

**TRANSPAC TAC MEETING NOTICE AND AGENDA**  
**THURSDAY, DECEMBER 15, 2016**

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

**in the **SMALL** COMMUNITY ROOM at City of Pleasant Hill City Hall**  
**100 GREGORY LANE**  
**PLEASANT HILL**

**1. Review/Revise Accept/Minutes of the July 28, 2016 Meeting**

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

**Attachment:** TAC minutes from the July 28, 2016 meeting.

- 2. Recommend Appointments to Countywide Bicycle and Pedestrian Advisory Committee.** TRANSPAC is represented on the CCTA's Countywide Bicycle and Pedestrian Advisory Committee (CBPAC) by one TRANSPAC staff representative (and alternate) and one citizen representative. Jeremy Lochirco is currently the TRANSPAC representative and Corinne Dutra-Roberts is the alternate. David Favello was appointed as the TRANSPAC citizen representative. All the appointments were for a two-year term that expires December 31, 2017. Jeremy Lochirco has indicated he will not be able to continue as the TRANSPAC staff representative to the CBPAC as of January 2017. Though the organizational relationship of the 511 Contra Costa Program with TRANSPAC has been revised, Corinne Dutra-Roberts has expressed a desire to continue to participate on the CBPAC. It is anticipated that the CBPAC will be an active committee over the next 18 months with a role in the review of Measure J Pedestrian, Bicycle, and Trail Facilities (PBTF) Program project applications and the update of the Countywide Bicycle and Pedestrian Plan. The TRANSPAC TAC is requested to recommend appointment(s) for the TRANSPAC staff (and alternate) CBPAC position for the remainder of the existing term that will expire on December 31, 2017.

**ACTION: As determined**

**Attachment:** More information to be available at the meeting.

- 3. Recommend Appointments to Technical Coordinating Committee.** TRANSPAC is represented on the CCTA's Technical Coordinating Committee (TCC) by three appointees representing the planning, engineering, and transportation disciplines. Eric Hu, Jeremy Lochirco, and Tim Tucker are currently the TRANSPAC representatives to the TCC and Ray Kuzbari the alternate for the three members.

All the appointments were for a two-year term that expires March 31, 2017. Jeremy Lochirco has indicated he will not be able to continue as a TRANSPAC representative to the TCC as of January 2017. The TRANSPAC TAC is requested to recommend an appointment to fill the TRANSPAC TCC position that has been held by Jeremy Lochirco that would be effective immediately upon the approval of the TRANSPAC Board. With the terms of all three positions (and alternate) expiring March 31, 2017, it is also recommended that the TRANSPAC TAC recommend appointments for all three TCC positions and the alternate for the next term of April 1, 2017 to March 31, 2019.

**ACTION: As determined**

Attachment: More information to be available at the meeting.

4. **Review Process for Program Recommendation for the CCTA Coordinated Call for Projects.** The CCTA released the Coordinated Call for Projects (CFP) on September 23, 2016. The CCTA Coordinated Call for Projects includes funding available through three programs: One Bay Area Grant (OBAG 2), Measure J Transportation for Livable Communities (TLC), and Measure J Pedestrian, Bicycle and Trail Facilities (PBTF). Applications for this CFP are due to the CCTA on December 9, 2016 (at 2:00 P.M.). The overall countywide funds available total about \$91.5 million and include multiple program and subregional categories. The TRANSPAC formula share of the Measure J TLC program is \$9.985 million. The TRANSPAC formula share of the Safe Routes to School (SR2S, a subcomponent of the OBAG 2 funds) program is \$1.077 million of federal Congestion Mitigation and Air Quality (CMAQ) funds. The CCTA has requested TRANSPAC to provide program recommendations for the TRANSPAC formula shares of the Measure J TLC funding and for the SR2S funding programs. The attached material includes an outline of a draft process for TRANSPAC to review and recommend programs for the two programs. The CCTA has requested TRANSPAC provide recommendations for the two programs by March 31, 2017. The CCTA is scheduled to approve the final funding programs for this CFP in June 2017. The TRANSPAC TAC will also be requested to set a meeting time(s) for January to review project applications.

**ACTION: As determined**

Attachments: CCTA Coordinated Call For Projects Schedule; Draft Process / Schedule for the TRANSPAC Review of the CCTA Coordinated CFP Programs. Additional information about the CCTA Coordinated Call for Projects is available at: <http://www.ccta.net/resources/detail/18/1>. More information to be available at the meeting.

5. **2017 Meeting Schedule**

Attachment: Meeting Schedule for 2017

6. **Committee Updates:**

- a. Technical Coordinating Committee (TCC): Meeting Scheduled December 15, 2016

- b. Countywide Bicycle & Pedestrian Advisory Committee (CBPAC): No meeting in December
- c. Paratransit Coordinating Council (PCC): No meeting in December

**7. Future Agenda Items:**

- The Action Plans will be revisited as soon as the Office of Planning and Research (OPR) issues final new CEQA Guidelines for evaluating the impacts of traffic using a Vehicle Miles Travelled (VMT) metric rather than Level of Service (LOS). Timing is uncertain and depends on OPR's schedule.
- **The Contra Costa Transportation Authority's Meeting Schedule** for Dec 2016 to March 2017 may be downloaded at:  
[http://ccta.granicus.com/MetaViewer.php?view\\_id=1&event\\_id=888&meta\\_id=25040](http://ccta.granicus.com/MetaViewer.php?view_id=1&event_id=888&meta_id=25040)

**8. Next Meeting: The discussion in Item 4 will determine the next meeting date.**

## ***TRANSPAC Technical Advisory Commission (TAC) Meeting Summary Minutes***

<b>MEETING DATE:</b>	July 28, 2016
<b>MEMBERS PRESENT:</b>	John Cunningham, Contra Costa County; Nikki Foletta, BART; Eric Hu, Pleasant Hill; Ray Kuzbari, Concord; Jeremy Lochirco, Walnut Creek; and Tim Tucker, Martinez
<b>GUESTS/PRESENTERS:</b>	Corinne Dutra-Roberts, Stantec; Peter Engel, Director, Programs, Contra Costa Transportation Authority (CCTA); Matt Todd, Gray Bowen Scott
<b>MINUTES PREPARED BY:</b>	Anita Tucci-Smith

The meeting, hosted by Tim Tucker, City of Martinez, convened at 9:06 A.M.

### **PUBLIC COMMENT**

There were no comments from the public.

#### **1. Review/Revise Accept/Minutes of the June 23, 2016 Meeting**

On motion by Eric Hu, seconded by Ray Kuzbari, and carried unanimously, the minutes from June 23, 2016 were accepted, as submitted.

- 2. Evaluate Grant Applications Received from Call for Projects for Measure J Line 20a Funding.** At its meeting on June 23, 2016, the TAC received an update on the Call for Projects along with the schedule for the receipt and evaluation of applications prior to the submittal of a recommendation to the TRANSPAC Board for approval. At its July 14, 2016 meeting, the TRANSPAC Board approved the TAC recommendations for the appropriation of funds, which included having the TAC work with Mobility Matters to answer questions about the Mobility Management proposal and return with a revised application and updated TAC recommendation to a future TRANSPAC meeting.

John Cunningham updated the TAC on the Board's approval of the five grants for Line 20a funds, and stated that all the grant requests had been approved with the exception of Mobility Matters' second grant for Mobility Management in that there was no sufficient detail in that grant application to determine how the \$200,000 requested would be used. The Board had directed the TAC to work with Elaine Welch of Mobility Matters to define the grant and bring back a revised grant to a future meeting. He advised that as soon as the additional information was available, he and Anne Muzzini would review the grants, email their recommendation to the TAC, and bring that recommendation to the TRANSPAC Board.

Mr. Cunningham added that every year for the past five years John Muir Foundation had requested a grant, and upon his checking he had learned there had been a turnover at the Foundation, which had not received the Call for Projects. Having discussed that situation with TRANSPAC Director Pierce, it had been agreed there needed to be a way to fund the John Muir Foundation through this year's grants even though the grant deadline had been missed. He verified with Mr. Engel that there was potentially \$1.5 million remaining in Line 20a funds. As a result, when the Mobility Matters grant application was submitted to the TRANSPAC Board, a grant application from the John Muir Foundation would also be submitted, with recommendations, expected at the TRANSPAC Board meeting on September 8, 2016.

**3. Discuss Changes to the 511 Contra Costa Program.** A representative from Stantec to be available to respond to questions from the TAC.

Peter Engel reported that at the last TAC meeting there had been a discussion of 511 Contra Costa. He noted that the CCTA had been asked to take in the program for TRANSPAC and TRANSPLAN, which had been done through the CCTA's Project Consultant firm Stantec. He explained that the CCTA Board had approved an amendment to the Stantec Agreement in July, and Corinne Dutra-Roberts of 511 Contra Costa had become an employee of Stantec and was in charge of the programs that had been conducted in the past. He noted that Stantec was currently undergoing a strategic planning session to determine whether there were any new programs to include, and members of the TRANSPAC TAC would be included in the development of that strategic plan. When completed, the plan would be brought to the RTPCs for review.

Corinne Dutra-Roberts reported that the annual SchoolPool Bus Program had been launched for Grades K-12 and was operating as it had in the past; the Drive Less Program had also started new as it did every year and now offered a \$25 per person incentive as opposed to the previous \$50 per person to offer a lower incentive, and applications had not decreased in comparison with last year. She reported that the Summer Bike Challenge offered three more events this year in Brentwood, Pleasant Hill, and Martinez, and this year there was more participation in the program; and the Buy One Get One Free School Public Transit Ticket offer had launched on July 1, being offered at Tri Delta Transit, County Connection, and WestCAT whereby an individual pledges to use the bus instead of driving with the incentive of buy one/get one free ticket.

Mr. Engel stated that one of the thoughts behind reducing the incentive from \$50 to \$25 was due to the emerging carpool apps that were becoming well used, and the desire was to start incentivizing people to use the applications to get more data on the use to get some average data and reduction numbers, which was part of the strategic planning process. He stated they would build a list of criteria from the app to have a list of different apps that could be used.

Ms. Dutra-Roberts added that the Street Smarts Diablo program would launch the first Elementary School Program on September 8; Mr. Beeps would be delivered to Grades K-2, and the Heads Up program for Grades 3-5 used a robotic car. The Middle School Program was being launched as was the High School Program, consistent with what had been provided in prior years.

Mr. Engel explained that logistically the 511 Contra Costa contact information did not have to be changed in that everything was the same; the 511 Offices on Contra Costa Boulevard were under lease until March 2017 and would remain open until that time. He also verified that the strategic plan would be different from the broader strategic plan to make sure they were on board with TRANSPAC and TRANSPLAN, and then WCCTAC and SWAT would do a countywide program, with performance measures associated with the different programs to get some data to see how well they were really doing.

#### **4. Car Share Options**

Jeremy Lochirco referred to the TAC's discussion at its last meeting and consideration of pursuing car share options in Central County. He referenced an approach with the CCTA to launch a series of car share pods in Central County that could benefit users and develop into a larger plan of trying to decrease the demand for parking, and efforts a couple of years ago with 511 Contra Costa as well as CCTA in trying to develop a potential pilot program to operate for a year. In that scenario, the purpose of the funding and cooperation with the CCTA was to bridge the funding gap, although the car share companies had not pursued the proposal because of the financial risks and the concern that use would not be that high. If a facility was provided, he was confident the car share options would actually be used similar to what was now being done in Oakland, Emeryville, and Berkeley. He suggested that would fit into the larger context of looking at transportation options and he suggested a car share option would be a good PDA opportunity to provide new development or existing development without having to rely on vehicle car ownership.

Mr. Lochirco stated he had a preliminary conversation with Car Share and Zip Car and strategic locations were needed around a geographic area to provide a network if wanting to use the vehicles for commuting purposes, or very short trips. He knew that the car share companies were interested if they could leverage their financial risk, and he had a conversation with Mr. Engel and there may be an opportunity for Measure J funding. The challenge for the location jurisdiction was to find a site where the pods could be located and function as host, whether public or private, and determine how it should be developed and what it would cost. He suggested it would be a great opportunity for OBAG, TLC, or other funding opportunities.

Ms. Dutra-Roberts explained that two years ago 511 Contra Costa had worked on the idea with Pleasant Hill BART and the City of Pleasant Hill. At the time, the Economic Development Director was interested in possibly working with Hyatt House using that location as a possible pod, with Pleasant Hill BART potentially being another portion of the pod at the Contra Costa Centre area. At the time, Bob Franklin at BART was interested and they were going after a grant together, and while the grant had not been granted there was still interest, and she suggested that might be a place to start.

Nikki Foletta stated that BART would be willing to cooperate on grants and would be willing to dedicate some parking spaces for a pilot program.

Mr. Lochirco noted that many of the car share companies he had communicated with advised that the host location actually had to pay a fee to the car share companies to be able to locate their facilities so that it was more than just providing space. For the City of Walnut Creek, he stated the electeds were excited with the idea although it came at a price and if they were able to launch a pilot program with support from the CCTA without having to risk each individual jurisdiction's general fund money that would help support the data to do an expansion or not. He sought a coordinated effort to pursue car share opportunities.

Ms. Dutra-Roberts added that 511 Contra Costa had spoken several times with City Car Share over the last eight years and that company was not willing to come this far out given the lack of density for it. There had been agreement that the service was needed but the timing was always a concern. In her opinion, the time was right to consider car sharing now, and added that other applications to consider were non-peak access to BART to bring more people into the service after the peak.

In response to Tim Tucker as to whether there could be a study to investigate the interest, Mr. Engel suggested approaching car share companies such as City Car Share, Zip Car, Enterprise, and others for a meeting to discuss the possibilities. He emphasized there needed to be a discussion with those firms being careful of the funds to be used, given the limited use of federal funds for instance.

Mr. Lochirco suggested the car share companies had demographics for the best location for their pods and could offer that information and then advise how to measure the interest. He noted that a Zip Car was already in Walnut Creek with a couple of pods near the BART station, although there had not been a robust expansion effort, and most people did not know that Zip Car was available in Walnut Creek. He added that some of the affordable housing developers in the County actually paid for memberships for the residents and while that might not support an entire program that would be where Measure J or CMAC could come in to leverage risk.

The TAC recommended that car share companies be invited to the TAC meeting scheduled for September 22, 2016.

## **5. Committee Updates:**

### **A. Technical Coordinating Committee (TCC): Meeting on July 21, 2016**

Mr. Lochirco presented the staff report from the TCC meeting on July 21, highlighted the report, and noted the Call for Projects for OBAG 2 and Measure J TLC funds was expected in September. The application deadline would be in January 2017 with final RTPC and/or committee selection of projects by June 2017, which would align with next year's funding cycle. The funding this cycle would go to 2022, and Contra Costa County would get \$55 million through OBAG 2 and \$39 million for TLC and PBTF. PBTF projects would get evaluated and selected by the Countywide Bike and Ped Advisory Committee, with Central County's share at \$5 or \$6 million. OBAG projects would be selected by RTPC, and TRANSPAC had the ability to capture \$11 million for Central County jurisdictions through the TLC program.

Measure J money would be released on the same schedule, and as usual there was more interest than money available and potential projects could apply for OBAG as well as TLC funds.

Eric Hu noted the intent to use this as matching funds for OBAG. At this point, he stated there was still an opportunity to incorporate comments for scoring questions or scoring criteria and he urged taking a look at it and if there were concerns or comments he or Mr. Lochirco could relate those comments to the TCC. He referenced the efforts to prioritize projects based on contact and where they were with a preference for community concern areas, not as much on engineering-related safety type projects. A pot of money was also being set aside for return to source.

**B. Countywide Bicycle & Pedestrian Advisory Committee (CBPAC): Meeting on July 25, 2016**

Mr. Lochirco reported that the CBPAC had its first meeting in almost a year and had received an update on the Pedestrian, Bicycle and Trail Facilities (PBTF) fund, and had been given an update that CCTA had selected or is recommending that Fehr & Peers update the Countywide Bike and Ped Plan, which would be started shortly. He noted that many components to the Plan would be new this time looking at a much more robust outreach approach and utilizing better technology in terms of apps for the public.

**C. Paratransit Coordinating Council (PCC): Meeting on July 18, 2016**

Mr. Engel advised that there was nothing to report at this time other than the MTC was updating the coordinated plan.

**6. Future Agenda Items**

The TAC requested that car share options be included on the TAC's agenda scheduled for September 22, 2016.

- 7. The Contra Costa Transportation Authority's Meeting Schedule** for June through September 2016 can be accessed through the following link:  
[http://ccta.granicus.com/MetaViewer.php?view\\_id=1&event\\_id=745&meta\\_id=21709](http://ccta.granicus.com/MetaViewer.php?view_id=1&event_id=745&meta_id=21709)

**8. Adjournment**

The meeting was adjourned at 9:50 A.M. The TAC does not meet during the month of August. The next meeting of the TAC, to be hosted by the City of Pleasant Hill is set for September 22, 2016 at 9:00 A.M. in the City of Pleasant Hill Community Room unless otherwise determined.



## CCTA Coordinated Call for Projects Schedule

<i>Date</i>	<i>Group</i>	<i>Subject</i>
<b>2016</b>		
December 9	Applications Due	Deadline 2:00 p.m. on 12/9/16
December 14	Authority Board	Update on application and review process
<b>2017</b>		
January 23	Countywide Bicycle and Pedestrian Committee	Initial review of project applications for PBTF funding
January–March	Regional Transportation Planning Committees	Review and recommend projects for funding through the TLC and Safe Routes to School programs
March 27	Countywide Bicycle and Pedestrian Committee	Recommend priorities for PBTF funding
May 18	Technical Coordinating Committee	Review proposed OBAG 2 / Measure J funding program
May 22	Countywide Bicycle and Pedestrian Committee	Review proposed OBAG 2 / Measure J funding program
June 7	Planning Committee	Review proposed OBAG 2 / Measure J funding program
June 21	Authority Board	Approve OBAG 2 / Measure J funding program

Draft Process / Schedule for the TRANSPAC Review of the CCTA Coordinated CFP Programs, including:

- Measure J Transportation for Livable Communities (TLC) Program, and
- Safe Routes to School (SR2S) Program

December 8	TRANSPAC Board	-Review Process / Schedule
December 15	TRANSPAC TAC	-Discuss Review Process / Schedule
January (Date(s) TBD)	TRANSPAC TAC	-Review Project Applications -Draft Program Recommendations to Board
February 9	TRANSPAC Board	-Review and Comment on Draft Program Recommendations
February 23	TRANSPAC TAC	-Review and Comment on Draft Program Recommendations  -Final Program Recommendations to Board
March 9	TRANSPAC Board	-Approve Final Program Recommendations
March 31		-Recommendations Due to CCTA

# TRANSPAC Transportation Partnership and Cooperation

## 2017 MEETING SCHEDULE

Unless otherwise notified, all meetings are held at 9:00 A.M. at Pleasant Hill City Hall, Community Room, 100 Gregory Lane, Pleasant Hill

### TRANSPAC Meetings

Second Thursday of every month or as notified. Other meetings as scheduled.

January (No meeting proposed)	July 13
February 9	August (No meeting)
March 9	September 14
April 13	October 12
May 11	November 9
June 8	December 14

### TAC Meetings

Fourth Thursday of every month or as notified. NOTE: The November and December TAC meetings are scheduled for alternate dates. Meeting location to be determined.

January 26 (As needed)	July 27
February 23	August (No meeting)
March 23	September 28
April 27	October 26
May 25	November 16 (Alternate date – location TBD)
June 22	December 21 (Alternate date – location TBD)

### TRANSPAC Backup Meetings

Held only as needed on the third Thursday of the month.

January 19	July 20
February 16	August (No meeting)
March 16	September 21
April 20	October 19
May 18	November 16
June 15	December 21

### TAC Backup Meetings

Held only as needed on the first Thursday of the month.

January 5	July 6
February 2	August (No meeting)
March 2	September 7
April 6	October 5
May 4	November 2
June 1	December 7