the benefit package will not be made until the CalPERS contract comes before the Board for approval later this year. This item is seeking only that the Board provide direction to staff to proceed with the preceding benefit packages, subject to modifications by the Board to the PEPRA tier, for purposes of having the cost analysis prepared by CalPERS.

Recommendation:

Authorize staff and legal counsel to pursue the preceding retirement benefit packages, subject to modifications made by the Board.

Attachment: None.

Budget Summary Mini-Bus grant from TRANSPAC - 2013

The proposed annual budget for the Mini Bus Program for 2013 was approximately \$43,000, including \$34,500 in staff expenses to manage the program and \$8,500 in capital expense for vehicle maintenance and replacement. The grant monies that we spent helped cover the expenses for this valued service and also kept our fares affordable to our participants.

For the year ending 2013 (see attachment) just over \$2600 in fares was brought in by our riders. Our grant of \$40,000 from TRANSPAC helped us reach full cost recovery. The Mini Bus program is an essential service to our seniors within Walnut Creek that desire to live life more independently. It is hoped that with continued TRANSPAC support, the program will continue to be financially viable for the upcoming year, and we will be able to sustain the current level of service and ridership levels without a fare increase. These grant funds are critical for the City to operate the program without adding an undue burden on those in need of our service.

Walnut Creek Seniors Club
Transportation Program
Collections Report 2014

December	# volunteers	# puches	# fare rides	total # rides	punch card sales	\$ fares collected	total \$ collected	total mileage	notes
1	1	5	2	8	\$0.00	\$2.00	\$2.00	79	b
2	2	7	3	12	\$0.00	\$3.00	\$3.00	56	
3	4	2	0	6	\$0.00	\$0.00	\$0.00	42	
4	2	4	5	11	\$0.00	\$5.00	\$5.00	71	
5	3	2	12	17	\$0.00	\$12.00	\$12.00	105	
totals	12	20	22	54	\$0.00	\$22.00	\$22.00	353	
8	1	2	4	7	\$0.00	\$4.00	\$4.00	40	
9	4	6	4	14	\$20.00	\$4.00	\$24.00	69	Holiday
10				0			\$0.00		
11				0			\$0.00		
12				0			\$0.00		
totals	5	8	8	21	\$20.00	\$8.00	\$28.00	109	
15				0			\$0.00		
16				0			\$0.00		
17				0			\$0.00		
18				0			\$0.00		
19				0			\$0.00		
totals	0	0	0	0	\$0.00	\$0.00	\$0.00	0	
22				0			\$0.00		
23				0			\$0.00		
24				0			\$0.00		Holiday
25				0			\$0.00		Holiday
26				0			\$0.00		
totals	0	0	0	0	\$0.00	\$0.00	\$0.00	0	
29				0			\$0.00		
30				0			\$0.00		
31				0			\$0.00		Holiday
				0			\$0.00		
				0			\$0.00		
totals	0	0	0	0	\$0.00	\$0.00	\$0.00	0	

month end totals

17	28	30	75	\$20.00	\$30.00	\$50.00	462
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I-680 Transit Investment/Congestion Relief Options Study

INTRODUCTION

The Contra Costa Transportation Authority (CCTA) recently completed a public outreach process for the Draft 2014 Countywide Transportation Plan Update. Feedback was received from the public through a series of workshops, interviews, polling, surveys, and online engagement tools. During that process, it became clear that residents, businesses, and commuters who use the I-680 corridor are very interested in seeing improved transit service, including connecting the BART Pittsburg Bay Point line with the Dublin line.

In response to the public's strong interest in improved transit, CCTA proposes to conduct a Transit Investment/Congestion Relief Options Study along the I-680 Corridor in the general area of I-680 Corridor from the Benicia-Martinez Bridge to SR 84 with a focus on potential transit service improvement options between Walnut Creek and Dublin.

Additional impetus for the study is as follows:

- At present, the economic recovery is generating more traffic and congestion on I-680. Further widening of the freeway is infeasible due to right-of-way constraints and neighborhood opposition. A viable transit option needs to be developed to give commuters alternatives to the automobile.
- More housing and jobs are expected along the corridor through 2040; traffic in the corridor is expected to increase by 20-to-40 percent.
- The Tri-Valley, Lamorinda, and the Central County Action Plans all support the exploration of congestion relief and improved transit options along I-680.
- Should the renewal and extension of Measure J go to the ballot in November 2016, options and opportunities for improving the I-680 Corridor should be fast tracked.

BACKGROUND

During the past two decades, the I-680 corridor has been steadily improved, with major widening and interchanges projects that have resulted in a near-doubling of roadway capacity. These improvements included the following:

- Major rebuild of the I-680/24 Interchange
- Construction of Auxiliary Lanes from Danville to San Ramon
- Expansion from four to eight lanes w/ HOV
- Widening of the Benicia-Martinez Bridge from four to eight lanes (through construction of a new bridge).

- Major improvements to the I-580/I-680 in Dublin
- Widening of SR 242 from 4 to 6 lanes
- Construction of Park & Ride lots along the I-680 corridor
 - Sycamore P&R lot in Danville;
 - Bollinger Canyon P&R lot in San Ramon
 - Livorna P&R lot in Walnut Creek
- Increases in transit service along the corridor to/from Walnut Creek BART and Bishop Ranch

Despite these major improvements, congestion continues to worsen. At the same time, based upon input received from residents and neighborhoods along the I-680 corridor, it is clear that the addition of mixed-flow lanes, or providing rail service along the Iron Horse Trail is infeasible and therefore will not be considered in this study. Consequently, new and innovative transportation solutions, including transit options, need to be developed to address the current and projected congestion issues in the corridor.

CCTA proposes to engage a highly qualified and experienced consultant team to perform the I-680 Transit Investment/Congestion Relief Options Study. Study oversight would be through a yet-to-be-established Policy Advisory Committee (PAC) and Technical Advisory Committee (TAC). The PAC would be comprised of one elected official from each of the jurisdictions along the corridor and would have the primary decision-making responsibility for the study. The TAC would provide technical review and input for the study and be comprised of an engineer or planner representing each of the jurisdictions, plus staff from each of the transit agencies serving the corridor and from Caltrans. Below is the proposed scope of work that the consultant would follow.

SCOPE OF WORK

The primary purpose of the study is to refine cost estimates for high-capacity transit options studied as part of the I-680 Investment Options Analysis completed in 2003 and to develop and evaluate additional long-term transit improvement options to relieve congestion on I-680. Options to be explored will complement the existing transit services and the shorter-term improvements already being planned and programmed.

The I-680 Transit Investment/Congestion Relief Options Study will focus on updating the travel forecasts, exploring new technologies, developing innovative transit solutions to addressing congestion along the corridor and seeking stakeholder input. The study will involve the following major elements:

- Review the Current and Future Transportation System, Land Use and Travel Characteristics in the Corridor
- Obtain Stakeholder Input from Residents, Employers, Businesses and Corridor Users

- Review Technological Innovations for each Modal Option, including BART, Light Rail Transit (LRT), Express Bus, Bus Rapid Transit and refine cost estimates included in 2003 I-680 Investment Options Analysis
- Update Costs for Modal Options
- Evaluate Top-Priority Improvement Options

Task 1: Review the Current and Future Transportation System, Land Use and Travel Characteristics in the Corridor

Description

A first step in this task will be to update the relevant system inventory for the I-680 Corridor. This effort will document existing and planned transportation facilities and services, land use, and topography that may influence the development and selection of improvement options.

This task will include compiling existing studies, design plans, right-of-way maps, development boundaries, and aerial photographs. A field review of the I-680 Corridor will be performed to verify potential opportunities and constraints with local agency staff.

This task will also include updating the existing and future travel conditions in the corridor in terms of travel volumes, origin-destination patterns, locations of congestion, transit ridership levels, and major trip generators. This task will include new travel demand model runs and origin-destination data collection using cell phone tracking data to verify travel patterns in the CCTA Countywide Travel Model.

The consultant will review recent studies and plans to document existing conditions and proposed future infrastructure or operational improvements including East County and Tri-Valley projects as many commuters travel from these areas to job centers along the I-680 corridor. This task will include review of the following:

- The I-680 Carpool Lane Gap Closure/Transit Corridor Improvements
- HOV and Express Lane Plans for I-680
- HOV Direct Access Ramp Study and EIR for I-680
- SR 24 Transit Capacity Study
- 2014 Action Plans for Central County and the Tri-Valley
- I-680 Corridor System Management Plan (CSMP)
- The 2014 Southwest Employer Transportation Survey (this report includes the origin of commuters working along the I-680 corridor including Bishop Ranch)
- Transportation and Circulation Elements from General Plans of local jurisdictions
- Transportation services implemented by the private sector
- Park & Ride capacity additions along the corridor
- The recently-initiated Express Bus Study

Objective: Update Information on Current and Future Transportation System, Land Use and Travel Characteristics

The consultant will begin by compiling and reviewing the relevant materials, and will then prepare a summary analysis of the transportation needs in the corridor. This will include identification of both existing and forecast major trip generators, travel patterns, congestion levels, and transportation facilities and services, to ensure that the study addresses future needs and deficiencies as well as existing ones. To the greatest extent possible, this information will be presented in graphical and tabular format using maps and charts. This analysis will also include a review of transit ridership levels and qualitative assessments of trip types and the potential for the shifting of trips to transit or HOV modes emphasizing changes since the 2003 I-680 Investment Options Analysis. The results of this analysis will be presented in a technical memorandum.

Key Subtasks

- 1.1 Meet with Authority staff, BART staff, the Policy Advisory Committee (PAC), and the Technical Advisory Committee (TAC) to refine scope and to review and supplement the preliminary list of data sources, model networks and output, studies, reports, and projects.
- 1.2 Compile relevant documents and materials.
- 1.3 Review materials and prepare summaries of pertinent information using graphical and tabular formats to the greatest extent possible
- 1.4 Acquire new cellphone O-D data as necessary to support the study
- 1.5 Conduct quantitative assessment of the different types of travel demand for trips using the corridor and the potential for shifting trips to transit or HOV modes.
- 1.6 Prepare technical memorandum with reviews by the Authority Project Manager, the TAC, and the PAC.

Deliverables

- Refined Scope of Work
- Technical Memorandum #1 – Future Transportation Needs Analysis

Task 2: Obtain Stakeholder Input from Residents, Employers, Businesses and Corridor Users Regarding Improvement Options

Description

The consultant will use a variety of methods to judge the current opinions of stakeholders (residents, employers, business owners and travelers in the I-680 Corridor) about potential congestion relief strategies and transit options in the corridor. One of the first tasks of the PAC and TAC will be to identify the “key” stakeholders and to develop a timeline for conducting stakeholder

Objective: Conduct Outreach to Key Stakeholders

outreach The main focus will be on a series of key stakeholder interviews and focus groups drawing on the list of key stakeholders in Contra Costa County that was used in the initial stages of outreach for the Contra Costa Countywide Transportation Plan (CTP). The team will use contacts from the recent Measure BB sales tax campaign to supplement the Contra Costa participants with Alameda County participants. These interviews and focus groups will be used to assess community views on transit options, including fixed-guideway systems and use of the I-680 median for rail options. Through the PAC and TAC the team will also reach out to each of the local jurisdictions along the corridor.

The consultant will also build on the recent web-based outreach methods and contacts for the Contra Costa CTP to seek additional input. This will include use of the CTP website registrants to implement a crowd-sourcing approach to getting additional innovative ideas for meeting the corridor transit demand and reducing congestion on I-680 and the parallel roadways. Again the team will supplement the Contra Costa participants with Alameda County participants using contacts from the recent Measure BB sales tax campaign.

The consultant will also use public workshops to present the results of the re-evaluation of top priority improvement options in Task 4 and to seek comment and reaction. At least two workshops will be held – one in Central County and one in the Tri-Valley. The specific schedule for public workshops will be identified early to avoid overlap or conflict with other public workshops for projects in the corridor.

In addition, the consultant will work with CCTA staff to develop new and innovative outreach techniques to gain heightened stakeholder engagement on vetting issues and creating solutions that address those issues.

Key Subtasks

- 2.1 Prepare a final Stakeholder Engagement Plan based on initial discussions in Task 1.
- 2.2 Use results of Task 1 and initial results from Task 3 to initiate stakeholder engagement with a summary of issues, objective needs and study plan.
- 2.3 Initiate key stakeholder interview and focus groups to assess relative support of the range of improvement options being considered.
- 2.4 Initiate web-based information and opinion solicitation on improvement options for the corridor.
- 2.5 Prepare technical memorandum on results of initial stakeholder engagement efforts.
- 2.6 Conduct two corridor workshops on the initial evaluation of improvement options.
- 2.7 Initiate final web-based information and opinion solicitation on the evaluation results and draft recommendations of the study.

2.8 Prepare technical memorandum on results of final stakeholder engagement efforts.

Deliverables

- Final Stakeholder Engagement Plan
- Technical Memorandum #2 – Initial Results from Stakeholder Engagement
- Technical Memorandum #3 – Final Results from Stakeholder Engagement

Task 3: Review Technologies for Each Modal Options – BART, LRT, Express Bus, Bus Rapid Transit

Description

The goal of this task is to review transit technology advancements, explore recent innovations, and develop feasible concepts that offer improved transit service and reduced levels of future congestion in the I-680 Corridor. The review will focus on long-term options that complement the existing transit services and the shorter-term improvements already being planned and programmed. This will include a review of the following:

Objective: Review Technology Innovations and Re-screen Improvement Options

- Fixed-rail innovations including but not limited to smaller, automated systems like the Oakland Airport Connector, Suspended People-Mover Systems
- Review of BART's plans for updating its train control system and other improvements that could affect BART system capacity in the East Bay
- Eco-Track - multi-modal rights of way (LRT, bus, bikes and pedestrians) and other LRT options to minimize visual and ecological impacts and improve integration
- Diesel Multiple Units
- Bus Rapid Transit Technology and Transit Signal Priority Innovations
- Use of HOV to HOT lane conversions in conjunction with ramp metering (Note: These alternatives are analyzed in Caltrans recently completed *I-680 Corridor Systems Management Plan (CSMP)*, which will serve as the primary basis for analysis of these roadway options)
- Freeway-based Bus Rapid Transit and use of Express Lanes by Express Buses
- Use of Express Lanes by Private Commuter Buses

Additional areas of innovation may also be identified by Authority staff, TAC, PAC or by stakeholders as part of the Stakeholder Engagement effort in Task 2.

Each of the areas of innovation will be examined for their potential to change one or more of the following factors:

- Cost of construction, operation or maintenance
- Travel time for transit riders in the corridor
- Transit ridership
- Reduction in forecast congestion
- Reduction in the potential environmental impacts – noise, visual intrusion, land consumption, etc.

Descriptions of each new improvement option or redefined improvement option will then be developed. While the scope and schedule of this study suggest that only high-level descriptions be developed at this time, the descriptions must have enough specificity to support understanding of the key elements and differences that will be the basis for the screening evaluation. Information will include not only the layouts and locations of new or improved facilities within the study area, but the requirements for connections to facilities or services outside the immediate study area.

The descriptions will be presented in a set of Improvement Option Summary Sheets. For each option identified, the summary sheet will include a brief description and listing of key features or elements. Following development of the revised Improvement Option Summary Sheets, the DKS team will conduct the high-level screening evaluation of the potential options, and identify those that warrant further study. The screening will use the following criteria:

- Increased Person Throughput
- Attractiveness to New Users
- Enhanced Connectivity
- Impact on Traffic Operations
- Impact on BART and Local Transit Services
- Right-of-Way Requirements
- Community Acceptance
- Policy Consistency (including consistency with pedestrian and bicycle policies and plans)
- Construction Impacts
- Potential Environmental Impacts
- Cost
- Existing and Future Markets Served

The results of the screening analysis will be summarized in graphical format using matrices and summary charts. The results of the screening, along with

recommendations regarding the top-priority improvement options, will be presented in a technical memorandum.

Key Subtasks

- 3.1 Compile current and planned freeway system inventory information including layout and structure, HOV and Express Lane facilities, ROW, development boundaries, and topographic constraints.
- 3.2 Compile current and planned BART system inventory information including track and station layout and structure, parking, train control, maintenance facilities, station area development plans, station access facilities and plans.
- 3.3 Conduct “brainstorming” session with Authority staff, BART staff and other TAC members to generate preliminary listing of improvement options.
- 3.4 Define high-level characteristics of each improvement option, including the preparation of option summary sheets and graphical representations, if appropriate
- 3.5 Prepare technical memorandum and review with TAC and PAC
- 3.6 Conduct screening analysis of options
- 3.7 Prepare technical memorandum summarizing results in graphical or tabular format, and modify option summary sheets where appropriate
- 3.8 Review results with Authority Project Manager, TAC, and PAC, and finalize set of preferred options for further study in Task 4.

Deliverables

- Technical Memorandum #4 – Listing of the Full-Range of Improvement Options
- Technical Memorandum #5 – Screening of Improvement Options and Selection of Top Priority for Further Study
- Improvement Option Summary Sheets

Task 4: Develop Cost Estimates for Modal Options and Evaluate Top-Priority Transit Improvement Options

Description

In this task, the consultant will prepare cost estimates for the different modal options. This update will include a review of the state of the art for construction of the rail options. The team will examine the potential costs of smaller and automated systems, including aerial systems. The team will also examine new methods for tunneling and for cut-and-cover construction and their implications for cost reductions. The team will use the costs of recent similar projects, preferably in the Bay Area, to develop planning level capital and operating costs estimates.

Objective: Re-evaluate the Top Priority Improvement Options

The top-priority improvement options identified in the previous task will be subjected to a more rigorous analysis in Task 4. The criteria used for this evaluation will include:

- Capital and Operating Costs
- Travel Time by Transit and HOV
- Potential Mode Shift, Transit Ridership and Cost Effectiveness
- Markets Served
- Connectivity with Existing System
- Construction Impacts
- Potential Environmental Impacts
- Conflicts with Other Traffic
- Constructability Issues

To forecast potential ridership and mode share impacts, DKS will run the CCTA Countywide Travel Model as refined using cellphone tracking based O-D data (if available) to obtain travel market data.

To support the more detailed analysis, it may also be necessary to define the remaining options in greater detail. This may include refining the location and design for major facilities such as stations and new ramps, and developing conceptual plans, profiles, typical cross-sections, elevations and drawings.

Once the criteria have been defined and the necessary detail developed for each alternative, the DKS team will conduct the analysis of the alternatives, highlighting potential fatal flaws, benefits and impacts. The results and recommendations from this analysis will be presented in a technical memorandum. Once again, graphical and tabular formats will be used extensively to communicate the results. Furthermore, the Improvement Option Summary Sheets will be updated with any new information developed in this task.

Key Subtasks

- 4.1 Refine descriptions of top priority improvement options, including development of conceptual plans and drawings where appropriate
- 4.2 Conduct analysis of alternatives, including preparation of conceptual cost estimates, forecasting of travel demand impacts, and identification of potential fatal flaws
- 4.3 Refine Improvement Option Summary Sheets based on above analysis
- 4.4 Develop draft recommendations for advancing the highest priority improvement options potentially including suggestions for additional analysis and projects to be included in the Contra Costa Countywide Transportation Plan and the Transportation Expenditure Plan for a future Measure J renewal and extension

- 4.5 Prepare technical memorandum using graphical, tabular and matrix formats to summarize results and recommendations
- 4.6 Review results with Authority Project Manager, the TAC, and the PAC
- 4.7 Prepare outreach material to support final round of stakeholder engagement

Deliverables

- Revised Improvement Option Summary Sheets.
- Technical Memorandum #6 – Analysis of Top Priority Improvement Options and Recommendations
- Material to support final round of stakeholder engagement

Task 5: Prepare Final Report

*Objective: Document Study
Findings and Recommendations*

Description

The technical memoranda and products from Tasks 1 to 4 will be consolidated into a single, cohesive summary document. A draft outline will be developed for review by the Authority Project Manager. Then, an administrative draft version of the full document will be developed, using previous deliverables for much of the text, for review by the Authority Project Manager. Subsequent versions will then be prepared for review by the TAC and then by the PAC before the report is finalized. The report will consist of three elements: a stand-alone executive summary, main report, and technical appendices. A presentation will also be developed to communicate the final results and recommendation of the project to the TAC, PAC, Authority Board and other key stakeholders.

Key Subtasks

- 5.1 Develop draft outline for final report
- 5.2 Review draft outline with the Authority Project Manager (and TAC, if appropriate)
- 5.3 Develop administrative draft of final report for review by the Authority Project Manager
- 5.4 Respond to comments and prepare draft report for review by TAC
- 5.5 Prepare a presentation to communicate the final results and recommendation of the project to TAC, PAC, Authority Board and other stakeholders including local jurisdictions
- 5.6 Respond to comments and prepare pre-final report for review by PAC
- 5.7 Revise the presentation to communicate the final results and recommendation of the project to reflect comments from the TAC
- 5.8 Respond to PAC comments in final report

5.9 Revise the presentation to communicate the final results and recommendation of the project to reflect comments from the PAC

Deliverables

- Administrative draft, draft final, pre-final, and final reports.
- Presentation to communicate the final results and recommendation of the project to TAC, PAC, Authority Board and other stakeholders

SCHEDULE

Work on the study is expected to begin in mid-February 2015 and be completed within six months.

TRANSPAC Transportation Partnership and Cooperation
Clayton, Concord, Martinez, Pleasant Hill, Walnut Creek and Contra Costa County
2300 Contra Costa Boulevard, Suite 110
Pleasant Hill, CA 94523
(925) 969-0841

February 12, 2015

Martin Engelmann
Deputy Director, Planning
Contra Costa Transportation Authority
2999 Oak Road, Suite 100
Walnut Creek, CA 94597

Re: Preliminary Scope of Work for the I-680 High Capacity Transit Study

Dear Mr. Engelmann:

The TRANSPAC TAC discussed the Preliminary Scope of Work for the I-680 High Capacity Transit Study at its January 22, 2015 meeting. The TAC was concerned with the speed at which the Study had gone from concept to reality in terms of evaluating and reviewing a proposed scope, and had a number of concerns that it wanted forwarded to the CCTA and to the TRANSPAC Board when it was presented for consideration.

- Has the Authority reached out to the community, particularly since some jurisdictions in the corridor will not be as enthusiastic for high capacity transit as others, and many residents may or may not realize what future projections could be and may not understand that commutes could more than double in time.
- Will there be an attempt to relieve localized traffic?
- Will the CCTA consider presentations to the jurisdictions, especially for those that might be most verbal?
- Identify short-range and long-range options, particularly since long-range options could turn into an East County situation of resources.
- Include an educational component to advise the public of the modeling projections to identify the realistic possibilities for delays in the future.
- Consider that there are other options besides transit to alleviate future congestion and accommodate other options, such as bike/ped, or electric vehicles on trails during particular times.

Sincerely,

Barbara Neustadter
TRANSPAC Manager

CC: Mark Ross, TRANSPAC Chair

EXECUTIVE DIRECTOR'S REPORT
January 21, 2015

California Transportation Foundation (CTF) Board Meeting: December 16, 2014

I participated in the CTF Board Meeting in San Francisco. I gave the Board an update of the items that were discussed at the CTF/Caltrans liaison meeting. We also reviewed the nominations for new members of the Board. The next event will be the CTF Transportation Forum, to be held on February 4, 2015 from 10 am to 2:30 pm at the Sheraton Grand Hotel in Sacramento. Danice will be sending out a request for signups.

Peloton: December 17, 2014

Jack Hall and I met with Steve Boyd from Peloton to discuss a partnership in the AV test bed at the Concord Naval Weapons Station. As mentioned in a previous update, Peloton is a Menlo Park based startup company that is designing software and hardware which will allow two trucks to platoon together saving fuel. Jack took them on a tour of the test bed.

AAA: December 17, 2014

Ross Chittenden, Jack Hall and I met with Joe Weber and Bob Brown to discuss AAA's participation in the AV test bed at Concord Naval Weapons Station.

San Francisco International Airport: December 22, 2014

Ivan Ramirez, Martin Engelmann and I toured the control tower construction area. We were also given a tour of the remodeling of Terminal 2. The airport staff is administering the construction of the new control tower. This is the first time that the FAA has allowed another agency to administer the construction. They are using design build as the procurement tool.

ITS International Magazine: January 5, 2015

I was interviewed by Jon Masters for an article about the newly released US DOT Joint Program Office's strategic plan. The plan's two main focus areas are realizing Connected Vehicle Implementation and Advancing Automation. In addition, they will focus on future generations of transportation systems, capturing data from various sources, making sure there is effective connectivity among devices and systems and finally accelerating deployment. My point was that CCTA is moving along a similar path and should be well positioned to compete for future federal research and deployment support.

CCTA/Caltrans/DMV meeting: January 5, 2015

Staff from the three agencies met again to discuss the provisions contained within the Memorandums of Understanding that the agencies will sign to join the AV test bed. Both State agencies would like to be a partner in the AV test bed, but need to work out how to get the MOUs approved by their executive teams.

High Speed Rail (HSR) Ground Breaking: January 6, 2015

I attended the HSR ground breaking ceremony in Fresno. I was the Director of Caltrans when the Schwarzenegger administration requested \$4.7 billion dollars from the American Recovery and Reinvestment Act for the project. The allocation for California was \$2.25 billion. The ceremony was held across the railroad tracks from the Fresno Amtrak station.

State Farm Insurance: January 6, 2015

Ross Chittenden and Jack Hall held a teleconference with State Farm Insurance innovation and technology managers regarding possible participation in the AV testbed at the Concord Naval Weapons Station. State Farm is participating at other testbed sites and may be interested in joining our partnership as well.

Allstate Insurance: January 9, 2015

Ross Chittenden and Jack Hall held a teleconference with Allstate innovation and technology managers regarding possible participation in the AV testbed at the Concord Naval Weapons Station. Allstate is participating at other testbed sites and may be interested in joining our partnership as well.

Transportation Research Board (TRB) Annual Meeting: January 11-15, 2015

Ross Chittenden, Linsey Willis, and I attended the 94th annual meeting of the TRB in Washington, DC. The meeting program covers all transportation modes, with more than 5,000 presentations and nearly 750 sessions and workshops addressing topics of interest to attendees, which generally number over 10,000.



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Karen Mitchoff

Robert Taylor

Randell H. Iwasaki,
Executive Director

MEMORANDUM

To: Barbara Neustadter, TRANSPAC
Andy Dillard, SWAT
Jamar Stamps, TRANSPLAN, TVTC
John Nemeth, WCCTAC
Tony Coe, LPMC (Interim)
Randell H. Iwasaki

From: Randell H. Iwasaki, Executive Director

Date: January 22, 2015

Re: Item of interest for circulation to the Regional Transportation Planning
Committees (RTPCs)

At its January 21, 2015 meeting, Randy Iwasaki gave a presentation on the GoMentum Station, the Connected Vehicle and Autonomous Vehicle (CV/AV) Program and test facility in Concord. *(brochure attached)*

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

GoMentum Station – in Concord, CA – is where CCTA leads and facilitates a collaborative partnership with a consortium of partners to accelerate the next generation of transportation technologies: Connected Vehicles & Autonomous Vehicles (CV/AV).

Partners include:

- Automobile Manufacturers
- OEMs and Tier-1 Suppliers
- Communications Companies
- Technology Companies
- Insurance Companies
- Analytics
- Researchers, Academia & Public Agencies
- City of Concord
- Contra Costa Economic Partnership
- Other affiliated test beds

This 5,000-acre former navy weapons station is the largest test facility in the world and will be the center of cutting edge CV/AV activities where the convergence of technologies takes place to redefine the next generation of transportation over the next 25 years.



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YOU'RE INVITED:

REDEFINING MOBILITY

Contra Costa Transportation Authority (CCTA)
Connected Vehicle/Autonomous Vehicle (CV/AV)
Program

Wednesday, January 14, 2015, 6 – 8 p.m.

Marriott Marquis

Meeting Room: "University of DC" (M1)

901 Massachusetts Avenue, NW

Washington, DC 20001

Surface transportation, as we know it today, will soon change dramatically with the introduction of Connected Vehicles & Autonomous Vehicles (CV/AV). With 2,100 acres of testing area and 19.6 miles of paved roadways, the **GoMentum Station** (CCTA's test bed – at the Concord Naval Weapons Station in Concord, CA) – is the largest secure test site in the US. Join CCTA's Executive Director Randy Iwasaki for refreshments & hot's d'newres– and discover how this collaborative partnership and comprehensive research will support redefining multimodal transportation.

THE CV & AV PROGRAM

The Connected Vehicle (CV) Program is a major initiative of the United States Department of Transportation (USDOT) to improve safety, mobility and new energy efficient technology. By focusing on early investments and strategic partnerships, CCTA's **GoMentum Station** is well-positioned in redefining the transportation network infrastructure in the United States and the world. The program incorporates several elements: Vehicle to Vehicle (V2V), Vehicles to Infrastructure (V2I) and Vehicle to Device (V2X).

Autonomous Vehicles (AV) sense their surroundings through radar, lidar (image sensing), global positioning systems (GPS) and computer vision. Companies like Honda, Audi, Mercedes Benz, Bosch, Nissan, Toyota, Volvo and Google are among the trailblazers in the AV field – and, with working prototypes, there has been significant progress in the development of AV technologies.

In partnership with CCTA, several automobile manufacturers will test and develop their CV/AV technologies at the **GoMentum Station** to accelerate their testing, research, deployment, validation and commercialization.

OUR VISION

As a transportation leader, CCTA is working to create a stronger economic future for Contra Costa County by building partnerships that make transportation safer, more reliable and increasingly efficient. Rather than exclusively trying to "build our way" out of congestion, CCTA's vision centers around the use of emerging

technologies and public-private partnerships to meet transportation demands and reduce greenhouse gas emissions in Contra Costa County. Our strategy is centered on:

1. Creating jobs to increase the region's economic competitiveness
2. Partnering with our communities to improve safety, mobility and the environment
3. Creating a world-class CV/AV test bed with active industry and government participation

OUR PARTNERSHIPS

An effective and innovative partnership strategy is critical to the program's success. CCTA's partnership model seeks to be:

- Multi-modal: comprehensive/inclusive of all modes of surface transportation
- Inclusive of both private and public sector initiatives and investments to drive economic growth and innovation
- Focused on technological solutions by engaging with several auto manufacturers, technology companies and other top tier suppliers

By building America's largest and most comprehensive CV/AV test bed in Contra Costa County and affiliated multi-modal, real-world pilot deployment projects, the Contra Costa Transportation Authority will incubate a new generation of technology that has the potential to revolutionize transportation infrastructure.

TRANSPAC Transportation Partnership and Cooperation

Clayton, Concord, Martinez, Pleasant Hill, Walnut Creek and Contra Costa County
2300 Contra Costa Boulevard, Suite 110
Pleasant Hill, CA 94523
(925) 969-0841

December 15, 2014

Randell H. Iwasaki, Executive Director
Contra Costa Transportation Authority
2999 Oak Road, Suite 100
Walnut Creek, CA 94597

Re: Status Letter for TRANSPAC Meeting – December 11, 2014

Dear Mr. Iwasaki:

At its meeting on December 11, 2014, TRANSPAC took the following actions that may be of interest to the Transportation Authority:

1. Approved the “Proposal for Adoption” of the Central County Action Plan, as amended, to be forwarded to the CCTA Board.
2. Approved the proposed Monument Boulevard Neighborhood Shuttle funding swap, to be forwarded to the CCTA Board.
3. Approved the FY 2015/16 TRANSPAC / TRANSPLAN 511 Contra Costa Program Workplan with funds from the BAAQMD TFCA, CCTA Measure J Line 17, and MTC CMAQ (Employer Outreach).
4. Approved 511 Contra Costa Workplan and Budget for FY 2014/15 and 2015/16 Measure J 21a Safe Transportation for Children Funds.
5. Reappointed David Durant to the CCTA Board for the two-year term from February 1, 2015 through January 31, 2017.
6. Approved revised TRANSPAC Meeting Schedule for 2015.
7. Received update on the search for an Interim TRANSPAC Executive Director, and the status of the Joint Powers Authority (JPA).

Mr. Randall H. Iwasaki
December 15, 2014
Page 2

TRANSPAC hopes that this information is useful to you.

Sincerely,

A handwritten signature in blue ink that reads "Barbara Neustadter" with a stylized "als" written below it.

Barbara Neustadter
TRANSPAC Manager

cc: TRANSPAC Representatives; TRANSPAC TAC and staff
Candace Andersen, Chair – SWAT
Sal Evola, Chair – TRANSPLAN
Martin Engelmann, Hisham Noeimi, Brad Beck (CCTA)
John Nemeth – WCCTAC
Janet Abelson – WCCTAC
Jamar I. Stamps – TRANSPLAN
Andy Dillard – SWAT
Danice Rosenbohm, CCTA
June Catalano, Diana Vavrek, Diane Bentley – City of Pleasant Hill



SWAT

Danville • Lafayette • Moraga • Orinda • San Ramon & the County of Contra Costa

January 15, 2015

Randell H. Iwasaki, Executive Director
Contra Costa Transportation Authority
2999 Oak Road, Suite 100
Walnut Creek, CA 94597

RE: SWAT Meeting Summary Report for January 2015

Dear Mr. Iwasaki:

At the **January 5th, 2015** Southwest Area Transportation Committee (SWAT) meeting, the following items were discussed that may be of interest to the Authority:

Appointed the SWAT Chair and Vice Chair for 2015: The Committee took action to appoint the City of Lafayette representative, Don Tatzin, Chair, and the Town of Danville representative, Karen Stepper, Vice Chair of SWAT for 2015. 2015 SWAT meetings will continue to be held at Supervisor Andersen's Lamorinda office, 3338 Mt. Diablo Boulevard, Lafayette.

Appointed the Lamorinda SWAT Representative to the CCTA: The Committee took action to appoint the Lafayette SWAT representative, Don Tatzin, as the Lamorinda SWAT representative to the CCTA, and the Moraga SWAT representative, Michael Metcalf, as the alternate Lamorinda SWAT representative to the CCTA for a two-year term beginning February 1, 2015 through January 31, 2017.

Appointed SWAT Staff Interim Representatives to the CCTA's Technical Coordinating Committee (TCC): The Committee appointed the following staff members to the CCTA's Technical Advisory Committee for the remainder of the 2013-15 term:

	Primary Representative	Alternate Representative
Planning:	Lisa Bobadilla, San Ramon	Ellen Clark, San Ramon
Engineering:	Tony Coe, Lafayette	Charles Swanson, Lafayette
Transportation:	Andy Dillard, Danville	Tai Williams, Danville

Approved a Memorandum of Understanding Addendum with Town of Danville for SWAT Administrative Services through June 2015: The Committee took action to approve an MOU with the Town of Danville to continue providing SWAT Administrative Services through June 30, 2015.

Received update and discussed CCTA's proposal to conduct a I-680 High Capacity Transit Study: CCTA staff provided an update on a proposed study for the I-680 corridor. The Committee concurred with the need for such a study, and further, concurred with the CCTA Board's recommendation to move forward with a study that would build upon the 2003 *I-680 Investment Options and Analysis*.

The next SWAT meeting is scheduled for Monday, February 2nd, 2015, at Supervisor Andersen's Lamorinda Office, 3338 Mt. Diablo Boulevard, Lafayette. Please contact me at (925) 314-3384, or adillard@danville.ca.gov, if you should have any questions.

Sincerely,

A handwritten signature in blue ink that reads "Andy Dillard". The signature is fluid and cursive, with the first name "Andy" and last name "Dillard" clearly legible.

Andy Dillard
Town of Danville/SWAT Administrative Staff

Cc: SWAT; SWAT TAC; Jamar Stamps, TRANSPLAN; John Nemeth, WCCTAC; Anita Tucci-Smith, TRANSPAC; Danice Rosenbohm, CCTA; Martin Engelmann, CCTA