

**TRANSPAC**  
**Transportation Partnership and Cooperation**  
**Meeting Notice and Agenda**  
**THURSDAY, SEPTEMBER 10, 2015**

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

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

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

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

**CONSENT AGENDA**

- 3. Approve July 9, 2015 Minutes**

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

**Attachment:** July 9, 2015 Minutes

**END CONSENT AGENDA**

- 4. Receive Report on TAC Progress on Line 20a Program Development.** Authorize the TAC to distribute the draft grant program to potential program applicants for review and comment.

**ACTION: Receive report and authorize the TAC to distribute the draft grant program to potential program applicants for review and comment.**

**Attachment:** Draft Proposal for Program 20a Disbursement/Grant Program, and Recommendation for Fiscal Year Measure J – 20a 2015-16 Grants

- 5. Appropriate Measure J Line 20a Funds per Staff Recommendations, and Request that CCTA Update Existing Coop Agreements**

**ACTION: Appropriate Measure J Line 20a funds per staff recommendations, and request that CCTA update the existing coop agreement.**

**6. 511 Contra Costa Reports**

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

**Attachment:** 511 Contra Costa Program Update, June-September 2015

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

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

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

**Attachment:** Letter to RTPCs from Randell H. Iwasaki dated July 16, 2015 for the July 15, 2015 Board Meeting.

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

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

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

- TRANSPAC Status Letter dated July 10, 2015
  - TRANSPLAN Summary Report dated July 10, 2015
  - SWAT Meeting Summary dated July 28, 2015
  - WCCTAC
- County Connection – Fixed Route and LINK reports may be downloaded at: <http://cccta.org/public-meetings/agendas/os-august-2015>
- CCTA Project Status Report may be downloaded at: <http://transpac.us/wp-content/uploads/2008/08/CCTA-Project-Status-Report.pdf>
- The next CCTA Board meeting is scheduled for September 16, 2015. No agenda is available at this time.
- CCTA Administration & Projects Committee (APC) agenda for the September 3, 2015 meeting may be downloaded at: [http://ccta.granicus.com/GeneratedAgendaViewer.php?view\\_id=i&clip\\_id=165](http://ccta.granicus.com/GeneratedAgendaViewer.php?view_id=i&clip_id=165)
- CCTA Planning Committee (PC) agenda for the September 2, 2015 meeting may be downloaded at: [http://ccta.granicus.com/GeneratedAgendaViewer.php?view\\_id=i&clip\\_id=164](http://ccta.granicus.com/GeneratedAgendaViewer.php?view_id=i&clip_id=164)

**11. For the Good of the Order**

- 12. Adjourn/Next Meeting. The next meeting is scheduled for October 8, 2015 at 9:00 A.M. in the Community Room at Pleasant Hill City Hall unless otherwise determined.**

## ***TRANSPAC Meeting Summary Minutes***

**MEETING DATE:** July 9, 2015

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

**PLANNING COMMISSIONERS PRESENT:** Bob Pickett, Walnut Creek; and Diana Vavrek, Pleasant Hill

**STAFF PRESENT:** John Cunningham, Contra Costa County; Martin Engelmann, Contra Costa Transportation Authority (CCTA); Deidre Heitman, BART; Eric Hu, Pleasant Hill; Ray Kuzbari, Concord; Jeremy Lochirco, Walnut Creek; Mindy Gentry, Clayton; Anne Muzzini, County Connection; Lynn Overcashier, 511 Contra Costa; and Tim Tucker, Martinez

**GUESTS/PRESENTERS:** Cynthia Armour, Bike East Bay; Edi Birsan, Concord; Ethan Cordes, 511 Contra Costa MTC Summer Intern; Brian Corey, Concord; Leona Gee, 511 Contra Costa; Hisham Noeimi, Engineering Manager, CCTA; and Rick Ramacier, General Manager, County Connection

**MINUTES PREPARED BY:** Anita Tucci-Smith

### **1. Convene Meeting/Pledge of Allegiance/Self Introductions**

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

### **2. Public Comment**

Brian Corey, Concord, representing Bike East Bay, urged the TRANSPAC Committee to think about the challenges municipalities faced with respect to matching funds to accomplish projects, to consider alternatives to single occupancy vehicles, and to push forward for safe crossings at freeway connections with active transportation infrastructure.

Director Pierce took this opportunity to introduce Mindy Gentry, the new Community Development Director for the City of Clayton, who would be attending TRANSPAC and TAC meetings to represent Clayton.

## CONSENT AGENDA

### 3. Approve June 11, 2015 Minutes

On motion by Director Pierce, seconded by Director Durant, to adopt the Consent Calendar, as submitted. The motion carried by the following vote:

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

## END OF CONSENT AGENDA

4. **2017 Regional Transportation Plan (RTP) Call for Projects.** The Metropolitan Transportation Commission (MTC) has released the Call for Projects for the 2017 RTP on April 29, 2015. The Contra Costa Transportation Authority (CCTA) staff has asked the Regional Transportation Planning Committees (RTPCs) and transit operators to develop a 24-year RTP project list for submittal to MTC. RTPCs input is requested by July 24, 2015. The TRANSPAC TAC considered the request at a special meeting on June 4, 2015, and developed a draft list at its meeting on June 25, 2015 for the TRANSPAC Board's consideration.

Hisham Noeimi, Engineering Manager, CCTA, advised that MTC was updating its Regional Transportation Plan as it did every four years. The current RTP had been adopted in 2013. The new RTP would represent the period 2017 to 2040. The RTP was a financially-constrained document, which meant that the cost of all projects and programs shall not exceed the funding expected over the RTP period from existing sources, which for TRANSPAC was \$629 million. He commented that being in the RTP was like getting a license to go hunting for state and federal funds. The projects that needed to be listed individually in the RTP were those that impacted the capacity of the transportation system or air quality, while pavement, rehabilitation, or maintenance jobs would be listed under programmatic categories in the RTP and did not need to be listed individually.

Mr. Noeimi referenced the three lists of projects involved; the Committed List included any project expected to be fully funded from existing state, federal, or local sources with environmental clearance or was expected to be funded by local money; the Financially Constrained List represented the top priority of the sub-region in need of funding that needed to be in the RTP; and anything that did not fit in the Financially Constrained List was on the Vision List.

Mr. Noeimi explained that the TRANSPAC Technical Advisory Commission (TAC) had met at a special meeting on June 4, and a regular meeting on June 25, and had reached agreement on the list of projects, which he presented at this time. He advised that there was one change from what the TAC had discussed related only to the description of Highway 4.

Mr. Noeimi highlighted some of the projects on the list, and noted that the I-680/SR4 Interchange Improvements Project (Phases 4 and 5) had been moved from the Financially Constrained List to the Vision List to make room for higher priority projects such as Highway 4 Operational Improvements. He expressed his appreciation for the input from the members of the TAC, and reported that the project list required submittal to the CCTA Board no later than July 24, 2015 because the CCTA would need to send the list to MTC where all projects would be entered into the MTC Project List.

Martin Engelmann explained that the CCTA would be looking at a number of different alternatives and evaluating them; one of the criteria was MTC's performance targets for the previous RTP. He distributed a Qualitative Project Performance Assessment Memo from the CCTA dated June 26, 2015, which had identified, evaluated, and rated the highest priority projects with cost estimates equal-to-or-greater than \$25 million.

Director Pierce thanked staff for updating the list and commented that it was exciting to see what had been accomplished in the last four years, although it was also daunting when considering the Financially Constrained List and the Vision List to see how much more had to be done and how little money was available to do what had to be done.

Director Durant agreed but noted that both the Committed List and the Financially Constrained List contained a number of complete streets projects, with a focus on bike/ped in complete streets as one element of a broader construct to make communities more walkable, and more bikeable.

The Board thanked the TAC for all its work in compiling the list.

**On motion by Director Mitchoff, seconded by Director Pierce, to approve the project list for the Regional Transportation Plan and authorized transmission of TRANSPAC's project list to the CCTA for approval. The motion carried by the following vote:**

<b>Ayes:</b>	<b>Durant, Leone, Mitchoff, Pierce, Ross, Haskew</b>
<b>Noes:</b>	<b>None</b>
<b>Abstain:</b>	<b>None</b>
<b>Absent:</b>	<b>None</b>

- 5. Transportation Expenditure Plan (TEP) Development.** The CCTA is considering placing a new transportation sales tax measure on the ballot as early as November 2016. The RTPCs are requested to submit candidate projects and programs for consideration in the development of a draft Transportation Expenditure Plan (TEP) by July 24, 2015. The TRANSPAC TAC has reviewed this request and developed a TEP proposal for the TRANSPAC Board's review and consideration.

Mr. Noeimi reported that the CCTA was considering a half cent sales tax to put on the 2016 ballot for a potential 25-year measure from 2017 to 2042, which would generate \$2.3 billion in revenue. TRANSPAC's share would be \$687 million. The CCTA had asked TRANSPAC to identify candidate projects and programs to fund out of a sales tax measure.

Ray Kuzbari presented the TAC's recommendation for a 2016 TEP, and stated the TAC had looked at Measure J capital project categories as well as program categories, and had followed the same model for the proposal for a new Expenditure Plan.

Mr. Kuzbari presented the proposed programs first, stated that the Measure J Central County programs comprised 54.7 percent of the projected revenues for that measure, while the capital project categories comprised 45.3 percent. For a new TEP following the philosophy of Measure J, essentially the same had been recommended, with 54 percent to programs and 46 percent to project categories. The only difference was an assumption that return to source would be 30 percent of the project revenue over the lifetime of the program. He explained that while the same programs had been borrowed from Measure J, there were some exceptions where titles had been changed, and where "technology upgrades" had been added.

With respect to the project categories, Mr. Kuzbari identified I-680/SR4/SR242 Corridor Congestion Relief/Traffic Smoothing, Transit Corridor Improvements, BART Parking, Access and Other Improvements, Ferry Transportation, and Major Streets: Traffic Flow, Safety, and Capacity Improvements, with proposed projects from the County, and the cities of Concord, Martinez, Pleasant Hill, and Walnut Creek.

Director Pierce expressed her appreciation for the TAC's work in developing the proposal, noted the discussions at the ad hoc committee of the CCTA dealing with an Expenditure Plan, and asked if the TAC had discussed how to define the return to source and what kinds of things would be included given the recommendation to increase the Measure J 18 percent return to source to a 30 percent return to source for a 2016 TEP.

Mr. Kuzbari explained that the TAC had discussed multimodal issues, particularly with respect to bike and ped.

Jeremy Lochirco noted that the current Measure J Expenditure Plan had a specific line item for bike/ped and paratransit, and while there had been some funding it was a small number. Because OneBayArea Grant (OBAG) and others had included a local streets component, bike/ped would automatically be included and the amount of money that could be used for bike/ped and transit facilities would be increased on top of what was typically considered for return to source.

Director Pierce noted that when speaking of complete streets, a big issue was the potential to be able to include the clean water traps in storm drains. She asked if that had been considered as part of the discussion.

In response, Mr. Lochirco noted that the current Expenditure Plan had a number of definitions beyond the titles. He suggested that could be added as part of TRANSPAC's recommendation. He added that the TAC had looked at ways to make the proposal more attractive to the electorate.

Lynn Overcashier explained that the TAC had discussed the opportunity of using return to source funds to match the Active Transportation Program (ATP) should that come up, which would be a way to leverage funds as a category for the many jurisdictions that might not have funds.

John Cunningham stated the TAC had mentioned water quality components as a component of the maintenance dollars. He referenced discussions at the County Board of Supervisors with respect to the Countywide Transportation Plan (CTP) and the assumption that water quality components during street rehabilitation would be included as a project cost.

Director Mitchoff commented that the public had an expectation that jurisdictions would be efficient and would need to find a way to create that nexus.

Anne Muzzini stated that County Connection had asked the TAC for more funding than had been allocated to County Connection on a Bus Expenditure Plan. She wanted to be on record of identifying the need to have every 15-minute frequency runs into the major BART stations on arterials.

Deidre Heitman concurred and supported additional funding for bus service to BART. She also went on record that BART had requested a large amount for the TRANSPAC area for system needs, but more importantly that BART had requested \$85 million to make station improvements at Central County stations which included safety, security, lighting, security cameras, parking, a small police facility in Concord, and a desire to expand the paid areas. BART emphasized the importance of making those changes in order to safely handle the expected record ridership. She stated the \$10 million put aside by the TAC was less than what BART had received in 2004, and over the life of the measure BART would only be able to do small bike and sign projects and nothing of significance. As such, BART was disappointed with its proposed allocation.

Director Leone suggested that County Connection could ask for more money, or for a longer period of time.

Director Pierce suggested the term of the measure would be part of the discussion.

Director Mitchoff reiterated what she had stated in the past, that the County, as a partner, still had concerns about moving forward given other priorities for the County. While she would support the TEP, she reminded those assembled that there would be other measures from BART, the CCTA, the County, and other jurisdictions, which either had measures in place or which were considering other measures. She recommended some strategic planning given the concern on the timing; not the need, but the timing of a measure and how it would move forward.

Director Leone recognized the County's need for more money just like all the other jurisdictions, although he suggested it would be to the County's benefit to defer a measure until 2018 given the public sentiment.

Director Mitchoff stated that the County was evaluating the issues and if going to the ballot it would be on a safety basis and the reopening of fire stations, among other issues.

In response to Edi Birsan as to how a measure could be placed on the ballot, Director Mitchoff explained that a CCTA or a County measure would have to be approved by the County Board of Supervisors.

Ms. Heitman pointed out that the BART Board had not made a decision about a ballot measure but was considering a bond, and not a sales tax. She noted, for instance, that a bond could not fund rolling stock.

Director Durant commented the fact that each jurisdiction had different priorities and different avenues to raise funds had to be considered, although all funds were public funds and all had the same problem, too much to do and not enough to do it with, and needed the support of the public to get those things done. He emphasized that all jurisdictions were exploring, looking, and evaluating, and at the end of the day each would have to demonstrate to the public that the things they wanted to fund was what was important to the public, that those asking for money had been good stewards of money already provided by the public, and there was a strategy in the plan to end the request for funds. He emphasized that the CCTA's mantra was *promises made, promises delivered*, and when the public entrusted the CCTA with its vote, the CCTA had delivered and those funds had been allocated amongst a number of competing priorities. He emphasized that not everyone would be pleased but there was a need to identify the funds available, the maintenance of limited funds available, and the importance of collaborating and cooperating to produce projects from the available funds. While everyone supported each component of the TAC proposal, he stated the case had to be made for each on an ongoing basis, taking into account a number of different factors.

Director Ross suggested the future would be bleak for all agencies in any realm given the need for funds, the constraints on funds given pensions and other obligations, and the availability of funds which would become smaller and smaller over time. As such, the voters would be besieged with requests and would become weary and the issue would come down to core needs. He suggested mobility was the primary concern, although safety was also a concern, and there would be a selective prioritization by voters on what they would determine to fund. He suggested going for as much as possible for as long as possible, and emphasized the need to make a good case.

Ms. Overcashier stated the TAC had decided to keep things as general as possible in the programmatic categories, although that did not mean that those making the decision could not include such things as electric infrastructure under the technology categories or the commute alternatives. She emphasized that there was no need to be too restrictive.

Director Mitchoff suggested there should be a conversation of changing the funding percentage with a greater percentage to programs than to projects.

Director Pierce noted that all the programs had to have infrastructure to operate and some critical infrastructure projects had been identified as being essential for buses or any other mode of transportation. She suggested there was a good balance and noted that the CCTA would perform that balancing act. She emphasized that this was the first cut and by the time the draft final was adopted in November, there would be some refinements in the process of balancing countywide.



In response to Director Leone as to whether or not the TAC recommended proposal was consistent with the other RTPCs, Director Durant explained that each area had flexibility and the process recognized that diversity.

Director Durant noted with respect to new technology that maintaining the infrastructure helped to keep up mobility given other modes of transportation such as Uber and Ride Share. He stated they could not afford to recognize that the local streets would still bear the burden of the need for mobility.

Director Ross suggested that as the disruptive transit options came to be, Uber and Lyft would get more ingrained and the big old school public infrastructure might not be supported. He emphasized the need to go big and go now before there was a big public shift.

Cynthia Armour, Bike East Bay, suggested that complete streets projects would benefit from being specifically called out by the creation of a complete streets program category, with 10 percent of funding to fund projects, specifically by approving alternative modes, Americans with Disabilities Act (ADA) access, and traffic signals, among others, to accommodate all users. She wanted the category to be separate and distinct from bike/ped and other local streets maintenance funding categories.

Director Durant disagreed with the need for a complete streets program category since six of the 12 projects under Major Streets included complete streets and others had included components of complete streets. He did not support a new complete streets category since it was fundamentally a part of what was already being done.

Director Pierce agreed and explained that not only was complete streets being demanded by the public, complete streets was a requirement for funding when a street was redone. She also did not see the need for a separate category although she explained that the Expenditure Plan Advisory Committee (EPAC) and other modes would further discuss that issue.

Director Mitchoff emphasized the need for flexibility and agreed that complete streets had been included.

Brian Corey, Concord, suggested that was the crux of why Bike Concord was seeking a category to fund bike/ped, and expressed concern with no separate and distinct category for bike/ped.

**On motion by Director Pierce, seconded by Director Durant, to concur on the Transportation Expenditure Plan (TEP) proposal that had been recommended by the TRANSPAC Technical Advisory Commission (TAC), and authorized transmission of TRANSPAC's proposal to the CCTA for approval. The motion carried by the following vote:**

<b>Ayes:</b>	<b>Durant, Leone, Mitchoff, Pierce, Ross, Haskew</b>
<b>Noes:</b>	<b>None</b>
<b>Abstain:</b>	<b>None</b>
<b>Absent:</b>	<b>None</b>

6. **2016 State Transportation Improvement Program (STIP).** The CCTA released the Call for Projects for the 2016 STIP on May 20, 2015. Applications are due on July 17, 2015. Between \$10 million and \$20 million may be available for capital projects in FY 2019-20 and FY 2020-21. Project sponsors are requested to seek concurrence from their respective RTPCs as part of the application process. The TAC recommends that the TRANSPAC Board concur with the submittal of two applications: SR4 Operational Improvements and Contra Costa Boulevard Improvement Project (Phase 5).

CCTA will be submitting a \$5 million request for the first package of State Route 4 Operational Improvements – design phase. The first package will replace the eastbound acceleration lane or lane drop at Port Chicago Highway on-ramp to create a continuous auxiliary lane from Port Chicago Highway on-ramp to Willow Pass Road off-ramp.

The City of Pleasant Hill will submit a \$5.4 million request for the construction phase of Contra Costa Boulevard Improvement Project – Phase 5 (Viking Drive to Harriet Drive). The project will construct complete streets enhancements including a new curb/gutter, wider buffered sidewalk, buffered Class II bike lanes, extended southbound left turn lane at CCB/Taylor Boulevard intersection, new traffic signal at CCB/Taylor Boulevard intersection, a new half signal at CCB/Alan Drive, pavement rehabilitation, colored crosswalk treatment, LED street lighting, and landscaping.

Mr. Noeimi noted that while \$10 to \$20 million had been expected to have been available, there would now be no money in the 2016 STIP unless the State Legislature took action to find a way for more transportation funding. He reported that at this point, the CCTA was accepting applications and would evaluate the applications only when there was positive news. He referenced the two projects that had been submitted and expressed his hope there would ultimately be good news from the Legislature.

Director Pierce stated that the California Transportation Commission (CTC) had indicated there could be a total of \$30 million for the entire State, and unless the Legislature acted, it was unlikely a Central County project would be able to compete for that limited funding.

**On motion by Director Durant, seconded by Director Mitchoff, to concur on the State Transportation Improvement Program (STIP) projects proposed for submission and authorized transmission of TRANSPAC's project list to CCTA for approval. The motion carried by the following vote:**

<b>Ayes:</b>	<b>Durant, Leone, Mitchoff, Pierce, Ross, Haskew</b>
<b>Noes:</b>	<b>None</b>
<b>Abstain:</b>	<b>None</b>
<b>Absent:</b>	<b>None</b>

7. **511 Contra Costa Reports**

Lynn Overcashier, Program Manager, 511 Contra Costa, reported that the Streets Smarts Programs were gearing up for the fall. Staff from 511 Contra Costa was currently working on the Schoolpool Transit Incentive Program for students in schools in East County, which would start in mid-August.

## **8. TRANSPAC CCTA Representative Reports**

Director Pierce reported that the Administration and Projects Committee (APC) had met on July 2. She highlighted some of the items discussed, such as the project to move some utilities on Highway 4 to finish the interchange at the former State Route 4 Bypass by Balfour Road; bids had been advertised for the San Pablo Dam Road Interchange construction project; an advancement of funds had been approved for the City of Hercules Intermodal Transit Center; and an update had been provided by Mark Watts on the transportation session.

Director Durant reiterated that the City of Hercules Intermodal Transit Center had received the third funding round to increase bus, bike, and trail access to an intermodal station, which had now received \$90.6 million, and which was why he had emphasized that bike/ped elements were being infused into everything that was being done. The Planning Committee had released the Draft 2015 Congestion Management Plan (CMP), which would ultimately go to the MTC in October; and Growth Management Plan (GMP) Checklists had been approved for Antioch and Pleasant Hill.

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

CCTA Executive Director Randell H. Iwasaki's report dated June 17, 2015 had been included in the Board packet.

## **10. TAC Oral Reports by Jurisdiction**

Mr. Cunningham reported that the Draft Final Olympic Corridor Trail Connector Study would be submitted to the County Board of Supervisors in the near term for approval to allow staff to seek funding for implementation, and work with the cities of Walnut Creek and Lafayette for approval of funding.

## **11. Agency and Committee Reports**

The Reports had been included in the Board packet.

## **12. For the Good of the Order**

Mr. Engelmann explained that the CTP was being considered in parallel with the TEP, and a new draft of the CTP along with a recirculation of a subsequent Environmental Impact Report (EIR) would include so-called transportation investment options. He stated the model would start being run in September and it would take four months to develop the analytics that would go into the EIR.

Mr. Engelmann added that in September, the CCTA would develop the options based upon input from the RTPCs, EPAC, and other stakeholders to develop the options required by the EIR. The RTPCs and EPAC would vet those options, when developed.

Director Pierce referred to the quarterly Planning Directors Meeting scheduled for Friday, July 10 in Danville, when a legislative update would be provided, and urged all those interested to attend.

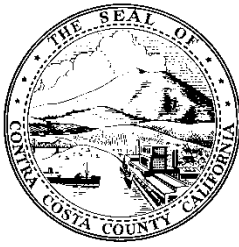
With respect to the Qualitative Project Performance Assessment, Mr. Engelmann stated the scenarios would continue to be run through MTC for the RTP and other measures that would start comparing the alternatives.

Edi Birsan reported that the City of Concord would soon sign a developer for the reuse of the Concord Naval Weapons Station (CNWS), where housing for 14,000 to 15,000 people would initially be placed in the area from Willow Pass Road to Highway 4, and where other development would be included as well. He added that the City of Concord had signed an agreement for the use of CNWS area to test autonomous vehicles.

Director Durant reported that the process for the development of a TRANSPAC Joint Powers Authority (JPA) was ongoing, and should be on line by the end of the year.


### **13. Adjournment**

The meeting was adjourned at 10:24 A.M. TRANSPAC does not meet in August. The next meeting of the Board is scheduled for September 10, 2015 at 9:00 A.M. in the City of Pleasant Hill Community Room unless otherwise determined.



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

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**TO:** Members, TRANSPAC  
**FROM:** John Cunningham, Principal Planner   
**DATE:** September 1, 2015  
**SUBJECT:** DRAFT Proposal for Program 20a Disbursement/Grant Program, and Recommendation for Fiscal Year Measure J – 20a 2015-16 Grants

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## **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 that the program funds. There is an additional program in Measure J, *20a: Additional Transportation Services for Seniors and People & Disabilities* which provides the TRANSPAC area an additional 0.5% for these types of services. Relevant excerpts from the Expenditure Plan are referenced below.

TRANSPAC is responsible for recommendations on how the Line item 20a funds are to be used. The Contra Costa Transportation Authority (CCTA) is responsible for the allocation of funds and execution of cooperative agreements with agencies approved for funding.

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 ongoing discussion regarding developing and adopting policies, priorities, and procedures for a consistent 20a grant making program. This memo is intended to move that process forward.

## **UPDATE**

This report updates the TRANSPAC Board on the following:

- **Measure J – Line 20a Grant Program: Additional Transportation Services for Seniors and People & Disabilities:** A draft Line 20a grant program proposal was reviewed and discussed by the TRANSPAC TAC in March. This report updates the Board of the TAC input on guidelines for a standardized, consistent 20a grant program and recommends next steps, and
- **Measure J – Line 20a Fiscal Year 2015-16 Grants:** Recommendations for FY 2015-16 Measure J-20a grants are included in this memo. This information was **not** discussed by the TAC but is consistent with prior year process and appropriations.

## DISCUSSION

**Measure J – Line 20a Grant Program:** As indicated above, the TAC discussed the draft proposal in the spring and provided input. The *DRAFT/Proposed Measure J – 20a Call for Project/Grant Application and Grant Report* was revised based on TAC input and is attached for TRANSPAC Board review.

Staff is requesting approval to distribute the draft document to existing recipients and broader elder service, and accessible transportation services community for review and comment.

A substantial amount of background information was included with the TAC report that is **not** included in this report for purposes of brevity. That background includes relevant program references in the Measure J Strategic Plan, Measure J Expenditure Plan, and minutes from previous TAC and TRANSPAC Board meetings that discussed the future of the 20a Program. That report, and the background information, is available here:

<http://transpac.us/wp-content/uploads/2015/03/TRANSPAC-TAC-AGENDA-PACKET-FOR-03-26-15-MEETING.pdf#page=11>

The TAC was provided a draft grant application for review as well as a summary of previous TAC and Board discussions regarding the development of a 20a policy. The previous discussions were distilled in to the principles below:

- Process and standards for evaluating existing grant recipients should be developed: 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.

The minutes from the recent TAC meeting are attached, their input is reflected in the attached draft material, and their input is summarized below:

- **Flexibility:** The TAC expressed the need for flexibility in the program. Adoption of criteria and a standard process is important but the TAC didn't want to unnecessarily constrain the program.

- **Grant Duration:** Potential grant cycle duration was discussed. One year and two year cycles were considered with no opposition to a two year cycle.
- **Grant Criteria:** The discussion included requirements for reporting, and cooperation with mobility management/coordination. The outcome of the discussions are included in the draft grant material.
- **Mobility Management:** Whether or not mobility management should be an eligible expenditure was discussed with the TAC. The consensus was that it **should** be eligible given the potential for costs savings. This support is consistent with language in the Measure J Expenditure Plan which supports mobility management activities<sup>1</sup>. Any contribution to a countywide mobility management program should be made on pro-rata basis.
- **Grant Solicitation:** The TAC expressed the need to “cast a broad net” both in soliciting proposals and input on the draft program.
- **Funding Assumptions:** CCTA staff provided corrections/updates to funding assumptions. (still being reviewed/implemented by staff)
- **Prioritization:** The TAC discussed potential prioritization or scoring criteria for a future program. The proposal is to review the responses to the draft grant application being distributed and discuss prioritization at that time.

**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.

The TAC reviewed both the assumptions in the table and footnotes and the formulas. The spreadsheet with accessible formulas is available online, I can 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.

Regarding the holdback, the proposal to the TAC was to include in the budget a revenue holdback that would be retained to smooth any future revenue volatility. Again, this is reflected in the attached spreadsheet, the Board’s feedback on this concept is specifically requested.

## RECOMMENDATION

1) **RECEIVE** report on TAC progress on Line 20a program development, and **AUTHORIZE** the TAC to distribute the draft grant program to potential program applicants for review and comment.

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<sup>1</sup> Measure J Expenditure Plan: “...*Transportation for Seniors & People with Disabilities funds shall be available for...retention of a mobility manager...*”

File: Transportation > Committees > CCTA > Transpac and Transpac > 2015  
c:\users\jwcunning\dropbox\temp\20a funding\20atranspac\_9-10-15.docx

2) **APPROVE** appropriation of Measure J Line 20a to the following grant recipients consistent with prior year disbursements, **REQUEST** that CCTA update the existing coop agreements consistent with this recommendation, and **INFORM** grantees that future funds will be subject to the new grant criteria/process (pending Board approval):

Senior Helpline Services:	\$94,500
Golden Rain Foundation (Rossmoor):	\$62,883
John Muir Medical Foundation (Caring Hands):	\$50,000
Rehabilitation Services of Northern California:	\$42,560

Attachments:

- March 26, 2015 TAC Minutes
- Draft 20a Application and Program Report
- Measure J 20a Fund History
- Measure J - 20a Forecast Revenue-Cost Estimates

The following docs are available at the web link further below:

- Miscellaneous TRANSPAC Minutes
- Excerpts from Measure J Expenditure Plan
- Excerpts from Measure J Strategic Plan

<http://transpac.us/wp-content/uploads/2015/03/TRANSPAC-TAC-AGENDA-PACKET-FOR-03-26-15-MEETING.pdf#page=11>

Copy To:  
TRANSPAC TAC



When asked if the cards could be retrofit to avoid the need for an attendant, Mr. Beroldo suggested that would be a great Measure J project, using the BART machines to dispense some of the other ticket types. He noted that BART had opened a bike station at Ashby years ago and had done an intercept survey to find out why the facility was not being used. BART had found that non-use related to a misconception about the complication of getting a Bike Link card and the type of membership involved. The facility at Ashby was now filled. He acknowledged the need to get the cards out and make them easy to get. He also acknowledged the acceptance over the last year of bikes on board BART, primarily for those who did not want to leave their bike at the station and who had a use for it at the other end of their trip.

Mr. Beroldo summarized the educational component of how to bring bikes on trains, how to maneuver them to make bike access work better for everyone, notify the public that there were bike spaces on all BART cars, new signage and the like to have bicyclists follow the proper etiquette, as well as the issue of using the Bike Link card, the theft prevention outreach, and the attempt to get people to lock their bikes safely at BART stations.

When asked by Mr. Lochirco about the parking revenues and feeding those revenues back into the local community, Ms. Heitman stated that last year's budget had looked at \$750,000 for parking revenues, which had been used for three specific access projects. She reported that the amount of parking revenues from Contra Costa County had been used for a project in Orinda. She also explained that the C-Line analysis presented some time ago to the TAC had not yet gone back to the Board, and had not been released publicly.

Mr. Beroldo added that the design work was through the parking revenue which gave him the flexibility for design matches.

Mr. Lochirco asked for an update on the C-Line analysis.

Mr. Beroldo reiterated that the Concord facility was at the 35 percent design stage, expected to be at the 100 percent design stage in three to four months; the Pleasant Hill project would move more quickly because it was a retail space to be leased, he was negotiating a lease and would have to take it back to the Board for approval, which could be on line in six months if the lease moved along quickly.

Lynn Overcashier asked for items to post given the upcoming Bike to Work Day.

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. 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.

John Cunningham presented information for the Line 20a (Additional Transportation Services for Seniors and People & Disabilities) discussion necessary to create and adopt a program complete with a schedule and principles.

Mr. Cunningham referred to the long history of discussions over Line 20a funds and the information included in the packet. He sought feedback on whether he had missed anything and with the assumptions he had made.

Mr. Kuzbari thanked Mr. Cunningham for all the work. He liked the revenue cost estimates, and concurred with it and with the caveat of flexibility to be able to exceed the amount if one of the TRANSPAC members needed money on an urgent basis. He suggested what the TAC was doing now was probably not bad and would be viable if remaining on the path shown.

Peter Engel verified the figures given the recently completed 2016 projections for Measure J, currently conservatively estimated at \$82.4 million overall, which the allocations would be based on.

Mr. Lochirco noted that each year a certain fixed amount of \$350,000 to 400,000 had been placed into the cumulative pot, and he asked if the proposal was to allocate on an annual basis to eligible candidates or if there could be a two-year Call for Projects, through the TAC, with a recommendation to the TRANSPAC Board, and then on to the CCTA. He suggested there would then be more certainty for non-profits trying to leverage their private funding with public funding.

Mr. Cunningham supported a two-year cycle through the TAC with a recommendation to the Board, or potentially also through a subcommittee of the TAC, and asked if there was a desire to seek out applicants through a Call for Projects. He saw the program as antithetical to other government programs in that once a provider was funded there was a certain obligation to ensure continuity of funding. He urged caution with the grantees and urged the development of criteria, asking the TAC to work on a set of criteria. He expressed the willingness to draft a set of criteria, asked if the intent was for public entities to compete with non-profits, and referenced the prior conversations related to prioritization where some entities might need to be secured prior to opening up the process to others.

Mr. Engel supported a two-year cycle and noted that if adding current fiscal year 2016 there would be \$1.4 million. He explained that the Metropolitan Transportation Commission (MTC) had worked hard on the mobility management issue, which was starting to happen. He would require that whoever received allocations would have to coordinate with the other agencies to make sure that the whole gamut was being filled. All the services were very important and there was a need to find a way to fund them all and take the pressure off the most expensive services, which was County Connection Paratransit Senior Services. The idea was to get everyone working together and in order to be eligible to receive Line 20a funds recipients would have to coordinate with the other available services.

Ms. Overcashier expressed concern that the same recipients were involved, which did not mean there weren't other very worthwhile programs. She noted that Senior Helpline Services, for instance, served 19 people, and when the Mobility Management Program moved forward she suggested there could be dozens of others providing similar services that should be considered beyond what was currently known.

Peter Engel cautioned that it was not the service itself but being able to provide the service that would also include training, vehicle maintenance, volunteers, and the like.

Mr. Lochirco suggested that if establishing criteria the net should be cast wide enough so that they were not just providing funding for the same two programs. He explained that travel training and the educational component was very important, especially providing services to the senior community at their level. Given that the Measure J line item was very broad, the TAC would have to determine the best way to use the monies so that the senior population would be getting the most use.

Mr. Engel suggested bringing in some of the groups to identify their needs.

Mr. Lochirco referred to projects in Walnut Creek that were 100 percent dedicated affordable housing projects for seniors that provided their own services, which would be a good example of a situation with a low-income senior population that needed to get from Point A to Point B, and what had to be done to get that program to work. He wanted to continue the dialogue.

Mr. Tucker recommended a subcommittee of three people to discuss those issues. Acknowledging that Walnut Creek had a senior program, he stated that Martinez wanted to develop one as well.

Mr. Cunningham stated that he would compile those comments and send them out to TAC members, and include Peter Engel as a member of the committee. He asked if Senior Helpline Services had a travel training component and was advised by Mr. Engel that it did although it was more about people with cognitive disabilities, travel training for physical disabilities and others, being done by Futures Explored. In West County they were partnering with the Center for Independent Living in Berkeley.

## **7. Adjournment**

The meeting was adjourned at 10:30 A.M. The next meeting of the TAC is scheduled for April 23, 2015 at 9:00 A.M. in the City of Pleasant Hill Community Room unless otherwise determined.

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 - 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	<a href="http://www.ccta.net/about/download/530b8df68684b.pdf">http://www.ccta.net/about/download/530b8df68684b.pdf</a>							
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	<a href="http://www.ccta.net/about/download/5297b121d5964.pdf">http://www.ccta.net/about/download/5297b121d5964.pdf</a>							
34	[3] Annual grant <b>assumption</b> 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 <b>assumes</b> 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	<b>Notes:</b>							
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.							

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

<b>Fiscal Year</b> July 1 - June 30	<b>Nominal Growth Rate</b>	<b>Measure J Revenues</b> ( \$ 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
<b>MEASURE J TOTAL</b>		<b>\$</b>	<b>2,710,667</b>

**Draft**

**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:**

The final grant application will include ranking using the following 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](mailto: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](mailto: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 first and second year grantees are awarded subsequent funding, the reporting requirements is ~~{annually?biannually?}~~reduced to annual (contingent upon no identified issues in prior reports).

**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 <sup>1</sup>		Date
<u>If <del>is</del> this a request for continuing or expanding existing service funded by 20a? If <del>then</del> provide: the date of first disbursement, and prior year reports.</u>		
Service area boundaries		
Days and hours of operation		
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)		

<sup>1</sup> 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.

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	
<u>Coordination: Describe any efforts to coordinate services or other resources with other transportation providers or mobility management.</u>	
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	
<b>Capital Projects: Description of related capital project(s) for which funding is sought:</b>	
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	
<b>MAP OF SERVICE AREA</b>	
Describe AND attach 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)	

TRANSPAC 20A Grant Report <sup>2</sup>	
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 <del>[TAC to Discuss]</del>	
<ol style="list-style-type: none"> <li>1. <b>Summary of activities/services/impact made possible by grant funds:</b> <u>Comprehensive information should be provided that is understandable and informative to both the general public and policymakers.</u></li> <li>2. <b>Cost Per Trip:</b> <u>Cost per trip should include current grant activities and as well as any past grant activities. Due to the diversity in grant recipients, programs, and client characteristics, this information will largely be used to track internal trip efficiency. This as opposed to comparing different recipients which may not be accurate or relevant.</u></li> <li>3. Estimated Cost Savings per Trip Relative to LINK:</li> <li>4. Trip Characteristics: <ol style="list-style-type: none"> <li>a. <u>Describe the provision of any services that are Above</u> and beyond ADA requirements?</li> <li>b. Are trips eligible for ADA paratransit? Provide</li> <li>c. # of shared trips</li> <li>d. Common Destinations</li> <li>e. Day/Time trip breakdown: Mon-Friday? AM? PM? Weekends?</li> <li>f. Trip Geography: Do trips cross transit service areas? RTPC boundaries?</li> </ol> </li> <li>5. Program Characteristics: <ol style="list-style-type: none"> <li>a. Current capacity</li> <li>b. Waitlist status and/or other program needs, barriers, etc.</li> <li>c. Fleet description</li> <li>d. Driver training description</li> </ol> </li> <li>6. First and Second Year Grantees, please attach drivers log or other substantiation of trips/routes. Subsequent year grantees must retain records for # years.</li> <li>7. Please attach documentation of capital purchases.</li> <li>7-8. <u>Please describe any coordination activities with other transportation providers or mobility</u></li> </ol>	

<sup>2</sup> To be filed as follows: First and Second Year Grantees must file quarterly. Subsequent year grantees to file reports ~~annually?biannually?~~annually contingent upon prior reports having no identified issues.

management function.

Describe the benefit of the proposed services to the public and or the public transportation system	
<b>Capital Projects: Description of related capital project(s) for which funding is sought:</b>	
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	
<b>MAP OF SERVICE AREA</b>	
Describe AND attach 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)	

TRANSPAC 20A Grant Report <sup>2</sup>	
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 ▾	
<ol style="list-style-type: none"> <li>1. <b>Summary of activities/services/impact made possible by grant funds:</b> <u>Comprehensive information should be provided that is understandable and informative to both the general public and policymakers.</u></li> <li>2. <b>Cost Per Trip:</b> <u>Cost per trip should include current grant activities and as well as any past grant activities. Due to the diversity in grant recipients, programs, and client characteristics, this information will largely be used to track internal trip efficiency. This as opposed to comparing different recipients which may not be accurate or relevant.</u></li> <li>3. Estimated Cost Savings per Trip Relative to LINK:</li> <li>4. Trip Characteristics: <ol style="list-style-type: none"> <li>a. <u>Describe the provision of any services that are above and beyond ADA requirements?</u></li> <li>b. Are trips eligible for ADA paratransit? Provide</li> <li>c. # of shared trips</li> <li>d. Common Destinations</li> <li>e. Day/Time trip breakdown: Mon-Friday? AM? PM? Weekends?</li> <li>f. Trip Geography: Do trips cross transit service areas? RTPC boundaries?</li> </ol> </li> <li>5. Program Characteristics: <ol style="list-style-type: none"> <li>a. Current capacity</li> <li>b. Waitlist status and/or other program needs, barriers, etc.</li> <li>c. Fleet description</li> <li>d. Driver training description</li> </ol> </li> <li>6. First and Second Year Grantees, please attach drivers log or other substantiation of trips/routes. Subsequent year grantees must retain records for # years.</li> <li>7. Please attach documentation of capital purchases.</li> <li>8. <u>Please describe any coordination activities with other transportation providers or mobility</u></li> </ol>	

<sup>2</sup> To be filed as follows: First and Second Year Grantees must file quarterly. Subsequent year grantees to file reports annually contingent upon prior reports having no identified issues.



management function.



**TO: TRANSPAC**

**FROM: Lynn Overcashier, Central/East 511 Contra Costa Program Manager**

**DATE: September 10, 2015**


**RE: 511 CC Program Update, June-September 2015**

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It has been a busy summer for the 511 CC staff, both in terms of implementing seasonal projects and finalizing program development for the future. Program activities include:

1. The 2015 Summer Youth Pass is a collaborative effort of Tri Delta transit, WestCAT and 511 CC to provide a simple wrist band for youth under age 18 for unlimited free transit rides during the summer. 511 CC provides \$10 off the cost of the \$60 passes. In its second year, this effort encourages more youth to ride the bus during the summer instead of being driven to activities. Several hundred discounted passes were distributed as part of this successful promotion.
2. The Street Smarts middle school program has been revamped based on school administrator feedback. Instead of a 3 day program, an assembly format has been developed which features a professional BMX flatland bicyclist who performs for the students with an emphasis on important bicycle safety tips. Three assemblies have already been completed, with excellent reviews.



3.  Discover and Go is a summer/fall (August-October) campaign of the Contra Costa Libraries to promote transit access to many museums and other venues for Contra Costa library members. 511 CC provides free \$10 value BART tickets in support of this promotion, now in its third year. To date this summer, 560 tickets have been distributed to Contra Costa residents to encourage public transportation to access these venues. This campaign is promoted by the libraries and 511 CC's MTC summer intern has been fulfilling the ticket requests.
4. Supervisor Glover's Summer Youth Summit was held in Pittsburg and 511 CC provided 250 free Tri Delta and WestCAT unlimited-ride summer youth passes as well as free County Connection passes to encourage students to take transit more often.



## FREE VALET BIKE PARKING

5. The Bike Valet service at the Pleasant Hill farmers' market has been very well received and appreciated. It is another 511 CC supportive service for which there is great demand at many special events.
6. Summer Bike Challenge was a summer-long family bike-riding promotion to encourage Pleasant Hill families and youth to explore their community by bicycle this summer. Venues included local eateries downtown, public parks and pool venues. Many families participated and staff is exploring opportunities to expand the program next year.
7. Staff is coordinating marketing and outreach efforts with the real time rideshare company Carma and other local 511 CC offices to support CCTA's real time ridesharing program along I-80 and throughout Contra Costa. This campaign will be rolled out later this fall to encourage a reduction in vehicle miles traveled by offering a Million Mile Challenge to commuters. More details about the challenge will be provided when the campaign is officially launched.
8. SchoolPool, the fall student transit pass program is underway, with free ticket distribution ahead of last year's total. The MTC summer intern has been a great help in tracking data and distributing tickets to students.
9. Staff worked this summer with city staff and Electric Vehicle charging providers to identify ideal locations for additional fast fuel and Level II charging station locations in central and east County.
10. FYI: National Drive Electric Week is September 12-20, 2015 and is dedicated to increasing awareness of the electric vehicle movement around the nation.



CONTRA COSTA  
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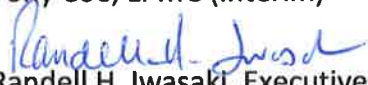
Kevin Romick

Don Tatzin

Robert Taylor

## MEMORANDUM

To: Anita Tucci-Smith, TRANSPAC  
Andy Dillard, SWAT  
Jamar Stamps, TRANSPLAN, TVTC  
John Nemeth, WCCTAC  
Tony Coe, LPMC (Interim)

From:   
Randell H. Iwasaki, Executive Director

Date: July 16, 2015

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

At its July 15, 2015 meeting, the Authority discussed the following item which may be of interest to the Regional Transportation Planning Committees:

- 1. Release of the Draft 2015 Congestion Management Program (CMP).** As the Congestion Management Agency (CMA) for Contra Costa County, the Authority is responsible for preparing a CMP and updating it every other year. The Authority adopted its first CMP in 1991 and the 2015 CMP will be the Authority's twelfth. Based on the scope approved by the TCC in April, staff has prepared a draft 2015 CMP for circulation, review and comment by Regional Transportation Planning Committees (RTPCs), Technical Advisory Committees (TACs), adjacent CMAs, and other interested parties. Comments will be incorporated into a second draft CMP to be forwarded to the Metropolitan Transportation Commission (MTC) in October. *The Authority approved the release of the draft 2015 CMP to the RTPCs and other interested parties for review and comment.*

Randell H. Iwasaki,  
Executive Director

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

# **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

July 10, 2015

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

Re: Status Letter for TRANSPAC Meeting – July 9, 2015

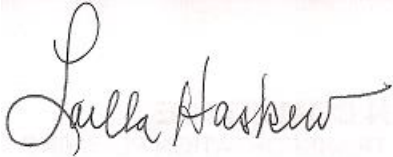
Dear Mr. Iwasaki:

At its meeting on July 9, 2015, TRANSPAC took the following actions that may be of interest to the Transportation Authority:

1. Authorized transmission of a 2017 Regional Transportation Plan (RTP) Project List to the Contra Costa Transportation Authority (CCTA) for approval.
2. Approved a Transportation Expenditure Plan (TEP) proposal for consideration in a potential new transportation sales tax measure on the ballot as early as November 2016.
3. Submitted two applications; State Route 4 Operational Improvements, and Contra Costa Boulevard Improvement Project (Phase 5), for 2016 State Transportation Improvement Program (STIP) funds should they become available.
4. Received 511 Contra Costa update from Lynn Overcashier, Program Manager, 511 Contra Costa.

TRANSPAC hopes that this information is useful to you.

Sincerely,



Loella Haskew  
TRANSPAC Chair

cc: TRANSPAC Representatives; TRANSPAC TAC and staff  
Martin Engelmann, Hisham Noeimi, Brad Beck (CCTA)  
Jamar I. Stamps, TRANSPLAN; Robert Taylor, Chair, TRANSPLAN  
Andy Dillard, SWAT; Don Tatzin, Chair, SWAT  
John Nemeth, WCCTAC; Janet Abelson, Chair, WCCTAC  
Danice Rosenbohm, CCTA  
June Catalano, Diane Miguel (City of Pleasant Hill)

# TRANSPLAN COMMITTEE

## EAST COUNTY TRANSPORTATION PLANNING

Antioch • Brentwood • Oakley • Pittsburg • Contra Costa County  
30 Muir Road, Martinez, CA 94553

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July 10, 2015

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

Dear Mr. Iwasaki:

This correspondence reports on the actions and discussions during the TRANSPLAN Committee meeting on July 9, 2015.

**APPROVE the East County 2017 Draft Regional Transportation Plan ("RTP") project list.** TRANSPLAN staff delivered a presentation on the TRANSPLAN Technical Advisory Committee's ("TAC") DRAFT RTP project lists. The TRANSPLAN Committee ("Committee") upheld the TAC's recommendation unanimously approving the DRAFT RTP project lists and authorized TRANSPLAN staff to forward the DRAFT RTP project lists to CCTA for consideration.

**APPROVE Draft East County Transportation Expenditure Plan ("TEP").** TRANSPLAN staff delivered a presentation on the TRANSPLAN TAC's DRAFT TEP for East County. The Committee made specific changes to the projected capital and program funding allocations. Following the discussion, the Committee upheld the TAC's recommendation unanimously approving the DRAFT TEP, with changes, and authorized TRANSPLAN staff to forward the DRAFT TEP to CCTA for consideration.

The next regularly scheduled TRANSPLAN Committee meeting will be on Thursday, August 13, 2015 at 6:30 p.m. at the Tri Delta Transit offices in Antioch.

Sincerely,



Jamar Stamps, TRANSPLAN Staff

c: TRANSPLAN Committee	D. Rosenbohm, CCTA
A. Dillard, SWAT/TVTC	J. Townsend, EBRPD
A. Tucci-Smith, TRANSPAC	D. Dennis, ECCRFFA
J. Nemeth, WCCTAC	



# SWAT

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

July 28, 2015

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

Dear Mr. Iwasaki:

At the July 16, 2015 Southwest Area Transportation Committee (SWAT), meeting SWAT approved a Memorandum of Understanding (MOU) with the City of San Ramon for SWAT administrative services effective July 1, 2015 through June 30, 2016.

Lisa Bobadilla, Transportation Division Manager, City of San Ramon will assume the role of SWAT Administrative Coordinator. Effective immediately, all Transportation Authority/Regional Transportation Planning Committee (RTPC) correspondence should be directed to:

Lisa Bobadilla  
City of San Ramon/SWAT Administrative Services  
2401 Crow Canyon Road  
San Ramon, CA 94583  
Email: [lbobadilla@sanramon.ca.gov](mailto:lbobadilla@sanramon.ca.gov)  
Phone: (925) 973-2651

If you have any questions or would like additional information on this matter please feel free to contact me directly.

Sincerely,

A handwritten signature in black ink, appearing to read "Lisa Bobadilla", is written over a horizontal line.

Lisa Bobadilla  
SWAT Administrative Services

cc: SWAT  
SWAT TAC  
Jamar Stamps, TRANSPAN/TVTC; John Nemeth, WCCTAC, Anita Tucci-Smith, TRANSPAC,  
Danice Rosehbohm, CCTA, Martin Englemann, CCTA