

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 FAX (925) 969-9135

TRANSPAC TAC MEETING NOTICE AND AGENDA THURSDAY, MARCH 26, 2015

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

**In the COMMUNITY ROOM at CITY OF Pleasant Hill CITY HALL
100 GREGORY LANE
PLEASANT HILL**

1. Review/Revise Accept/Minutes of the February 26, 2015 TAC Meeting

Attachment: TAC Minutes from February 26, 2015 meeting

- 2. Appointment of TRANSPAC TAC Representative(s) to Serve on the I-680 Transit Investment/Congestion Relief Options Study Oversight Committees.** CCTA is kicking off the I-680 Transit Investment/Congestion Relief Options Study. This six-month study will evaluate transit alternatives along the I-680 corridor. The study area covers I-680 from the Benicia Martinez Bridge to the north, to SR 84 to the south. CCTA seeks appointments of TRANSPAC elected officials and TAC members to serve on the committees that will guide the study. Two committees are proposed: 1) a Policy Advisory Committee (PAC) that will provide policy guidance for the study; and 2) a Technical Advisory Committee (TAC) that will provide technical guidance for the study. Each committee will include members of TRANSPAC, SWAT, and TVTC as appropriate. The TAC will also include representatives from the transit operators and Caltrans.

At its meeting on March 12, 2015, the TRANSPAC Board appointed David Durant to serve on the I-680 PAC, and pre-approved the TAC appointment of representative(s) and alternates to serve on the I-680 TAC. The TRANSPAC TAC can appoint two representatives and alternates to serve on the I-680 Transit Study TAC, preferably from the stakeholder cities.

ACTION: Appoint TRANSPAC TAC representative(s) to the proposed I-680 Transit Investment/Congestion Relief Options Study Oversight TAC, as appropriate.

3. **Technical Coordinating Committee Reappointments.** Given the need to appoint or reappoint members to the Technical Coordinating Committee (TCC) for the two-year term from April 1, 2015 through March 31, 2017, TRANSPAC at its meeting on March 12, 2015, as an urgency item, reappointed Eric Hu, Jeremy Lochiro, and Tim Tucker to that two-year term. Ray Kuzbari, the current alternate, expressed a desire not to continue to serve as an alternate. As a result, TRANSPAC pre-approved an alternate to be selected by the TAC at this meeting.

ACTION: Appoint Alternate to the Technical Coordinating Committee, as appropriate.

4. **City of Concord Measure C/J Reprogramming Request:** Recently, the City Council of the City of Concord directed staff to table the Commerce Avenue Extension project indefinitely and seek authorization from TRANSPAC and CCTA to reprogram Measure C/J funds to priority projects within the City. Specifically, the City Council would like to see the remaining Measure C (I-680 Corridor) funds in Project 1214 (Commerce Avenue Extension) reprogrammed to other priority projects that are eligible for this funding. Additionally, the City would like the remaining Measure J (Major Streets) funds in Project 24008 (Waterworld Parkway Bridge) and Project 24030 (Commerce Avenue Extension) reprogrammed to other priority projects in the City.

The City has reviewed its project needs and is considering the attached list of projects to improve traffic operations along the I-680 corridor through the Concord area (Measure C I-680 project), and to increase multi-modal safety and capacity on major corridors within the City (Measure J projects). The remaining balances shown in the attached proposal for Measure C I-680 and Measure J funds are approximate based on current estimates obtained from Project 1214/24030 and Project 24008.

The Complete Streets projects proposed for Measure J funding include pavement improvements, Class II bike lanes, buffer zones, vehicle parking, narrowed vehicle lanes, sidewalks, ADA improvements, and improved safety for walking/bicycling. Additional project information is included in the attached proposal.

The City of Concord is requesting consideration for amending the Measure C and Measure J Strategic Plans to include new projects in Concord, as proposed, and transfer funds to said projects accordingly.

ACTION: The TRANSPAC TAC is requested to review and forward to the TRANSPAC Board a recommendation for approval of the City of Concord Measure C/J reprogramming request.

Attachment: Proposed Projects for Measure C/J Funding – City of Concord

5. **BART Bicycle Facilities.** BART's Manager of Access Programs, Steve Beroldo, will present plans for three new bicycle facilities at Walnut Creek, Pleasant Hill, and Concord BART stations, and discuss BART's planning efforts to improve and expand bicycle parking throughout the BART district. Handouts will be available at the meeting.

ACTION: Accept Report.

6. **Proposal for Program 20a Disbursement/Grant Program.** There have been numerous discussions regarding the development of a policy for handling TRANSPAC's 20a funding (minutes from various meetings are attached). A review of that direction has resulted in a set of principles for the TAC to consider in the development of a 20a program, as well as priorities and an application process.

ACTION: Request the TAC, or a short-term subcommittee be formed, to further develop and refine the program and form a recommendation to the TRANSPAC Board.

Attachments: Memo from John Cunningham, Contra Costa County Department of Conservation & Development; Pilot Call for Projects TRANSPAC Measure J Line 20a Funds; Measure J 20a Fund History; Excerpts from Measure J Strategic Plan; Measure J 20a Forecast Revenue-Cost Estimates; Excerpts from Measure J Expenditure Plan; and TRANSPAC and TAC Minutes Excerpts (2013/2014)

7. Adjournment

The next TAC meeting is scheduled for April 23, 2015 at 9:00 A.M. in the City of Pleasant Hill Community Room unless otherwise determined.

TRANSPAC Technical Advisory Commission (TAC) Meeting Summary Minutes

MEETING DATE: February 26, 2015

MEMBERS PRESENT: John Cunningham, Contra Costa County; Ray Kuzbari, Concord; Eric Hu, Pleasant Hill; Jeremy Lochirco, Walnut Creek; Lynn Overcashier, 511 Contra Costa

GUESTS/PRESENTERS: None

MINUTES PREPARED BY: Anita Tucci-Smith

The meeting was convened at 9:00 A.M.

1. Review/Revise/Accept Minutes of the January 22, 2015 TAC Meeting

The minutes were accepted, as submitted.

- 2. Safe Routes to School Technical Assistance.** The Contra Costa Transportation Authority (CCTA) is asking each RTPC to prioritize a list of school-related projects to be funded from funding currently available from CCTA. Central County's allocation amount is \$31,200, however the list does not need to be financially constrained as CCTA is hopeful that additional funds may become available in upcoming funding cycles.

Lynn Overcashier noted that four jurisdictions had submitted requests for SR2S technical assistance, with a request from the City of Concord for Silverwood Elementary; Contra Costa County for Park Mead Elementary and Dorris-Eaton School; the City of Pleasant Hill for Valley View Middle School and College Park High School; the City of Walnut Creek for Walnut Creek Intermediate, Walnut Heights, and Las Lomas High School; and 511 Contra Costa Street Smarts for Clayton Valley Elementary School. She explained, when asked, that there was no total of everything that had been requested for funding at this time in that there were only estimated costs or amounts yet to be determined.

Jeremy Lochirco noted the desire that each jurisdiction get a piece of the pie, and if there was additional funding that could be considered beyond the \$31,200 allocation, there could potentially be \$8,000 per jurisdiction at this point.

Ray Kuzbari had no problem with an equal distribution of the available funding.

John Cunningham commented that the County Public Works Department had yet no product that would inform the discussion. While he could use technical assistance dollars to get construction documents, he acknowledged that information was limited at this point. He was definitely interested in being considered for some of the allocation.

Ms. Overcashier suggested dividing the funds equally and for some jurisdictions that were ready to proceed the CCTA might have some additional funds given that there might be some RTPCs with no projects. She would rather go with CCTA money, if possible, but could use Line 21a funds to backfill, if necessary.

Eric Hu concurred with an equal distribution of the available funds and commented that the cost of his projects was unknown in that they had not been firmed up at this point.

Mr. Lochirco added that if they needed to add extra to a consultant contract to make it whole there would be no problem doing that. He noted that the scope of any one of the items was not excessive and suggested that all jurisdictions could benefit from the resource.

Mr. Kuzbari concurred, suggested the TAC could tailor the distribution the way it wanted, and could ask for just enough to be within the budget. He explained that he could get by with \$3,500 for one of his projects.

Ms. Overcashier stated that the walking audit could be taken off the table for Clayton Valley Elementary School, which could be done with other resources. She suggested that if the actual estimates came in higher than the identified allocation the CCTA might be able to find additional funds if funds became available, and at that point once the consultant had made an assessment the actual total could be identified. She recommended that each jurisdiction identify its total need but that each jurisdiction receive an equal share of the current allocation and when more funds were identified they could be used. It was also noted that Fehr & Peers, one of the on-call firms, would be proceeding with the requests quickly.

Under current funding, Mr. Lochirco suggested that each jurisdiction be allocated \$7,800 of the total identified \$31,200, with the elimination of the 511 Contra Costa item from the list. The TAC concurred, and agreed that should additional funds become available they could be used as well.

Mr. Cunningham reported that he would have a more refined estimate for his requests in the next week or so.

Ms. Overcashier noted that the last TRANSPLAN Committee meeting in East County had been cancelled and any TAC recommended SR2S technical assistance projects would not be able to receive TRANSPLAN approval before the CCTA deadline. She recommended that approval from the TRANSPAC Board be sought at its next meeting on March 12.

TAC members thanked Ms. Overcashier for all her work on the SR2S technical assistance process.

On another item, Mr. Lochirco asked if the TAC had discussed Line 20a funds for senior paratransit and if there was any framework or objective to establish a set of rules, regulations, and parameters.

Ms. Overcashier stated that need had been discussed. She suggested it would be valuable for the TAC to continue that discussion, especially for the non-profits. As to when the non-profits might seek funding approval, she suggested they were on a calendar year basis but agreed that funding might be sought prior to that time.

Mr. Cunningham reported that he had a request from another non-profit who would be coming in for Line 20a funds and the TAC would need to establish an ongoing framework. He suggested putting something together and wanted to agendize that discussion for the next TAC meeting scheduled for March 26.

On a comment related to Senior Helpline Services, the funding it would likely seek, whether County Connection would contribute to that non-profit, and how it should be handled, Ms. Overcashier noted there needed to be a discussion for those who provided shuttle services or those who supported seniors with respect to public operating dollars as opposed to private agencies.

When asked, Mr. Cunningham stated that he would craft a proposal for discussion at the next TAC meeting.

3. Adjournment

The meeting was adjourned at 9:28 A.M. The next meeting of the TAC is scheduled for March 26, 2015 at 9:00 A.M. in the City of Pleasant Hill Community Room unless otherwise determined.

PROPOSED PROJECTS FOR MEASURE C/J FUNDING - CITY OF CONCORD

Proposed Project	Regional Measure C I-680 ¹	Regional Measure J ²	Local Measure J, OSIP	TOTAL
Operational Improvements on Parallel Arterials	\$2,893,103		\$325,000	\$3,218,103
Farm Bureau Road Complete Streets - Phase 2 (Wren Ave to Walnut Ave)		\$3,800,000	\$400,000	\$4,200,000
Salvio Street Complete Streets (Parkside Dr to Port Chicago Hwy) -- <i>Sidewalk Improvements</i> --		\$227,000	\$25,000	\$252,000
TOTAL	\$2,893,103	\$4,027,000	\$750,000	\$7,670,103

¹ To be reprogrammed from Commerce Avenue Extension

² To be reprogrammed from Commerce Avenue Extension and Waterworld Parkway Bridge

PROPOSED PROJECTS FOR MEASURE C/J FUNDING – CITY OF CONCORD

1. Operational Improvements on Parallel Arterials

This project is proposed to be fully funded using the remaining balance of Measure C I-680 funds from Project 1214, and local funds. The project is to improve traffic flow on the I-680 corridor by improving the efficiency of traffic operations on the parallel streets in Concord from Monument Boulevard to Concord Avenue, by retiming traffic signals on an area-wide basis within this corridor, and improving traffic monitoring and data transmission volume/speed by installing CCTV cameras at intersections and high-bandwidth fiber-optic interconnect cable mostly through existing underground conduit. The streets that would be affected by this project are highlighted in yellow on the attached map. They include 45 traffic signals that would be retimed and upgraded with fiber-optic interconnect cable. CCTV cameras would be installed at key intersections as well. Two of these signals are located at ramp intersections with I-680 on Willow Pass Road. The City of Concord will extend the opportunity to Caltrans/Pleasant Hill to include three more intersections on Monument Boulevard from Buskirk Avenue to Contra Costa Boulevard, and two intersections on Contra Costa Boulevard at Concord Avenue and at Sunvalley Boulevard.

The project will not involve right-of-way acquisition or significant environmental impacts. Utility relocations are not anticipated either. Project schedule and costs are roughly estimated as follows, but will vary from these estimates depending on unforeseen circumstances:

- Environmental (January 2016 – April 2016): \$20,000
- ITS Design, including CCTV camera/fiber Interconnect/controllers/modems/other related signal improvements (May 2016 – March 2017): \$500,000
- Construction/CM/signal equipment (September 2017 – February 2018): \$2,500,000
- Traffic Signal Retiming, AM/PM peak hours (September 2017 – May 2018): \$200,000

The City is proposing to fund this project with the remaining \$2,893,103 in Measure C I-680 Corridor funds from the Commerce Avenue Extension project, plus approximately \$325,000 in local funds. This project should directly benefit traffic flow along the I-680/SR 242 corridor by improving traffic operations on parallel arterials and at interchanges, and facilitating freeway incident management through the Concord area.

The City is in the process of upgrading its Naztec Streetwise signal management system with the state-of-the-art Trafficware (new company name) ATMS.now 2.0 system. This upgrade will serve to maximize the potentials of the above proposed project.



The following projects represent Complete Streets improvements, including Class II bike lanes, and are consistent with the Concord 2030 General Plan policies and the ongoing citywide “Bicycle, Pedestrian, and Safe Routes to Transit Plan” study.

2. Farm Bureau Road Complete Streets – Phase 2 (2,400 LF)

This project is proposed to be fully funded using a portion of the remaining balance of Measure J funds from Projects 24008 and 24030, and local funds. The project limits are from Wren Avenue to Walnut Avenue. This project will implement Phase 2 of the City’s plan to improve Farm Bureau Road to Complete Streets standards to encourage alternative modes of transportation to the automobile, by making it safer and more convenient for school children and adults to walk and ride bicycles on this road. This project will include street widening and reconstruction to add Class II bike lanes, Class III bike route with sharrows where appropriate, parking, sidewalk, ADA improvements, street lighting, and bio-retention areas. Street widening will occur within reserved public right-of-way with possible few exceptions where additional pockets of right-of-way may be needed. PG&E will cover the costs of relocating joint poles.

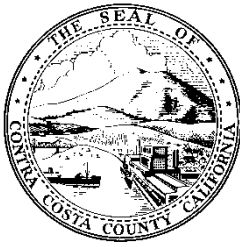
The Phase 1 Complete Streets project on Farm Bureau Road is scheduled for construction in summer 2015 and will cover the roadway segment from Willow Pass Road to Wren Avenue. The last phase of the project (Phase 3) will occur from Walnut Avenue to Clayton Road and will be implemented in the future as funding becomes available.

A conceptual plan line has been developed by the City for Phase 2 and Phase 3 of this project.


3. Salvio Street Complete Streets --Sidewalk Improvements-- (1,350 LF)

This project (sidewalk improvements) is proposed to be fully funded using a portion of the remaining balance of Measure J funds from Projects 24008 and 24030, and local funds. The project limits are from Parkside Drive to Port Chicago Highway, near Olympic High School. The proposed funding will cover the cost to install a new concrete sidewalk on the north side of this street where no sidewalk currently exists. This project will complete the funding of an ongoing Complete Streets project on this roadway segment which is fully funded except for the proposed sidewalk as noted above. The sidewalk improvement will be designed and constructed as part of the larger Complete Streets project. This project will involve no street widening and will be constructed within existing public right-of-way, including the sidewalk.

When completed, this project will improve Salvio Street for student safety in front of Olympic High School and will improve safety conditions for the adjacent residential community and traveling public. The project includes pavement improvements and Complete Streets design within existing public right-of-way to accommodate Class II bike lanes, buffer zones, vehicle parking, narrowed vehicle lanes, sidewalk, ADA improvements, and improved safety for walking/bicycling students and improved transit access.



CONTRA COSTA COUNTY
Department of Conservation & Development
30 Muir Road
Martinez, CA 94553-4601
Telephone: 674-7209 Fax: 674-7250

TO: Members, TRANSPAC TAC
FROM: John Cunningham, Principal Planner 
DATE: March 19, 2015
SUBJECT: Proposal for Program 20a Disbursement/Grant Program

Background

The Measure J Expenditure Plan (11/7/11 rev.) includes a program, *15: Transportation for Seniors & People With Disabilities*, which self-describes the activities the program funds. There is an additional program in Measure J, *20a: Additional Transportation for Seniors and People With Disabilities* which provides the TRANSPAC area an additional 0.5% for these types of services. Relevant excerpts from the Expenditure Plan are attached.

Since 2011 TRANSPAC has been making the 20a funds available to a number of different programs and agencies. See attached *Measure J 20a Fund History* for details. Along with these individual grants, there has been discussion regarding developing and adopting policies, priorities, and procedures for a consistent 20a grant making program. This memo is designed to start that discussion and ultimately end with recommendation to the TRANSPAC Board from the TAC.

Update

As mentioned above, there have been numerous discussions regarding the development of a policy for handling TRANSPACs 20a funding (minutes from various meetings are attached). A review of that direction has resulted in the principles listed below for the TAC to consider in the development of a 20a program, as well as priorities and an application process (not listed in any priority order). The attached draft materials (grant application, budget, report) have components that reflect and expand on some of these principles:

- Process and standards for evaluating existing grant recipients: Cost per trip, cost per trip relative to CCCTA/Link paratransit.
- Consideration for prioritizing existing programs at existing funding levels: Contingent on positive reviews/reports.

- Consideration for expanding funding for existing programs: Again, contingent on positive reviews/reports. A demonstrated need for expansion should be provided. Expansions that do not degrade cost per trip could be prioritized.
- Evaluate *potential* grantees and/or any programs the TAC is aware of that need funding.
- The TAC and ultimately the Board should consider whether or not travel training and/or transportation information and referral service should be eligible activities under the 20a program.
- An approach to mitigate any revenue volatility should be considered.
- Consider any need/request for TRANSPAC to provide temporary, pro-rata funding to temporarily assist in incubating a Countywide Mobility Management Program.

Draft TRANSPAC Measure J 20a Budget: The attached table, “*Measure J - 20a Forecast: Revenue/Cost Estimates*” defines our existing 20a fund balance, an assumed annual draw, and an assumed holdback.

I would appreciate it if the TAC would review both the assumptions in the table (explanation/details are included in footnotes of the spreadsheet) and the formulas. The spreadsheet is available online, I’ll provide a link on request.

In summary, the draft budget has a limited amount of additional 20a funding available in the short term. This is largely due to the conservative cost estimate and the assumed revenue retainer mentioned above and explained in the footnotes of the spreadsheet.

The TAC should discuss existing 20a programs and future programs to be considered in future 20a budgets.

Recommendation

The TAC or a short term subcommittee should be formed to further develop and refine the program and attached documents and to form a recommendation to the TRANSPAC Board. Consultation with service providers, CCTA, CCCTA, and mobility management should be considered.

Attachments:

- Draft 20a Application and Program Report
- Measure J 20a Fund History
- Measure J - 20a Forecast Revenue-Cost Estimates
- Miscellaneous TRANSPAC Minutes
- Excerpts from Measure J Expenditure Plan
- Excerpts from Measure J Strategic Plan

Pilot Call for Projects

TRANSPAC Measure J Line 20a Funds

Additional Transportation Services for Seniors and People with Disabilities

1. **TRANSPAC, the Regional Transportation Planning Committee for Central Contra Costa** is issuing a pilot Call for Projects for Line 20a funds "Additional Transportation Services for Seniors & People with Disabilities" funded through the Measure J Transportation Sales Tax Expenditure Plan approved by Contra Costa voters in 2004. This Call for Projects is intended to address current needs while TRANSPAC develops a formal policy to govern the allocation of these Measure J funds for future years. This policy is anticipated to be adopted by TRANSPAC within 12 months.
2. **Funds will generally be used** in support of transportation services and related capital expenditures for seniors and people with disabilities provided by TRANSPAC jurisdictions, public and private non-profit agencies operating in the TRANSPAC area (map attached). Funds must be spent in a manner consistent with Measure J *Program 15 Transportation for Seniors & People With Disabilities*.
3. **According to Measure J**, in years when revenues have declined from the previous year, funds may be used for supplemental, existing, additional or modified service for seniors and people with disabilities; in years where funding allows for growth in service levels, these funds would be used for service enhancements for seniors and people with disabilities and if funding levels are restored to 2008 levels, these funds shall be used to enhance services for seniors and people with disabilities. TRANSPAC will determine if the use of funds proposed by operators meets these guidelines for the allocation of these funds.
4. **Eligible Applicants:** TRANSPAC jurisdictions, public non-profit and private non-profit transportation service agencies, duly designated by the State of California and operating in TRANSPAC area in Central Contra Costa may submit application(s) for operating funds for transportation services and/or capital funding projects necessary to continue and/or support existing services for twelve (12) months. Transportation services and projects must directly benefit seniors and disabled residents of Central Contra Costa (Clayton, Concord, Martinez, Pleasant Hill, Walnut Creek, and Unincorporated Central Contra Costa County). Please see attached map.
5. **Funding Available:** The total funding available in this Call for Projects is \$###,###. No matching funds are required.
6. **Evaluation Criteria:**

7. **Applications:** Applicants are required to complete the attached application form and may attach additional information in support of the application. The TRANSPAC TAC and Contra Costa Transportation Authority (CCTA) staff will evaluate applications and make recommendations to TRANSPAC for review. TRANSPAC will make funding recommendations to CCTA and request allocation action(s).
 - a. Applications should be emailed, mailed or hand delivered to: **Marilyn Carter, TRANSPAC, 2300 Contra Costa Boulevard, Ste. 360, Pleasant Hill, CA 94523.** Applications **must** be received by #:## pm on ##/##/####.
 - b. An electronic copy of the application is available by email. Please contact Marilyn Carter at mcarter@511contracosta.org for the electronic version. Submit two electronic copies of the application: one in Word format and one in a PDF format to: mcmter@511contracosta.org.
 - c. Faxed applications and late applications will not be accepted.

8. **Contra Costa Transportation Authority Allocation Process**

Execution of a Cooperative Funding Agreement: Successful applicants will be required to execute a Cooperative Funding Agreement with the CCTA and comply with all of its requirements, including, but not limited to, audits, compliance with the Measure J Expenditure Plan as it pertains to the project, insurance, indemnification, and reporting. A sample Cooperative Agreement is attached to this application.

9. **Expenditure of Funds:**

- a. Pursuant to CCTA policies and procedures established in the Cooperative Funding Agreement referenced above, project sponsors will be reimbursed for eligible, documented expenses pursuant to the approved program/project budget and scope, schedule and/or project description.
- b. Approved funds may be expended as of the first day of the first month after the Cooperative Agreement is executed and must cease exactly one year later.
- c. Reimbursement for expended funds may be sought at any time during the two years after the Cooperative Agreement is executed but not more frequently than once a month.

9. **Reports to TRANSPAC and the Contra Costa Transportation Authority:** First year, and second year grantees will be required to report on a quarterly basis to TRANSPAC and/or the Contra Costa Transportation Authority on the transportation services and related capital projects funded through this Call for Projects. If grantees are awarded subsequent funding, the reporting requirements is [annually?biannually?].

TRANSPAC

Transportation Partnership and Cooperation
2300 Contra Costa Blvd., Suite 360
Pleasant Hill, CA 94523
(925)969-0841

APPLICATION

Call for Projects
TRANSPAC Measure J Line 20a Funds
Additional Transportation Services for
Seniors and People with Disabilities

APPLICATION INFORMATION		
Name of Agency		
Primary Contact Name		
Street Address		
City, State, Zip		
Fax	Phone	Email Address
SIGNATURE		
I certify that the information contained in this application is true and complete to the best of my knowledge.		
Signature of Responsible Party ¹		Date
Is this a request for continuing or expanding existing service funded by 20a? If so please provide the latest report.		
Service area boundaries		
Days and hours of operation		

¹ First year nongovernmental grantees must have their Board of Directors authorize or approve the grant. Authority for subsequent grant applications and reporting may be delegated to the agency executive officer.

Estimated Number of trips provided daily and/or monthly	
Number of persons served in Central Contra Costa (Clayton, Concord, Martinez, Pleasant Hill, Walnut Creek, and Unincorporated Central Contra Costa County)	
DESCRIPTION OF TRANSPORTATION SERVICES FOR WHICH FUNDING IS SOUGHT	
Operations: Description of transportation services for which funding is sought:	
Name and type of service	
Purpose/goal	
Description of service(s) to be provided	
Estimated Number of persons to be served	
Estimated number of monthly trips	
Description of types of destinations	
Schedule including expected initiation of service and expected duration of services to be provided	

Proposed budget: TRANSPAC Measure J funds request and any other funds expected or planned to be used in conjunction with Line 20a Funds	
Describe the benefit of the proposed services to the public and or the public transportation system	
Capital Projects: Description of related capital project(s) for which funding is sought:	
Name of Project	
Purpose /Goal of Project	
Project Description: purpose, type, location	
Project Budget: Amount requested and any other funds expected or planned to be used to fully fund the project	
Project Schedule: Project implementation including milestones, equipment and other types of acquisitions	
Describe the benefits of the proposed project to the general public and/or the public transportation system	
MAP OF SERVICE AREA	
<u>Describe AND attach</u> a map of your service area. Services must be provided in Central Contra Costa (Clayton, Concord,	

Martinez, Pleasant Hill, Walnut Creek, Unincorporated Central Contra Costa County)	
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TRANSPAC 20A Grant Report ²	
Name of Agency	
Primary Contact Name	
Street Address	
City, State, Zip	
Phone	Email:
Date of Grant:	Amount of Grant:
SIGNATURE	
I certify that the information contained in this report is true and complete to the best of my knowledge.	
Signature of Responsible Party	Date
Reporting Data and Backup [TAC to Discuss]	
<ol style="list-style-type: none"> 1. Summary of activities/services/impact made possible by grant funds: 2. Cost Per Trip: 3. Estimated Cost Savings per Trip Relative to LINK: 4. Trip Characteristics: <ol style="list-style-type: none"> a. Above and beyond ADA requirements? b. Are trips eligible for ADA paratransit? Provide c. # of shared trips d. Common Destinations e. Day/Time trip breakdown: Mon-Friday? AM? PM? Weekends? f. Trip Geography: Do trips cross transit service areas? RTPC boundaries? 5. Program Characteristics: <ol style="list-style-type: none"> a. Current capacity b. Waitlist status and/or other program needs, barriers, etc. c. Fleet description d. Driver training description 6. First and Second Year Grantees, please attach drivers log or other substantiation of trips/routes. Subsequent year grantees must retain records for # years. 7. Please attach documentation of capital purchases. 	

² To be filed as follows: First and Second Year Grantees must file quarterly. Subsequent year grantees to file reports [annually?biannually?]

Measure J 20a Fund History

	A	B	C	D	E	F	G	H	I	J	K	L
1	Year	Summary			AVAILABLE	Cumulative						
2	2008/2009	FY 2008-09 available	actual	\$ 70,430	\$ 70,430	\$ 70,430						
3	2009/2010	FY 2009-10 available	actual	\$ 307,636	\$ 307,636	\$ 378,066						
4	2010/2011	FY 2010-11 available	actual	\$ 325,301	\$ 325,301	\$ 703,367						
5	2010/2011	Allocation Reso 11-02-G		\$ (65,144)	\$ (65,144)	\$ 638,223						
6	2011/2012	FY 2011-12 available	actual	\$ 343,641	\$ 343,641	\$ 981,864						
7	2012/2013	FY 2012-13 available	actual	\$ 373,989	\$ 373,989	\$ 1,355,853						
8	2012/2013	Allocation Reso 12-57-G		\$ (356,943)	\$ (356,943)	\$ 998,910						
9	2013/2014	FY 2013-14 available	actual	\$ 379,493	\$ 379,493	\$ 1,378,403						
10	2013/2014	Allocation Reso 13-34-G		\$ (160,138)	\$ (160,138)	\$ 1,218,265						
11	2013/2014	Allocation Reso 13-39-G		\$ (249,943)	\$ (249,943)	\$ 968,322						
12	2014/2015	FY 2014-15 available	est	\$ 390,964	\$ 351,867	\$ 1,320,189						
13	2014/2015	Allocation Reso 14-37-G		\$ (249,943)	\$ (249,943)	\$ 1,070,246						
14	2014/2015	City of WC Sr. Mini Bus		\$ (43,000)	\$ (43,000)	\$ 1,027,246						
15												
16												
17		CCTA ALLOCATION RESOLUTION										
18			11-02-G	12-57-G	13-34-G	13-39-G	14-37-G	2015	TOTAL			
19	City of Concord				\$ 160,138				\$ 160,138	Monument Corridor Shuttle		
20	City of Pleasant Hill	\$ 56,000							\$ 56,000	Vehicle Purchase		
21	City of Walnut Creek	\$ 9,144	\$ 39,000						\$ 48,144	Senior Bus Operation		
22	City of Martinez		\$ 68,000						\$ 68,000	Vehicle Purchase - Not implemented		
23	Senior Helpline Services		\$ 94,500			\$ 94,500	\$ 94,500		\$ 283,500	Volunteer Driver Program		
24	Golden Rain Foundation (Rossmoor)		\$ 62,883			\$ 62,883	\$ 62,883		\$ 188,649	Bus Operations		
25	John Muir Medical Foundation (Caring Hands)		\$ 50,000			\$ 50,000	\$ 50,000		\$ 150,000	Volunteer Driver Program		
26	Rehabilitation Services of Northern California		\$ 42,560			\$ 42,560	\$ 42,560		\$ 127,680	Bus operations		
27	*City of Walnut Creek							\$ 43,000	\$ 43,000	Senior Mini Bus Program		
28												
29			\$ 65,144	\$ 356,943	\$ -	\$ 249,943	\$ 249,943	\$ 43,000		Total Per Reso		

Measure J Strategic Plan



CONTRA COSTA
transportation
authority

**Table 3- Measure J Sales Tax Forecast
(Nominal Dollars)**

Fiscal Year July 1 - June 30	Nominal Growth Rate	Measure J Revenues (\$ x 1000)	
2009		\$	14,086
2010		\$	61,527
2011	5.74%	\$	65,060
2012	5.64%	\$	68,728
2013	8.83%	\$	74,798
2014	0.78%	\$	75,383
2015	6.08%	\$	79,964
2016	7.61%	\$	86,051
2017	3.82%	\$	89,335
2018	3.82%	\$	92,746
2019	3.82%	\$	96,287
2020	3.82%	\$	99,963
2021	3.70%	\$	103,666
2022	3.59%	\$	107,391
2023	3.59%	\$	111,249
2024	3.59%	\$	115,246
2025	3.59%	\$	119,387
2026	3.62%	\$	123,709
2027	3.64%	\$	128,217
2028	3.65%	\$	132,892
2029	3.64%	\$	137,736
2030	3.65%	\$	142,757
2031	3.68%	\$	148,005
2032	3.71%	\$	153,492
2033	3.71%	\$	159,183
2034		\$	123,813
MEASURE J TOTAL		\$	2,710,667

Measure J - 20a Forecast: Revenue/Cost Estimates

	A	B	C	D	E	F	G	H
1	FY	Nominal Growth Rate [1]	Measure J Revenues [1] (\$ x 1000)	20a revenues [1] [2] [6]	20a Balance Cumulative Revenue	Annual Disbursements [3] [4]	Fund Balance	Available Funds [5]
2	2009		\$14,086	\$70,430				
8	2015	6.08%	\$79,964	\$399,820	\$ 1,027,246	\$ 360,000	\$ 667,246	\$ (52,754)
9	2016	7.61%	\$86,051	\$430,255	\$ 1,457,501	\$ 381,600	\$ 715,901	\$ (47,299)
10	2017	3.82%	\$89,335	\$446,675	\$ 1,904,176	\$ 394,344	\$ 768,232	\$ (20,456)
11	2018	3.82%	\$92,746	\$463,730	\$ 2,367,906	\$ 407,321	\$ 824,641	\$ 9,998
12	2019	3.82%	\$96,287	\$481,435	\$ 2,849,341	\$ 421,098	\$ 884,978	\$ 42,781
13	2020	3.82%	\$99,963	\$499,815	\$ 3,349,156	\$ 435,798	\$ 948,995	\$ 77,400
14	2021	3.70%	\$103,666	\$518,330	\$ 3,867,486	\$ 451,518	\$ 1,015,807	\$ 112,772
15	2022	3.59%	\$107,391	\$536,955	\$ 4,404,441	\$ 468,364	\$ 1,084,398	\$ 147,670
16	2023	3.59%	\$111,249	\$556,245	\$ 4,960,686	\$ 486,458	\$ 1,154,185	\$ 181,268
17	2024	3.59%	\$115,246	\$576,230	\$ 5,536,916	\$ 505,938	\$ 1,224,477	\$ 212,602
18	2025	3.59%	\$119,387	\$596,935	\$ 6,133,851	\$ 526,959	\$ 1,294,453	\$ 240,534
19	2026	3.62%	\$123,709	\$618,545	\$ 6,752,396	\$ 549,705	\$ 1,363,293	\$ 263,882
20	2027	3.64%	\$128,217	\$641,085	\$ 7,393,481	\$ 574,385	\$ 1,429,992	\$ 281,222
21	2028	3.65%	\$132,892	\$664,460	\$ 8,057,941	\$ 601,242	\$ 1,493,211	\$ 290,727
22	2029	3.64%	\$137,736	\$688,680	\$ 8,746,621	\$ 630,559	\$ 1,551,332	\$ 290,214
23	2030	3.65%	\$142,757	\$713,785	\$ 9,460,406	\$ 662,668	\$ 1,602,449	\$ 277,112
24	2031	3.68%	\$148,005	\$740,025	\$ 10,200,431	\$ 697,961	\$ 1,644,513	\$ 248,591
25	2032	3.71%	\$153,492	\$767,460	\$ 10,967,891	\$ 736,899	\$ 1,675,074	\$ 201,276
26	2033	3.71%	\$159,183	\$795,915	\$ 11,763,806	\$ 780,032	\$ 1,690,957	\$ 130,892
28								
29								
30	[1] Figures are from CCTA 2013 Measure J Strategic Plan:							
31	http://www.ccta.net/about/download/530b8df68684b.pdf							
32	[2] Figures from CCTA Measure J Expenditure Plan (rev. 11/7/11) 20a/Additional Transportation Services for Seniors and People & Disabilities) Revenue: .5%:							
33	http://www.ccta.net/about/download/5297b121d5964.pdf							
34	[3] Annual grant assumption is the highest year allocation of 20a funds since inception (2012/\$356,493).							
35	[4] The figure is adjusted for inflation by adding 3% annually to the <i>original</i> figure.							
36	[5] Annual fund balance assumes TRANSPAC adopts a policy to retain 2 years of annual funding for existing programs to smooth any revenue volatility							
37	[6] Only 90% of available funds are made available up front. The remaining funds, up to 10%, is available when actual revenues are known.							
38	Notes:							
39	• Figures in grey italics are forecasts consistent with the source documents.							
40	• TRANSPAC TAC: please review the calculation in the Annual Disbursement column and in note [4] and confirm or correct the inflation calculation.							

Measure J

CONTRA COSTA'S TRANSPORTATION SALES TAX EXPENDITURE PLAN



Adopted November 2, 2004, as amended
through November 7, 2011

PREFACE

On November 2, 2004, Contra Costa voters approved Measure J, which extended the half-percent local transportation sales tax first established by Measure C in 1988 for another 25 years. As with Measure C, the new measure included an expenditure plan that outlined how the expected revenues from the sales tax would be spent.

The following update of the Measure J Expenditure Plan incorporates changes made to it since its adoption in 2004. These changes were made through the adoption of three ordinances:

- **Ordinance 06-04**, adopted November 15, 2006, which revised and clarified the requirement in the Growth Management Program for compliance with a voter-approved Urban Limit Line. This ordinance modified paragraph 5, “Adopt an Urban Limit Line (ULL)”, of the components of the Growth Management Program (see page 27) and Attachment A, “Principles of Agreement for Establishing the Urban Limit Line” (see pages 29 and 30)
- **Ordinance 09-01**, adopted June 17, 2009, which revised and clarified how Regional Transportation Planning Committees may develop guidelines and allocate funds for Additional Bus Service Enhancements and Additional Transportation Services for Seniors and People with Disabilities programs. This ordinance modified the description of Subregional Projects and Programs (see page 19) as well as the descriptions of Project 19a, “Additional Bus Service Enhancements”, and Project 20a, “Additional Transportation Services for Seniors and People with Disabilities”, for Central

County (TRANSPAC) (see pages 19–20) and Project 19b, “Additional Bus Service Enhancements”, and Project 20b, “Additional Transportation Services for Seniors and People with Disabilities”, for West County (WCCTAC) (see page 21)

- **Ordinance 09-03**, adopted July 15, 2009, which expanded the limits of the State Route 4 East widening project by shifting the western terminus of the project from Somersville Road to Loveridge Road (see page 11)
- **Ordinance 11-01**, adopted September 19, 2011, which modified the changes made by Ordinance 09-01 to Project 19b, “Additional Bus Service Enhancements”, and Project 20b, “Additional Transportation Services for Seniors and People with Disabilities”, for West County (WCCTAC) (see page 21)

The estimated revenues and percentage shares allocated to each project and program in the Expenditure Plan are in 2004 dollars. The changes in economic conditions that have occurred since 2004, however, have resulted in significant reductions in revenues. While the percent allocations remain unchanged, the actual allocation of funding will be different. Please see the most recent Measure J Strategic Plan for up-to-date allocations.

A line on the outside of a paragraph indicates where changes from the original 2004 Expenditure Plan have been made. A version of the document showing detailed changes is also available.

15 *Transportation for Seniors & People With Disabilities*..... 5% (\$100 million)

Transportation for Seniors & People With Disabilities or “Paratransit” services can be broadly divided into two categories: (1) services required to be provided by transit operators under the Americans with Disabilities Act (ADA) to people with disabilities; and (2) services not required by law but desired by community interests, either for those with disabilities beyond the requirements of the ADA (for example, extra hours of service or greater geographic coverage), or for non-ADA seniors.

All current recipients of Measure C funds will continue to receive their FY 2008–09 share of the “base” Measure C allocation to continue existing programs if desired, subject to Authority confirmation that services are consistent with the relevant policies and procedures adopted by the Authority. Revenue growth above the base allocations will be utilized to expand paratransit services and providers eligible to receive these funds.

Paratransit funding will be increased from the current 2.97% to 3.5% of annual sales tax revenues for the first year of the new program, FY 2009–10. Thereafter, the percentage of annual sales tax revenues will increase by 0.10 % each year, to 5.9% in 2034 (based on a 25-year program). In 2003 dollars, this averages to 4.7% over the life of the program, which has been rounded to 5% to provide some flexibility and an opportunity to maintain a small reserve to offset the potential impact of economic cycles. The distribution of funding will be as follows:

- West County paratransit program allocations will start at 1.225% of annual sales tax revenues in FY 2009–10, and grow by 0.035% of annual revenues each year thereafter to 2.065% of annual revenues in FY 2033–34. (An additional increment of 0.65% of annual revenues is available for West County under its subregional program category.) In addition to the current providers, paratransit service provided by AC Transit and BART (East Bay Paratransit Consortium) in West County is an eligible recipient of program funds.
- Central County paratransit program allocations will start at 0.875% of annual sales tax revenues in FY 2009–10 and grow by 0.025% of annual revenues each year thereafter to 1.475% of annual revenues in FY 2033–34. (An additional increment of 0.5% of annual revenues is available for Central County under its subregional program category.)
- Southwest County paratransit program allocations will start at 0.595% of annual sales tax revenues in FY 2009–10 and grow by 0.017% of annual revenues each year thereafter to 1.003% of annual revenues in FY 2033–34.

MEASURE J TRANSPORTATION SALES TAX EXPENDITURE PLAN

- East County paratransit program allocations will start at 0.805% of annual sales tax revenues, and increase by 0.023% of annual revenues thereafter to 1.357% of annual revenues in FY 2033–34.

Transportation for Seniors & People with Disabilities funds shall be available for (a) managing the program, (b) retention of a mobility manager, (c) coordination with non-profit services, (d) establishment and/or maintenance of a comprehensive paratransit technology implementation plan, and (e) facilitation of countywide travel and integration with fixed route and BART specifically, as deemed feasible.

Additional funding to address non-ADA services, or increased demand beyond that anticipated, can be drawn from the “Subregional Transportation Needs Funds” category, based on the recommendations of individual subregions and a demonstration of the financial viability and stability of the programs proposed by prospective operator(s).

16 Express Bus..... 4.3% (\$86 million)

Provide express bus service and Bus Rapid Transit (BRT) service to transport commuters to and from residential areas, park & ride lots, BART stations/transit centers and key employment centers. Funds may be used for bus purchases, service operations and/or construction/management/operation of park & ride lots and other bus transit facilities. Reserves shall be accumulated for periodic replacement of vehicles consistent with standard replacement policies.

17 Commute Alternatives 1% (\$20 million)

This program will provide and promote alternatives to commuting in single occupant vehicles, including carpools, vanpools and transit.

Eligible types of projects may include but are not limited to: parking facilities, carpooling, vanpooling, transit, bicycle and pedestrian facilities (including sidewalks, lockers, racks, etc.), Guaranteed Ride Home, congestion mitigation programs, SchoolPool, and clean fuel vehicle projects. Program and project recommendations shall be made by each subregion for consideration and funding by the Authority.

18 Congestion Management, Transportation Planning, Facilities and Services..... 3% (\$60 million)

Implementation of the Authority’s GMP and countywide transportation planning program; the estimated incremental costs of performing the Congestion Management Agency (CMA) function currently billed to local jurisdictions; costs for programming federal and state funds; project monitoring; and the facilities and services needed to support the Authority and CMA functions.

MEASURE J TRANSPORTATION SALES TAX EXPENDITURE PLAN

for bus service enhancements; and if County Connection's funding levels are restored to 2008 levels, these funds shall be used to enhance bus service. TRANSPAC will determine if the use of funds by County Connection or other operators meets these guidelines for the allocation of these funds.

20a Additional Transportation Services for Seniors and People & Disabilities..... 0.5% (\$10 million)

Funds will be used to supplement the services provided by the countywide transportation program for seniors & people with disabilities and may include provision of transit services to programs and activities. Funds shall be allocated annually as a percentage of total sales tax revenues, and are in addition to funds provided under the base program as described above.

In years when revenues have declined from the previous year, funds may be used for supplemental, existing, additional or modified service for seniors and people with disabilities; in years where funding allows for growth in service levels, these funds would be used for service enhancements for seniors and people with disabilities; and if funding levels are restored to 2008 levels, these funds shall be used to enhance services for seniors and people with disabilities. TRANSPAC will determine if the use of funds proposed by operators meets these guidelines for the allocation of these funds.

21a Safe Transportation for Children..... 0.5% (\$10 million)

TRANSPAC will identify specific projects which may include the SchoolPool and Transit Incentive Programs, pedestrian and bicycle facilities, sidewalk construction and signage, and other projects and activities to provide transportation to schools.

23a Additional Local Streets Maintenance and Improvements..... 1% (\$20 million)

These funds will be used to supplement the annual allocation of the 18% "Local Streets Maintenance & Improvements" program funds for jurisdictions in Central County. Allocations will be made to jurisdictions in TRANSPAC on an annual basis in June of each fiscal year for that ending fiscal year, without regard to compliance with the GMP. Each Jurisdiction shall receive an allocation using a formula of 50% based on population and 50% based on road miles.

24a Major Streets: Traffic Flow, Safety and Capacity Improvements..... 2.4% (\$48 million)

Improvements to major thoroughfares including but not limited to installation of bike facilities, traffic signals, widening, traffic calming and pedestrian safety improvements, shoulders, sidewalks, curbs and gutters, bus transit facility enhancements such as bus turnouts and passenger amenities, etc.

EXCERPTS from TRANSPAC Board and TAC Minutes (2013/14)
Regarding Discussions of
Line 20a Funds (w/agenda number)

TAC: February 26, 2015
(AT THE END OF THE MEETING)

On another item, Mr. Lochirco asked if the TAC had discussed **Line 20a** funds for senior paratransit and if there was any framework or objective to establish a set of rules, regulations, and parameters.

Ms. Overcashier stated that need had been discussed. She suggested it would be valuable for the TAC to continue that discussion, especially for the non-profits. As to when the non-profits might seek funding approval, she suggested they were on a calendar year basis but agreed that funding might be sought prior to that time.

Mr. Cunningham reported that he had a request from another non-profit who would be coming in for **Line 20a** funds and the TAC would need to establish an ongoing framework. He suggested putting something together and wanted to agendize that discussion for the next TAC meeting scheduled for March 26.

On a comment related to Senior Helpline Services, the funding it would likely seek, whether County Connection would contribute to that non-profit, and how it should be handled, Ms. Overcashier noted there needed to be a discussion for those who provided shuttle services or those who supported seniors with respect to public operating dollars as opposed to private agencies.

When asked, Mr. Cunningham stated that he would craft a proposal for discussion at the next TAC meeting.

TAC: January 22, 2015

1. Consider the One-time Use of Measure J, **Line 20a Funds for the Senior Mini Bus Program in the City of Walnut Creek**

Jeremy Lochirco described the Senior Mini Bus Program in Walnut Creek as a successful program thanks, in part, to the Measure J monies that allowed the program to continue to operate. He reported that this year's request for \$43,000 was partly for staff expenses to manage the program although the majority share was volunteer based through many seniors who worked at the Senior Center. He requested a \$43,000 allocation of **Line 20a** funds to be able to continue to maintain service levels.

Tim Tucker commented that the City of Martinez was also working to buy its own bus/van and that Martinez seniors were soliciting sponsors, such as Shell Oil, which could be identified on the bus/van.

Mr. Lochirco reported that the City of Walnut Creek had also worked with other agencies, such as Rossmoor, to support the senior mini-bus service.

Leslie Young, Golden Rain Foundation, explained that the Rossmoor bus service coordinated with Walnut Creek's Senior Mini Bus Program to help seniors get to and from their medical appointments, among other assists, which was a valuable service to the seniors.

Ray Kuzbari made a motion that Walnut Creek's request for \$43,000 of **Line 20a** funds for the Senior Mini Bus Program be forwarded to the TRANSPAC Board for approval. Charlie Mullen seconded the motion which carried unanimously.

Lynn Overcashier noted that the TAC had previously discussed the possibility of establishing criteria for a two-year allocation to allow more continuity, which she suggested be placed on a future agenda for discussion, as had previously been discussed by the TAC.

Mr. Lochirco agreed with the need for a more consistent methodology to the call for projects and for the allocation of resources.

Mr. Tucker asked if the CCTA had ever considered a two-year allocation cycle, to which Brad Beck explained that the CCTA produced a one-year budget and then a mid-year budget, every June adopting the next year's fiscal year budget.

TAC: November 20, 2014

Mr. Lochirco advised of a request for a reallocation of **Line 20a** Senior Transit Funds for Walnut Creek's Senior Mini Bus Program for the same amount of funding earlier provided to be able to continue to operate the senior bus program, a voluntary-based service, at the same level of service. He noted that the funds helped to pay for upkeep, maintenance, and operating costs.

Mr. Cunningham referenced the prior discussions of a policy for **Line 20a** disbursements and recommended renewed discussions to draft a policy to handle the requests for **Line 20a** funding. He urged a review of the entire budget, annual draw, and outstanding requests.

Ms. Overcashier volunteered to contact Peter Engel to get a balance of the line item. The TAC agreed.

TRANSPAC BOARD: May 8, 2014

8. **Authorization to Allocate **Line 20a** Monies for Fiscal Year 2014/15.** At its April 24, 2014 meeting, TAC members present approved the allocation of **Line 20a** monies as has been done in the past. Shortly thereafter, the TRANSPAC Manager had a conversation with CCTA staff regarding this allocation. The suggestion was made to have a CCTA, CCCTA, and TRANSPAC meeting to see how to continue to maximize the use of these funds. Please note that it is too expensive for CCCTA to provide the same service provided by the **Line 20a** vendors. To provide some time for planning, the TRANSPAC Manager is requesting approval of a **Line 20a** allocation now and proceed to work with CCTA and CCCTA on how these agencies may establish an ongoing effective partnership.

Ms. Neustadter reported that on April 24, 2014, the TAC had made a recommendation since it was so close to the end of the fiscal year, that TRANSPAC approve **Line 20a** monies, and the question was how to move forward. She noted that vendors receiving funding under **Line 20a** provided services that County Connection could not provide. She suggested spending time to see if they could figure out how to solidify the relationship so that **Line 20a** vendors could continue what they were doing and do it in connection with County Connection to be able to stabilize the small vendors. She noted that the dollars to the vendors had provided much-needed benefits including benefits to the bus company. She recommended working on that issue at the TAC level and stabilize **Line 20a** vendors so that they could continue to provide the services that County Connection needed. She advised that the TAC supported the authorization of continuation with **Line 20a** dollars.

When asked what vendors received **Line 20a** funding, Ms. Neustadter identified the vendors and the amounts received in the last funding cycle, totaling \$435,843.

Elaine Welch, Senior Helpline Services, referred to the statement that among other funding, Senior Helpline Services had received \$16,500 for information and referral and stated that Senior Helpline Services had never received those funds.

Ms. Neustadter advised that the funding had been programmed but had never been allocated. She would address that issue with Ms. Welch.

Director Pierce suggested working together with County Connection to coordinate the services with the vendors particularly since County Connection did not have the money to do it by itself. She recommended moving forward and encouraged that relationship.

Ms. Neustadter reported that CCTA staff had recommended a dialogue between Senior Helpline Services and others with County Connection which had been helpful to get things to operate more efficiently with a small amount of money.

On motion by Director Pierce, seconded by Director Durant, to approve the TAC recommendation to approve the **Line 20a allocations for 2014/15 now and proceed to work with CCTA and CCCTA as to how these agencies may establish an ongoing effective partnership, carried unanimously.**

TAC: April 24, 2014
(AT END OF MEETING)

Ms. Neustadter explained that **Line 20a**, Additional Transportation Programs for Seniors and People with Disabilities funding would come up at the end of the fiscal year. TRANSPAC had conducted two allocations and had come up with a group of people using those funds who had been very grateful for the opportunity. Given that there was no one providing services not previously known, she asked whether the same process utilized the last time should be used again.

By consensus, the TAC agreed to do the same thing as last time until there was a conversation about anything different.

Mr. Kuzbari suggested that the only outstanding issue was funding and information.

Information and referral for **Line 20a** funding would be presented to the TRANSPAC Board at its next meeting and Line 28a funding would be discussed by the TAC at the next meeting.

TRANSPAC BOARD: March 13, 2014

11. TAC Continued Discussion on a Protocol for the Use of TRANSPAC Line 28a Subregional Transportation Needs Funding and a Report to TRANSPAC Expected Later This Year

Lynn Overcashier, 511 Program Manager, advised of Barbara Neustadter's intent to have TRANSPAC offer comments before the TAC considered the issue of Subregional Transportation Needs Funding and how those funds would be expended. She suggested there was a significant amount of money in Line 28a for Central County, potentially over \$1 million, and the same for **20a** funding, Additional Transportation for Seniors and People with Disabilities.

Director Durant referred to the minutes of the February 27, 2014 TAC meeting when Ms. Overcashier had reported that \$1,176,000 was currently available in the line item for consideration with approximately \$375,000 a year deducted for the three cycles approved thus far. Last year's request was \$435,000, and \$288,000 had been allocated. He requested clarification as to what should be allocated to the exploration of the MMP or to something else.

Chair Ross noted that no action would be taken at this time in that the item was intended to foster the discussion at the TAC level with a recommendation to TRANSPAC for a further discussion.

Elaine Welch, Senior Helpline Services, stated when asked, that she was present to observe and had been one of the stakeholders working on the MMP. Her biggest concern, already expressed, related to funding. She noted that some of the small CBOs were in competition for the funding and were not only pushing and supporting mobility management but were working in the planning process. She commented that \$100,000 was a huge match to a CBO and with respect to **Line 20a**, she emphasized that TRANSPAC was the only RTPC in any part of Contra Costa County supporting Senior Helpline Services with funding that it could count on every month. While she recognized that others would be seeking the same support, she expressed her hope that TRANSPAC would continue to support the four agencies in the CBO group. She did not want to get into a competitive situation with respect to mobility management. Other than that, she did not know how the MMP could help Senior Helpline Services. She reiterated that Senior Helpline Services had access to only one RTPC and was serving the entire County, explained that most of her funding came from private foundations, sought multi-year funding, and was concerned that mobility management would get all the excess funds and her organization and others would be left out.

Ms. Welch asked that Senior Helpline Services be allowed to keep what it had gotten in the past and urged that Senior Helpline Services and the other three CBOs struggling to exist not be left out.

Ms. Overcashier suggested that a benefit of the MMP would be to identify the other services that were available to make certain that everyone was involved and that all potential services could be discussed. She sought comments or recommendations for the TAC's discussion.

Chair Ross stated that the TAC's discussion should include **Line 20a** funds along with the Line 28a slush fund that had yet to be allocated.

Mr. Ramacier noted that the proposed Oversight Committee would hopefully report to the CCTA Board because it was the one countywide organization with a positive reputation. He suggested that mobility management would have to work to sustain and solidify what Senior Helpline Services, for instance, was doing so that Senior Helpline Services would not have to return every year to seek funds, and the mobility management branch could do that by working with other public operators to identify a plan and identify a funding source.

John Cunningham commented that Senior Helpline Services and similar providers provided a \$40 trip for seven dollars, which was important to recognize. He stated that when Santa Clara took over paratransit responsibilities in the 1990s from the VTA, the mantra was to do no harm and the OUTREACH services had included the non-profit providers and had preserved the existing operations in a seamless transition, which he suggested Contra Costa County should take into consideration.

Director Durant recommended that the TAC evaluate the **Line 20a** and 28a funding spent over the last five years, identify the needs and identify those getting and not getting funding, and if in fact using more of the funds from either of those categories for something like the MMP, identify what would be left and how the TAC would allocate those remaining funds. He stated the notion of mobility management was a long-term picture to find a way to serve a community that had not been adequately served, or the service did not meet the needs, prior to investing the dollars.

Ms. Welch supported mobility management and stated that she had sat through hours of meetings to support it and was a big fan of Katy Healy to emulate something that seemed to be working. Her problem right now is that she wanted to support mobility management and work with it and wanted to be involved in some capacity. As long as there was funding that she was not competing for she was supportive of mobility management but expressed concern with respect to the prematurity of a plan without funding.

Chair Ross acknowledged that the TAC would review **Line 20a** and 28a funding and return recommendations to TRANSPAC for further discussion.

TAC: February 27, 2014

1. Peter Engel, CCTA and Rick Ramacier, CCCTA with Presentation on the County Connection Mobility Management Plan

Peter Engel, Program Manager for the CCTA, reported that the Contra Costa Mobility Management Plan had been produced by a consultant hired by County Connection with the idea that the plan would cover the entire county.

It had been initiated by the Transportation Alliance, an informal group of transit providers in the county along with social services agencies and Contra Costa County to create a work plan and produce some small projects to improve mobility for seniors, disabled, and low-income individuals in the county. Summits had been held around the county to get a mobility management program started. As part of the initial process, it had been agreed that County Connection would be the lead in managing the planning process for the development of a mobility management plan and a Consolidated Transportation Services Agency (CTSA) would be formed to provide the vehicle through which the list of desired services could be deployed. The creation of a Mobility Management Oversight Committee had been recommended to undertake the tasks associated with the establishment of the CTSA. He explained that the CCTA had taken the plan to the Authority Board in January.

The Board liked the concept but did not want to adopt the plan without more input from the subregions, which was why it had been submitted for consideration at this time. The intent was to submit the proposal to TRANSPAC to move the plan forward.

Rick Ramacier, General Manager, County Connection, explained that the goal was to develop a Countywide Mobility Management Plan since Measure J, without identifying who should do it, required the CCTA to support a mobility management function. It had been included in Measure J because advocates had asked for the concept. He stated that in 2007 County Connection had volunteered to be the lead in managing the planning process and in 2012 a consultant had been hired to produce a plan.

Mr. Ramacier explained that County Connection had looked at the trends for paratransit and senior transportation, noted the challenges involved, and described the struggle for seniors when they reached that point in their life when they were unable to drive. While social service providers offered a very high level of service for the services they provided, and the cheapest thing to do would be to keep people in their homes, those paratransit and ADA services were stretched financially and the New Freedom grants used to fund those programs were limited and not financially sustainable. As a result, the CCTA was considering whether the mobility management plan should be financed in the next measure in a separate way.

Mr. Ramacier stated there were many social service/non-profit paratransit services being delivered throughout Contra Costa County and he referenced some of those programs explaining that in Contra Costa and Alameda counties they delivered as many people as County Connection did on the Link. If the funding for those programs was cut, he suggested those people would seek Americans with Disabilities Act (ADA) Link service from County Connection which would require a huge increase in paratransit monies and less for fixed routes. He suggested therefore the need to support social service and non-profit providers who provided a higher level of service at a lesser cost than County Connection could provide.

Mr. Ramacier reported that two levels of recommendations had been produced by the study for a mobility management plan; one level was for the creation of a CTSA to bring funding sources, services and efficiencies together. He referenced a CTSA in Sacramento County and an outreach CTSA program in Santa Clara and noted that the outreach program was not allowed to claim Transportation Development Act (TDA) funds. The plan did not call for a CTSA to claim TDA funds; rather, it assumed that the operators would turn their TDA funds over to provide paratransit to the CTSA because it could be cheaper and more efficient.

A number of service strategies had been suggested to respond to the transportation needs identified in the planning process including travel training to create a program to teach bus riding skills on all County transit systems; a refined Countywide ADA eligibility process to improve the accuracy of the eligibility determinations; working with human service agencies to provide transportation to their clients who currently used the ADA paratransit service operated by the transit agencies; evaluating the viability of a centralized maintenance program to serve the unique needs of the human service community operating a variety of vehicles in their programs; expanding the volunteer driver programs throughout the County as an inexpensive means of servicing difficult medical and other trip needs for seniors and persons with disabilities; expanding information availability by making meaningful resource information available through a central referral mechanism; determining the level of advocacy appropriate for a new CTSA in Contra Costa County and including the new agency in all transportation planning processes; including technical support as one of the services of the newly created CTSA to assist the human service community and other agencies in planning, grant management, and other technical functions; and establishing a professional and consistent driver training program for human service agencies.

Mr. Ramacier stated that those things could be done right away in that there were grants available now to move a mobility management plan forward in the County. He added that there would be a committee to advise the CCTA how to spend a mobility management budget with funds that would be identified in the next year or two. The idea was that after a couple of years as grants ran out the mobility management plan would identify its value and people would find ways to fund it. He suggested that as a good way to move forward.

Corinne Dutra-Roberts spoke to her experience in working to assist someone seeking paratransit services where the application for eligibility was a long and difficult process and where many of those seeking services were elderly, had not previously used buses, and were having difficulty navigating through that difficult process. While she supported a coordinated plan, she emphasized the need to make the application more user friendly.

Mr. Ramacier acknowledged that the ADA application could be arduous. His ultimate vision for a mobility management plan was to have a program for everyone although he recognized it would take some time to get there. He advised that Anne Muzzini at County Connection was a resource to help seniors in the application process.

Mr. Engel emphasized the importance of travel training, noted that the first trip for most seniors was a huge barrier, and explained that many would rather stay home than attempt to use the bus. He stated there was a current grant process with the Metropolitan Transportation Commission (MTC) and a New Freedom grant being scored with six of the seven top projects being mobility management projects. MTC had an expressed desire to fund mobility management projects, and he expressed concern that if not proceeding with a mobility management plan Contra Costa County could lose out on funding. He urged proceeding now to avoid being left behind.

In response to Jeremy Lochirco as to the funding opportunities if the New Freedom grants currently being used by the private and public service providers were to be phased out, Mr. Ramacier stated that consultants who specialized in funding availability could be brought on through the oversight committee and the CCTA.

Mr. Lochirco referred to the **Line 20a** Call for Programs and asked if those monies could also be used to help fund a portion of a mobility management plan and the implementation strategies noted in the plan, to which Mr. Ramacier stated that could be done although there should be a conversation with the other entities that had a desire for those funds.

Mr. Lochirco agreed that there was not a huge amount of money available and the TAC would have to discuss recommendations to prioritize the use of the funds and whether those funds would fit into the larger framework.

Lynn Overcashier stated it would be important for those using **Line 20a** funds to be reporting in and providing data to a mobility management plan to start that coordination effort as one of the criterion for receiving any funds that would be allocated. She verified with Mr. Ramacier that County Connection had applied for Cycle 5 New Freedom grant funds that would be held and saved for the mobility management plan.

As to how the other RTPCs had received the plan, Mr. Ramacier reported that the transit operators in Contra Costa County were supportive of the plan although AC Transit had some reluctance and was not openly supportive of the plan at this point given the talk of consolidation. He characterized the plan as a roadmap to sustainability.

Ms. Overcashier commented that since they were dealing with schools and senior transportation there should be an opportunity for funding under a reauthorization of Measure J. She advised that the Contra Costa Mobility Management Plan would be on the agenda for the TRANSPAC meeting scheduled for March 13, 2014.

2. Initial Discussion/Consideration of, and if yes, how to structure a Call for Programs for Line 20a money for the next fiscal year

Ms. Overcashier introduced the item and noted that it had been discussed in October 2013 when the third allocation of **20a** funds had been approved by TRANSPAC, and when the development of additional criteria or trying to determine what basis to recommend to TRANSPAC for the process of **20a** money had been discussed. She asked if the TAC wanted to move forward with the discussion or defer the discussion until the next meeting.

Mr. Lochirco suggested that the discussion be tabled to the next meeting when more members would be present. He noted that the topic of travel training had been discussed for funding in the future and in light of the mobility management plan and the aging population it would be important to do that. He was in favor of continuing the discussion to determine whether to limit the amount of monies for travel training and suggested it should be considered as an eligible project.

John Cunningham expressed a desire for a conversation with more people in the room with travel training to be an eligible expense and sought more travel options before investing heavily, but suggested it was a potential benefit and should be an eligible expense.

Ms. Overcashier reported that two jurisdictions had applied for travel training funds. She explained that \$1,176,000 was currently available in the line item for consideration with approximately \$375,000 a year deducted for the three cycles approved thus far.

Last year's request was \$435,000 and \$288,000 had been allocated.

Ms. Overcashier suggested the jurisdictions that had received funding last year should be in the room to advise of the status of that funding with a further discussion of earmarking a portion or a limit of travel training funding. She had read over the notes of the last three cycles and advised that one of the grant recipients the first year had identified an emergency and would not request ongoing funding although that turned out not to be the case.

The item was tabled for further discussion next month and Ms. Overcashier urged comments at that item.

TRANSPAC BOARD: October 10, 2013

7. TRANSPAC CCTA representative Reports

Chair Pro Tem Pierce reported that she had subbed for David Durant at the Planning Committee meeting when the City of Pleasant Hill Compliance Checklist had been approved and forwarded to the CCTA, as was the Compliance Checklist for the City of Martinez, and the progress report for the City of Hercules. The Central County Additional Transportation Programs for Seniors and People with Disabilities (**Line 20a**) funding, the Central County Safe Transportation for Children Program (Line 21a) funding, and an application for funding for the PDA Planning Grant Program had also been approved. The Committee had also discussed the vision, goals, and current issues for the 2014 CTP update, looked at the next issue of the Compliance Checklist to be issued in January with submittal by April for funding by July 1, 2014 for the 2015 fiscal year, and received a presentation on the SR239 Draft Feasibility Study with respect to configuring a back door for East County.

TRANSPAC Manager Barbara Neustadter advised that the TRANSPAC TAC would be looking at those Compliance Checklists at its next meeting.

TAC: September 26, 2013

3. Continued Action Plan Development/Discussion. Presentation by Deborah Dagang from CH2MHill

In the discussion, the following comment:

Mr. Cunningham referred to Goal 5-G *Support innovative approaches to improve the efficiency and effectiveness of transit services for seniors and disabled persons through the allocation of Central County's Measure J \$10 million for Additional Transportation for Seniors and People with Disabilities. These funds are in addition to Measure J Other Countywide Programs and total \$35 million in Central County.* He noted that TRANSPAC had a lot of activity with respect to **Line 20a** funding and a County study to propose ways on how paratransit services were delivered, and he suggested changes to that goal which would take a much broader conversation. He highlighted that goal so that Ms. Neustadter could consider how to change that language.

TRANSPAC BOARD: September 12, 2013

4. Reports from the Two Remaining TRANSPAC **Line 20a Additional Transportation for Seniors and People with Disabilities Grantees on How the Funds were Used**

Glenn Mix, representing the Golden Rain Foundation, reported that the TRANSPAC **Line 20a** Additional Transportation for Seniors and People with Disabilities grant had funded 11,000 plus rides, nearly 6,000 of which were paratransit rides, funding 35 of 84 weekly trips to downtown BART in Walnut Creek. He stated there had been a dramatic steady increase in ridership throughout the year, with 9.5 riders per service hour at \$4.75 per ride, which allowed those who could not get out and those who still drove within Rossmoor only, to get to downtown Walnut Creek. If the opportunity for additional funding arose, he expressed a desire to expand the program with additional mid-day trips which would cost \$11,000 a year and which would equate to a better quality of life for Rossmoor residents in need of those services. He thanked the TRANSPAC Board for the funding and asked that it be continued as long as possible.

Kimberly Bellinger, representing Caring Hands, spoke on behalf of over 300 volunteers and seniors served, thanked the TRANSPAC Board for the funding, and explained that the community benefit program with John Muir Health served south, central, and east Contra Costa County. She reported that last year 330 seniors had regularly received rides in the program. The TRANSPAC area served 60 percent of the program, equating to approximately 200 seniors who received regular rides; those still living independently but otherwise housebound because they no longer drove. Seniors were matched with a volunteer who helped them with regular quality-of-life errands such as shopping, doctors' appointments, and the like. There was also a program for occasional rides for seniors who were not matched with a volunteer. At the time of the application, Caring Hands anticipated that 63 percent of the total program expenses would be used to serve seniors in TRANSPAC cities although from July to December 2,462 rides had been provided to seniors in TRANSPAC communities, representing 65 percent of the rides or \$184,966 of the total budget. Caring Hands was proud to be part of the pilot program and would be grateful to continue receiving funding to be able to continue to help seniors.

5. **Line 20a TAC Funding Recommendation**

TRANSPAC Manager Barbara Neustadter reported that the TRANSPAC TAC had considered the initial discussions with respect to the development and implementation of the **Line 20a** program in 2012 regarding multi-year allocations. The TAC recommended the reallocation of funds to each of the agencies previously allocated and to separate jurisdictions and agencies to be able to track the dollars more easily. The TAC also wanted to spend time this year to assess the issue of travel training and referral services to determine the effectiveness of the programs. She identified last year's allocations as \$50,000 to the Caring Hands Volunteer Caregivers Program; \$62,883 to the Golden Rain Foundation; \$42,560 to Rehabilitation Services of Northern California; and \$94,500 to Senior Helpline Services. She added that CCTA staff had expressed its willingness to update the Cooperative Agreements.

ACTION: Accepted the TAC recommendation to process with year two funding for **Line 20a** agency grantees and a formal request to CCTA to update Cooperative Agreements, consistent with the previous allocations. Mitchoff/Haskew/Unanimous

Director Mitchoff referenced the Golden Rain Foundation's request for an additional \$11,000 and suggested that issue be discussed in the context of the whole plan with a suggestion to leverage other dollars, although Ms. Neustadter explained that the recommendation this year was to replicate what had been done last year and there had been no request for proposals this year.

Chair Pro Tem Pierce suggested there might be community groups and non-traditional sources that might be able to help and it would be nice to know who the agencies were asking for funding and where they were looking for funding.

TAC: July 25, 2013

4. Budget Internal Processing Update and Thoughts on Issues that Need to be Addressed Over the Summer Break and/or in the Fall

Ms. Neustadter referred to **Line 20a** funds and reminded the TAC that the two grantees; Rehabilitation Services of Northern California, and the Golden Rain Foundation would be returning in September. In order to allocate the money quickly, she recommended that just the coops be updated. She also recommended a discussion of multi-year contracts to save time and money and suggested an allocation for three or four years.

TAC members present were very supportive of that recommendation.

TRANSPAC BOARD: July 11, 2013

4. Short Reports from Two TRANSPAC **Line 20a Additional Transportation for Seniors and People with Disabilities Grantees on How the Allocated Funds were Used**

TRANSPAC Manager Barbara Neustadter advised that a broader discussion of **Line 20a** funds would be held in September. The presentations would provide status updates only to understand how funds that had been allocated were being spent.

Debbie Toth, CEO, Rehabilitation Services of Northern California, reported that the agency had been in existence since 1949; a non-profit located in Pleasant Hill, it had provided programming based on community needs but had switched to elder care in the 1970s and 80s serving seniors with an average age of 82 with multiple chronic conditions at risk for skilled nursing home placement. Given the need for timely transportation services, senior stakeholders had rallied for more funding in Measure C, now Measure J, and **Line 20a** funds had been created by TRANSPAC in recognition of the growing senior and disabled populations. She stated that the County Connection program, using paratransit vehicles with lifts, provided 300 trips a month, and in spite of an ongoing situation where the driver had become disabled with difficulty finding a backup driver, 3,400 rides had been provided for over 60 people in the last year. She explained that New Freedom Grant funding from the Metropolitan Transportation Commission (MTC) would soon end and now more than ever there is a need for a continued source of funding.

Ms. Toth characterized the **Line 20a** funding process as remarkably simple, and expressed a desire to be able to secure a reliable source of funding to keep the transportation program going. She expressed her thanks to TRANSPAC for the funding.

Elaine Welch, RN, MBA, Senior Helpline Services, explained that while Senior Helpline Services had not previously provided a ride program, eight years ago she had acted on the numerous calls for service for seniors without access and a ride program had been developed. She explained that Senior Helpline Services had reported for last year's funding request that it would average 120 to 140 rides a month and it had provided 130 plus rides this year; had 70 clients at the time in the TRANSPAC area and now had over 80 with an average age of 85, and lost clients only due to death, ending the year with 72 clients; would drive at least 30 clients a month, and had driven 29; and predicted that 40 percent of the rides would be in the TRANSPAC area and 42 percent of the rides were in the area. She described the services provided as specialized and explained that seniors had been going into nursing homes because they lost their driver licenses and were otherwise capable of remaining at home. She offered an example of a 100-year old blind former schoolteacher who had been served by Senior Helpline Services over the last seven years and who had been able to remain in her home until her death this year because of those services. Senior Helpline Services needed \$7,800 to continue and she asked TRANSPAC to consider funding in honor of those seniors being helped right now.

Chair Durant thanked Peter Engel, CCTA and Mala Subramanian, CCTA attorney for helping with the program. The issue of funding would be considered in September, noted that more money had been requested than available to allocate, and stated that the TRANSPAC Technical Advisory Committee (TAC) would be considering that issue.

TAC: May 23, 2013

5. Comments on County Connection's March 1, 2013 Draft Contra Costa County Mobility Management Plan with thanks to CCCTA's Laramie Bowron for overseeing the development of the Draft Plan and to John Cunningham for developing comments on the Plan

Ms. Overcashier recognized Laramie Bowron for his work on moving the Draft Contra Costa County Mobility Management Plan forward; acknowledged John Cunningham's email comments requesting that the stakeholders be identified; and noted that after approval by the County Connection, other agencies would approve the Draft Plan prior to submittal to the CCTA and the CCTA's involvement. With respect to the process, she commented that the process was moving more slowly than anticipated and it might affect funding.

Mr. Bowron noted that the agencies that had most recently funded through a **Line 20a** allocation would be coming to the TRANSPAC Board in July and could determine from there how to proceed and whether or not to expedite future allocations from that funding category. He agreed that the Draft Mobility Management Plan was months out for approval or determination and did not expect it to compete with any upcoming **20a** funding.

Ms. Heitman reported that BART's new General Manager had brought in some new people who had directed staff to focus on stations; specifically to enhance them, and ways to do that were being evaluated.

Ms. Heitman reported that a team would visit 12 stations to identify a more thorough analysis, and would call the staff in the Central County cities where those stations were located to see what might be needed. She noted that while the Walnut Creek station had been targeted for enhancement, the Pleasant Hill station had not although suggestions could still be offered. In addition, the BART Board of Directors had approved parking charges at all stations although the Director for the Central County area, Gail Murray, wanted to see some of that revenue go back to access projects in Central County.

Ms. Heitman also reported on a Last Mile/First Mile program, considering pilot ideas for BART to bus transfers on County Connection, more marketing, and other programs; she would report back when there was something to report. She had also spoken to the Monument Corridor Shuttle on a number of occasions. In addition, the General Manager had proposed the idea of securing 100 bike parking spaces at half the stations and if doing that where they would be placed. She explained that there were several projects in Central County in that regard and a self-attended bike station at the Concord BART Station had been proposed between the fare gates and the parking garage. The bike station would be a covered cage of sorts with access through the swipe of an access card. BART had received Measure J funds for bike parking and access through TRANSPAC and would use unexpended funds.

Ms. Dutra-Roberts verified with Ms. Heitman that the BART Board was considering at its meeting this evening whether to allow bikes on board BART trains all the time.

On another matter, Ms. Dutra-Roberts announced that the Carquinez Scenic Trail, which had been closed for some time but used nonetheless by bicyclists, would be hard closed in mid-June, from Martinez to the brickyard until August 2014, to allow the EBRPD to start working on paving and fixing the landslide. As a result, anyone caught using the trail during that time would be cited.

TRANSPAC BOARD: May 9, 2013

8. 511 Contra Costa and TRANSPAC Staff Reports b) TRANSPAC Staff Report

Ms. Neustadter reported that the application period had closed for the Administrative position for TRANSPAC/511 Contra Costa, and applications were currently being reviewed by the Human Resources Department of the City of Pleasant Hill. She also reported that Lynn Overcashier had sinus surgery yesterday, was at home, and was recovering well. For those interested, she was taking comments on today's pastries and working on a replacement for Cottage Catering. She noted all rosters needed to be updated so she would be asking, particularly for those jurisdictions missing appointments, to find someone who would be willing to serve. She also drew attention to the artwork in the room provided by elementary students. She added that work continued on the TRANSPAC Action Plan and may be brought to the TRANSPAC Board in July; and the CCTA Strategic Plan Update was underway with the TAC and TRANSPAC, which would receive a report from two grantees on the use of Measure J **Line 20a** funds in July as well.

TAC: March 28, 2013

6. CCCTA Mobility Management Plan Presented by Laramie Bowron, CCCTA Staff

Laramie Bowron referred to the *Contra Costa County Mobility Management Plan Draft* and explained that the project had been funded through a New Freedom grant from 2008, a Contra Costa County wide project originally conceived to be managed by the Central Contra Costa Transit Authority (CCCTA). The project started with the goal of seeing what services were available for seniors with disabilities, low income individuals, and those falling through the holes existing around fixed route transit and Americans with Disabilities Act (ADA) transit through outreach to identify the needs and what the county wanted in terms of how to improve coordination and services that would be more beneficial. The document represented a first draft; there had been two stakeholder meetings; and changes recommended as a result of those meetings were being incorporated into the second draft not yet available. Subsequent to the outreach and the identity of available services, the recommendation, including from stakeholders, was for the formation of a Consolidated Transportation Services Agency (CTSA), to be comprised of transit concerned agencies to coordinate their efforts; a non-profit that would need to seek public funds; a structure to improve coordination between existing services and approve funding so that the agencies were not necessarily competing with each other. He highlighted the components of the plan from methodology, mobility management structure options, and functions to implementation steps.

Mr. Bowron added that the reason why the plan had originally been discussed was a result of the last round of Measure J **20a** allocations for transportation for seniors beyond ADA enhancements and how the money should be allocated. With no guidance, the intent was that the document would provide some guidance as to what to do with that funding for TRANSPAC, although he stated it had not been included because it was too early. Once the CTSA was formed it would base the priorities on what was funded and would not change the goal of more policy guidance. To that end, the formation of a Policy Advisory Committee (PAC) on a limited term had been recommended to come up with a solution.

Mr. Cunningham noted that his first reaction was that the proposal could propose a potential fundamental shift as to how services were delivered and verified with Mr. Bowron that other groups were supportive although the proposal had not yet been reviewed by the CCTA's Planning Committee.

Brad Beck suggested there had not been a high enough level of buying into the concept even though it had benefits. There had been no discussion yet as to whether to form a whole new entity and what that entity would do. He referred to the timeline and the formation of a steering committee and the next step over a four-month period to begin drafting documents. If wanting to move forward, he suggested there needed to be more buy-in at the transit, human services, and funding agency level.

Mr. Bowron stated that the plan would be adopted by the CCCTA Board and was never a project that was to end with the CCCTA. He explained that the CCTA had New Freedom funding for the third phase of the project in 2010 and it was never a project that would end and the CCTA by getting the funding at least sought to address the need for an implementation of the plan.

Mr. Bowron stated that the steering committee to be made up of human services agencies and transit agencies would have to get the buy-in at the CCTA level although at the same time it was a CCCTA project and when adopted would be a Contra Costa County plan to be adopted by the CCCTA Board. The point of the steering committee was to get beyond the transitional period. He noted that the stakeholder committee meetings had been contentious but productive and there was a lot of momentum and support for the formation of the organization and support to keep the momentum going and get it to the CCTA to spend money on something that could make a difference given its widespread support.

Brad Beck suggested that the steering committee phase needed to have more outreach involved in getting buy-in, publicizing what the plan proposed to do, and while the adoption by the CCCTA Board was essential it was more important as to what would happen afterwards to go out to all the transit agencies and human resources, and even to MTC.

Mr. Bowron explained that MTC had been involved throughout the process. He stated that one of the goals of the steering committee was to help CCTA along the process of whether to adopt the plan in full, whether more outreach was needed, and whether to adopt everything and accept the recommendation to move it along that level. The goal was to have other outreach and make sure that happened so that CCTA would adopt something that at least looked like it was once the Contra Costa County Mobility Management Plan as a good use of New Freedom funds in the formation of a new non-profit with the goal of representing human services agencies.

When asked if the service providers in Contra Costa County had participated in the development of the plan, Mr. Bowron stated they have been involved from the beginning and had been heavily involved in the entire process.

Elaine Welch, Senior Helpline Services stated that in terms of buy-in at this time, she had participated in the stakeholder meetings to revise the plan, had not seen the revisions, but was in support although it was not far enough along for her agency to buy into it.

Mr. Bowron explained that once the edits from the stakeholder meetings had been included, the plan would be on the CCCTA website to solicit more comments to be incorporated into another draft, and then begin going to the CCCTA to form a committee, which would take some time.

Mr. Cunningham noted that the County Board of Supervisors had historically been interested in the concept and he recognized that the draft had not gone to that point yet, stating that questions needed to be built into a report to bring CCCTA's action into the CCTA and the Board of Supervisors, which also had responsibilities in terms of health and human services. He added that the proposed process did not fit into the normal process.

Mr. Bowron explained that was why a new agency was thought to be a good idea because no one really trusted anyone else to oversee all the responsibilities of a Countywide Mobility Management Center. While it might be easier for another agency to do it, he did not see the buy-in from other transit agencies.

Ms. Welch noted that last year TRANSPAC had given money to programs like hers as a one-time only, which was a lifeline to Senior Helpline Services and singly the reason why it had been able to provide transportation to this area; in June one of their interests would be for this year and she had been told to see how the Mobility Management Plan ferreted out. She emphasized that TRANSPAC was a source of significant funding to Helpline Services and no matter what happened with the Mobility Management Plan she asked to be considered for funding this year given the need for that lifeline.

Ms. Neustadter stated that part of her concern about the Mobility Management Plan was that it assumed that **Line 20a** money could theoretically be allocated by that group and she did not know if that could happen given that West County and Central County were the only two that could use that money and they would need to talk to all involved to see if that was an option that they wished to exercise or not. From a TRANSPAC point of view, she was of the opinion that the electeds were happy with the outcome and it was strictly this construct given that it was only TRANSPAC's money to use. She noted that the plan was interesting, characterizing it as a concept waiting to find a home.

Mr. Kuzbari did not know how the proposal would affect control over Measure J disbursements and did not know how it would affect Concord.

Ms. Overcashier explained that she had been involved in 2008 with the New Freedom funding discussion and suggested the proposal appeared to represent mission creep because originally it was to consolidate the resource and information and have some entity take responsibility to gather information and disseminate that information. She had not heard about a new entity and questioned why it was not a subset of the CCTA, expressing surprise with the new layer of a non-profit.

Mr. Bowron explained that certain agencies were competing already and the proposal would just be an agency that could set the priorities for the entire county in terms of human services agencies; and information referral was a piece of it. He suggested that what had been shown to be sustainable was a CTSA, which was something there was a lot of buy-in to develop, although there was a lot of contention given that people were very protective of their agencies. If the CTSA was formed, Mr. Bowron suggested that one of the first functions could oversee the information system.

Ms. Welch added that her concern as a community-based organization was another layer of bureaucracy, which she did not support, and even if she was a part of it she would have to recuse because Senior Helpline Services was looking for funding. She suggested that a new layer of bureaucracy would create another level of competition for funds and hurt small organizations like hers.

Debbie Toth, RSNC, commented that when getting Measure J passed once of the things they were fighting for was utilizing the paratransit study that had been shelved and one of the recommendations in that study was a Mobility Management Plan. The idea behind it was to make transportation for people with disabilities and elders who had functional limitations to taking transit a coordinated service to look at the user and not the provider allowing more disabled and elders to remain independent.

Ms. Toth wanted to move forward with a Mobility Management Plan that made sense, and suggested it was the job of the RTPCs and the CCTA to look at the intent with the Measure J funding in terms of supporting the riders and giving them the services they needed. She added that if RSNC had not gotten TRANSPAC funding last year, it would have stopped providing transportation services. RSNC would continue to work on the process and continue to work in support to make sure that Measure J money was being spent as intended.

Mr. Bowron reiterated the support expressed at stakeholder meetings and stated his biggest concern was how to get it from CCCTA to the next level. With the establishment of the CTSA as a service agency it could open the door to Transportation Development Act (TDA) funding. He added that while the report was a draft and not binding, stakeholders wanted to add more teeth to the plan so that it would actually get developed and name entities that would be represented on the steering committee, and entities were interested in seeing the transportation plan through, which was different from the 20a funding.

Mr. Bowron supported a different process with the next allocation of 20a funds, forming at least a temporary PAC that would set the priorities for Line 20a funds, which was a separate discussion, and he supported a more targeted call for projects from human services agencies. He was not certain when the Mobility Management Plan would go to the CCCTA Board but expected a 30-day comment period on the website and stated it would be a few months away.

Mr. Cunningham suggested that the CCTA was the primary place for a discussion after the CCCTA Board action and did not support a gap in time from CCCTA adoption to the next step.

Mr. Kuzbari verified with Mr. Bowron that the CCCTA would put its 20a funding request in writing.

Ms. Neustadter emphasized the need to know if it was legal to use 20a funds on the Mobility Management Plan.

Mr. Bowron acknowledged that the two issues were separate. He had been under the assumption that when TRANSPAC delayed any decision about 20a that was because it was looking for guidance from the Mobility Management Plan, but since it was not included in the plan they had waited a year and would like to propose a new way to get guidance for 20a not based on the plan, as a separate issue.

Ms. Neustadter clarified that when first talking about 20a, the original desire was to wait for the Mobility Management Plan, although the TAC had declined to pursue that tact and had pursued a call for projects.

Mr. Bowron commented that he had misunderstood, thought it was guidance for future allocations when it was not, and if TRANSPAC did not believe it needed guidance on a future call for projects, he was fine with what had occurred last time.

Ms. Neustadter noted that those who had executed their co-ops would come in and identify how they had spent their dollars. She would schedule Senior Helpline Services for a TRANSPAC meeting in May or June given that not everyone could be scheduled at one meeting.