

TRANSPAC TAC SPECIAL MEETING NOTICE AND AGENDA
THURSDAY, JANUARY 19, 2017

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

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

1. Review/Revise Accept/Minutes of the December 15, 2016 Meeting

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

Attachment: TAC minutes from the December 15, 2016 meeting.

- 2. Recommend Appointments to Countywide Bicycle and Pedestrian Advisory Committee (CBPAC).** At its meeting on December 15, 2016, the TAC discussed TRANSPAC TAC representation to CBPAC for the two-year term that expires December 31, 2017 to replace Jeremy Lochirco who is not able to continue as the TRANSPAC staff representative. Tim Tucker volunteered to serve on the CBPAC with Andy Smith to serve as the alternate. These appointments are recommended to be brought to TRANSPAC in February. *(Continued from the December 15, 2016 TAC meeting)*

ACTION: As determined

Attachment: None

- 3. Recommend Appointments to Technical Coordinating Committee (TCC).** At its meeting on December 15, 2016, the TAC considered appointments to 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. Given that Jeremy Lochirco is not able to continue as a TRANSPAC staff representative, Andy Smith volunteered to serve on the TCC. Eric Hu, and Ray Kuzbari as the alternate, are proposed to continue in those positions. One TCC position remains and the item is continued to this meeting to consider the third appointee. 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. (*Continued from the December 15, 2016 TAC meeting*)

ACTION: As determined

Attachment: None

- 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 were due to the CCTA on December 9, 2016. 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 (SRTS, a subcomponent of the OBAG 2 funds) program is \$1.077 million of federal Congestion Mitigation and Air Quality (CMAQ) funds. CCTA has reported that Central County has submitted nine applications requesting about \$14 million of TLC funds and two SRTS applications. The CCTA has requested TRANSPAC provide program recommendations for the TRANSPAC formula shares of the Measure J TLC and the SRTS funding programs by March 31, 2017. The CCTA is anticipated to release project application material for TRANSPAC TAC review by the week of January 16. Additional information on the project applications will be compiled and provided at the TRANSPAC TAC meeting (upon the release of the applications by CCTA). The TRANSPAC TAC is requested to review the project applications and recommend a draft program. The CCTA is scheduled to approve the final funding programs for this CFP in June 2017.

ACTION: As determined

Attachments: CCTA Coordinated CFP Schedule; Process / Schedule for the TRANSPAC Review of the CCTA Coordinated CFP Programs. Summary of project applications received by CCTA: http://ccta.granicus.com/MetaViewer.php?view_id=1&clip_id=300&meta_id=25329. Additional information about the CCTA Coordinated Call for Projects is available at: http://www.ccta.net/_resources/detail/18/1. **Additional information to be provided when available.**

5. Committee Updates:

- a. Technical Coordinating Committee (TCC): January meeting cancelled, next meeting scheduled on February 16, 2017.
- b. Countywide Bicycle & Pedestrian Advisory Committee (CBPAC): Meeting scheduled on January 23, 2017

- c. Paratransit Coordinating Council (PCC): Meeting scheduled on January 23, 2017

6. 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 January to April 2017 may be downloaded at:
- http://ccta.granicus.com/MetaViewer.php?view_id=1&event_id=752&meta_id=25478

7. Next Meeting: To be determined.

TRANSPAC Technical Advisory Commission (TAC) Meeting Summary Minutes

MEETING DATE:	December 15, 2016
MEMBERS PRESENT:	Corinne Dutra-Roberts, 511 Contra Costa; Nikki Foletta, BART; Ruby Horta, County Connection; Ray Kuzbari, Concord; Jeremy Lochirco, Walnut Creek; Robert Sarmiento, Contra Costa County; Andy Smith, Walnut Creek, and Tim Tucker, Martinez
STAFF:	Matt Todd, TRANSPAC Managing Director; and Anita Tucci-Smith, TRANSPAC Clerk
GUESTS/PRESENTERS:	None
MINUTES PREPARED BY:	Anita Tucci-Smith

The meeting convened at 9:04 A.M.

Matt Todd, TRANSPAC Managing Director, introduced himself to the TAC.

PUBLIC COMMENT

There was no public comment.

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

By acclamation, the minutes were accepted as submitted.

- 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 13, 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 relation 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.

Mr. Todd described the situation related to the CBPAC and the need for a new appointment to replace outgoing member Jeremy Lochirco. He emphasized that CBPAC would be very active over the next 18 months. The TAC would make a recommendation to the TRANSPAC Board, although the Board would not meet until February 9, 2017. He explained that he had spoken with the CCTA about Corinne Dutra-Robert's position in the 511 Contra Costa Program, which was currently under the CCTA's guidance, and suggested that another alternate would need to be chosen.

Mr. Todd asked if anyone on the TAC was interested in serving on the CBPAC.

Tim Tucker expressed an interest in serving on the CBPAC instead of his current assignment on the Technical Coordinating Committee (TCC).

Eric Hu, although not present, was currently a representative on the TCC and would likely remain a member. Andy Smith volunteered to serve as a representative to the TCC.

After discussion of representatives for the CBPAC, it was determined that Tim Tucker could be the primary member and Andy Smith would be the alternate. For the TCC, Andy Smith would be a representative and Ray Kuzbari would remain as the alternate.

Given there remained one position to be filled on the TCC, Mr. Todd recommended that the discussion be continued until the January meeting. Tim Tucker stated he would temporarily continue on the TCC until another representative had been appointed.

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 are 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.

The issue of TCC representation had been considered during the discussion of the appointment to the CBPAC. As noted, the discussion was continued to the January TAC 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 (SRTS, 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 SRTS 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

Mr. Todd summarized the CCTA CFP and that TRANSPAC is being asked to evaluate the TLC portion of the CFP for Central County estimated at \$10 million, and a portion of SRTS based on population and participation at \$1 million. He explained a process that includes TAC review of applications with recommendations to the TRANSPAC Board for approval and submittal to the CCTA on March 31, 2017.

Mr. Todd referred to the material sent out for the CCTA schedule and the TRANSPAC schedule for the evaluation process, and reported that the CCTA had distributed a list of projects at its Board meeting on December 14. He proposed to set two dates for the TAC to meet in January so that it could come up with a draft recommendation to the TRANSPAC Board as to how to recommend the TLC and SRTS programs and solicit the Board's comments at its February 9, 2017 meeting. He distributed a number of handouts to assist in the process of evaluating the 76 projects that had been submitted for funding and noted that in total the projects exceeded the funding availability.

With respect to the TLC projects for funding through 2022, Mr. Todd explained that the charge was to review and recommend projects. There was \$9.58 million to program, and he sought a high level identification of how they were doing against the target versus the request. The CCTA wanted a 125 percent target, which was \$12.5 million. He noted there were options to hold back some money in reserve for larger projects or to set aside money for plans and studies.

On the discussion of the table for Projects Received: Coordinated Call for Projects, Mr. Todd sought as much detail as currently available to identify the project costs and to determine how much was oversubscribed. A preliminary review of the projects noted for the TLC and SRTS program included:

9	East Downtown Concord PDA Access & Safe Routes to Transit	Concord
10	Willow Pass Road Safe Routes to Transit Improvements	Concord
45	Contra Costa Blvd Improvement project (Viking Dr to Harriett Dr)	Pleasant Hill
62	Shadelands Multi-Modal Improvement Plan	Walnut Creek
64	Walnut Creek Transportation Demand Mgmt Strategy	Walnut Creek

65	Walnut Creek Bus Stop Access & Safety Improvements	Walnut Creek & County Connection
67	Pacheco Boulevard Pedestrian Creek Crossing	Contra Costa County
70	Iron Horse Active Transportation Corridor Study (TRANSPAC/SWAT share of \$350,000 total project cost)	Contra Costa County

One Bay Area Grant - SRTS Projects:

14	Cambridge Elementary Safe Routes to School Improvements	Concord
44	Gregory Lane/Elinora Drive Signal Installation	Pleasant Hill

Mr. Todd asked if there was a need to set aside funding for future projects.

Tim Tucker noted that the City of Martinez project 28, Ward Street Area Ped and Streetscape Project, would be a potential for a TLC type project and he would clarify whether or not that was the case.

Mr. Todd stated the option for holding money in reserve would be set aside, he did not think that money needed to be set aside for planning and studies given that they had been included in the list of projects to evaluate. Per the CCTA Guidelines, TRANSPAC had been asked to evaluate and score the projects. He noted four criteria that the CCTA had suggested as a process to evaluate projects, explained the CCTA requested the method used, and the TAC could approach this evaluation of projects in different ways.

Ray Kuzbari asked that the list be updated for the next meeting to identify total project cost and funding request, suggested it be done for all the others as well, and noted the CCTA would be able to provide that information.

As to whether there was a desire to eliminate some projects, Mr. Kuzbari noted that No. 10 was a SRTS project that could be eligible for SRTS funding.

For SRTS, Mr. Todd stated \$1.077 million was the target through 2022, and he wanted to see what the City of Pleasant Hill had submitted to determine how much had been requested. He suggested there was capacity for other projects, and suggested there was an opportunity to leverage. He wanted to use the next meeting to confirm appointments and have the applications in hand and work on a draft recommendation for the Call for Projects.

By consensus, the TAC designated Thursday, January 19 as a special meeting date to consider appointments and the CCTA's Call for Projects, with the regular meeting date of Thursday, January 26 as a second meeting in January, if needed.

5. 2017 Meeting Schedule

The 2017 Meeting Schedule had been included in the meeting packet.

6. Committee Updates:

- a. Technical Coordinating Committee (TCC): A TCC meeting had been scheduled for December 15, 2016.
- b. Countywide Bicycle & Pedestrian Advisory Committee (CBPAC). No meeting had been scheduled in December.
- c. Paratransit Coordinating Council (PCC). No meeting had been scheduled in December.

7. Future Agenda Items

There were no additional items.

8. Adjournment

The meeting was adjourned at 10:10 A.M. to the next meeting, a special meeting scheduled for Thursday, January 19, 2017.

CCTA Coordinated Call for Projects Schedule

<i>Date</i>	<i>Group</i>	<i>Subject</i>
2016		
December 9	Applications Due	Deadline 2:00 p.m. on 12/9/16
December 14	Authority Board	Update on application and review process
2017		
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

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
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 Input on Program Recommendations -Final Program Recommendations to Board
March 9	TRANSPAC Board	-Approve Final Program Recommendations
March 31		-Recommendations Due to CCTA