

TRANSPAC TAC MEETING NOTICE AND AGENDA
THURSDAY, APRIL 26, 2018

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. Minutes of the March 22, 2018 Meeting

ACTION RECOMMENDATION: Approve Minutes

Attachment: TAC minutes from the March 22, 2018 meeting.

- 2. Draft Measure J Line 20a Program of Projects (2018/2019 - 2019/2020).** The Measure J Expenditure Plan includes program 15: Transportation for Seniors & People With Disabilities. The name generally 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% (or about \$440,000 per year) for these types of services. TRANSPAC is responsible for recommendations on how the Line 20a funds are to be used. TRANSPAC approved a two-year program of projects in 2016 for the FY 2016/2017 and FY 2017/2018 period. Six sponsors have submitted a total of eight funding requests totaling about \$878,000 for the two-year period. A summary of the funding requests is included in the attached material. The TRANSPAC TAC reviewed the program and recommended a Draft Measure J Line 20a Program. The TRANSPAC Board reviewed and released the program for comment. Discussion at the TRANSPAC Board meeting focused on the Golden Rain Foundation On Demand Micro Transit application request and how the requests matched with the new funds available to be projected and the identified reserve balance. The TRANSPAC Board requested the Golden Rain Foundation provide additional information to the TAC (see attachments). The programming schedule calls for the approval of a final program in May 2018.

ACTION RECOMMENDATION: Consider revisions to the draft program and approval of a final Measure J Line 20a Program.

Attachment: Summary of Draft Line 20A Program of Projects released by the TRANSPAC Board

3. **Review Draft of the 2018 Countywide Bicycle and Pedestrian Plan.** The Contra Costa Transportation Authority (CCTA) has released the draft 2018 Countywide Bicycle and Pedestrian Plan (CBPP) for public and agency review. The Draft 2018 CBPP reflects the many changes that have occurred since the last plan in 2009. Over those last nine years, new best practices for supporting walking and bicycling have been developed, local agencies have implemented new active transportation plans, and new funding sources for active transportation have been created. The CBPP outlines the Authority's proposed strategies, priorities and actions needed to support and encourage walking and bicycling in Contra Costa. The CCTA is requesting formal comments on the CBPP by May 25, 2018. The CCTA staff will provide additional information on this item at the meeting.

Attachment(s): CCTA memo to RTPC Managers, Public Review Draft of the 2018 CBPP; The Draft CBPP is available for download at: <http://keepcontracostamoving.net/documents/>.

4. **Draft TRANSPAC Budget and Workplan for 2018/2019.** The TRANSPAC Joint Exercise of Powers Agreement (JPA) specifies that TRANSPAC shall adopt a budget that includes operational expenses and the proportional amount each agency will be required to pay. The TRANSPAC Board reviewed the Draft FY 2018/2019 TRANSPAC budget and workplan material on April 12, 2018. The material will be brought back to the TRANSPAC Board for final approval at a future meeting prior to the start of the next fiscal year.

Attachment(s):

FY 2017/2018 TRANSPAC Budget
Draft FY 2018/2019 TRANSPAC Budget
Draft FY 2018/2019 TRANSPAC Workplan
Summary of Service Contracts for Renewal
FY 2017/2018 TRANSPAC Budget Expenditure Status

5. **BART Station Access During Construction.** The Walnut Creek and Concord BART stations both have ongoing construction activity that impacts access. BART staff provided an update at the December 2017 TRANSPAC Board meeting. BART staff will provide an update on the two projects.
6. **Grant Funding Opportunities.** This agenda item is intended to provide an opportunity to review and discuss grant opportunities.

Attachment(s):

- CCTA Local Agency Funding Opportunities Summary – Updated 3/14/18 – Attached
- 2018 Climate Protection Grant Program is a competitive grant program open only to public agencies located within the Bay Area Air Quality Management District (BAAQMD). A total of \$4.5 million is available for climate protection grants with award amounts limited to between \$100,000 and \$300,000.

The program will prioritize project applications that make progress towards achieving the BAAQMD's 2030 and 2050 greenhouse gas reduction targets, while accelerating the implementation of the Air District's 2017 Clean Air Plan (CAP) and local climate protection efforts. The 2017 CAP includes accelerating the widespread adoption of electric vehicles. Under this grant program, the Air District will fund activities that foster innovative strategies with long-term impacts in reducing GHG emissions. Applications are due on May 11, 2018. Additional information is available at: <http://www.baaqmd.gov/plans-and-climate/climate-protection/local-government-support/2018-climate-protection-grant-program>

7. Committee Updates:

- a. Technical Coordinating Committee (TCC): The next meeting is May 17, 2018.
- b. Countywide Bicycle & Pedestrian Advisory Committee (CBPAC): The next meeting is May 21, 2018.
- c. Paratransit Coordinating Council (PCC): The next meeting is May 21, 2018.

8. Future Agenda Items:

- **The Contra Costa Transportation Authority's Meeting Schedule** for April 2018 to July 2018 may be downloaded at:
http://ccta.granicus.com/MetaViewer.php?view_id=1&event_id=767&meta_id=35990

9. Next Meeting: May 24, 2018

TRANSPAC Technical Advisory Commission (TAC) Meeting Summary Minutes

- MEETING DATE:** March 22, 2018
- MEMBERS PRESENT:** G. Aileen Hernandez, BART; Ruby Horta, County Connection; Eric Hu, Pleasant Hill; Abhishek Parikh, Concord; 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:** Guy Bjerke, Director of the Community Reuse Plan, Concord; Matt Kelly, Senior Transportation Planner, Contra Costa Transportation Authority (CCTA); Andrea Ouse, City of Concord; Joan Ryan, Community Reuse Planner, Concord; Kathrin Tellez, Fehr & Peers; and Elaine Welch, Mobility Matters
- MINUTES PREPARED BY:** Anita Tucci-Smith

The meeting convened at 9:02 A.M.

- 1. Consent Agenda**
 - a. Minutes of the February 22, 2018 Meeting**
 - b. Project Status Report – BART Comprehensive Wayfinding System for Central Contra Costa BART Stations (Information Item)**

The minutes were approved by consensus.

- 2. Draft Measure J Line 20a Program of Projects (2018/2019 - 2019/2020).** The Measure J Expenditure Plan includes a program, 15: Transportation for Seniors & People With Disabilities. The name generally 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% (or about \$440,000 per year) for these types of services. TRANSPAC is responsible for recommendations on how the Line 20a funds are to be used. TRANSPAC approved a two-year program of projects in 2016 for the FY 2016/2017 and FY 2017/2018 period. Six sponsors have submitted a total of eight funding requests totaling about \$878,000 for the two-year period.

A subcommittee of the TRANSPAC TAC met on March 15, 2018 to review the application material. Staff is continuing to review the application information and requesting clarification on items from project sponsors. The TRANSPAC TAC will be requested to review and recommend a Draft Measure J Line 20a Program for the TRANSPAC Board to consider. Information on the Draft Program will be available at the meeting.

Mr. Todd highlighted the requests for Line 20a Program funds; six for operations and two for capital, and reported that all requests were within the new \$880,000 projected funds, all applicants had applied previously, although two of the programs were continuing program requests with a new slant. He highlighted each of the applications, described the diverse range of services offered, verified that the applications met the established criteria of Line 20a funding, and most programs had asked for two-years of funding although one had asked for only one year of funding.

Mr. Todd reported that the review subcommittee comprised of TAC members Tim Tucker, Abhishek Parikh, and Ruby Horta had evaluated the applications. He acknowledged that TRANSPAC was the only Regional Transportation Planning Committee (RTPC) that set aside funds for senior transportation, spoke to the big reserve and that the level of reserve was a recent discussion item at the TRANSPAC Board, and stated that all applications were providing services to fill gaps. After TAC review and recommendation, a draft program would be presented to the TRANSPAC Board in April.

Project Name	Sponsor	Measure J Line 20a Request
Caring Hands Volunteer Caregivers Transportation Service	John Muir Health Foundation/ Caring Hands Volunteer Caregiver Program	\$ 100,000
Mt. Diablo Mobilizer	Choice in Aging	90,000
Green Line Route	Rossmoor	198,800
On-Demand MicroTransit Pilot Program	Rossmoor	63,400
Senior Mini Bus (includes TNC Operation Component)	City of Walnut Creek	157,000
Senior Mini Bus (Vehicle Replacement)	City of Walnut Creek	38,000
Rides for Seniors Program, Rides 4 Veterans Program	Mobility Matters	190,000
George Miller Center Transportation Project	Contra Costa ARC	41,170
TOTAL		\$ 878,370

With respect to the Mobility Matters application, it was noted that 40 percent of the non-profits budget was for the transportation program and 60 percent for the mobility management work they performed.

In response to Tim Tucker as to how much of the Mobility Matters budget was comprised of donations, Elaine Welch, Mobility Matters, reported that donations represented about \$60,000 of the budget. She had requested \$95,000 a year from TRANSPAC for Mobility Matters, which was being used to leverage other funds. Rides for seniors, temporary and permanent, were offered, along with a new Rides 4 Veterans Program. She described the one-on-one door-through-door services being offered without an age limit, and noted that since January 1, well over 50 percent of the rides were in the TRANSPAC catchment area of Contra Costa County. She added that her numbers had gone from 60 rides a week to 125 rides a week during the three-month period since January 1. In response to the comment from the Board that it was important to reevaluate the program, she advised that she could provide quarterly reports.

The Rossmoor dispatching software was discussed. It was noted that County Connection used the software for a route in the Alamo area for a shuttle that brought people to Walnut Creek BART. Ruby Horta noted that dispatch was not readily available, and with that difficulty in scheduling the rides an app would be implemented that would not require contact with dispatch. The app was designed to be similar to Uber and Lyft, a pseudo fixed route to Walnut Creek BART. For Rossmoor it would be different, more like Uber and Lyft. On the indication that Rossmoor had plans to change or eliminate some of its internal fixed routes, she commented that would be a concern for County Connection.

Mr. Tucker expressed concern for the Rossmoor application for a mobile app software and the help it would be providing to the Golden Rain Foundation, a private organization, and whether the request met the intent of Line 20a funding and was justified, particularly since that foundation had an assessment district for services. Other members of the TAC agreed and suggested there were other areas that could use the funds for senior transportation services.

Eric Hu commented that the Pleasant Hill Senior Van program would need to replace its vehicle in the near future, and Mr. Tucker explained that the Martinez Senior Program would also be identifying needs for its program in the future.

To explain why so many transportation services centered on Walnut Creek, Andy Smith reported that the City of Walnut Creek had a very large elderly population in that while the city represented 24 percent of the population of the five TRANSPAC cities, excluding the county, it represented 41 percent of the 65 or older population. He added that the population of Rossmoor alone was 9,700.

By consensus, the TAC recommended a Draft Measure J Line 20a Program for all programs, as shown, with the exception of the Rossmoor On-Demand MicroTransit Pilot Program.

With respect to the Rossmoor On-Demand MicroTransit Pilot Program, there was consensus to request more financial information prior to making a recommendation, and there was a question regarding how many trips were being taken off County Connection's Link.

The next item was taken out of agenda order.

- 4. Concord Reuse Project Status Report.** The Concord Reuse Project consists of approximately 5,000 acres of the Inland portion of the former Concord Naval Weapons Station. The City of Concord is Specific Planning 2,300 acres of development under the 2012 Reuse Area Plan. The Area Plan and its related environmental documents were adopted in 2012 and envision, over the next 30 years, the creation of 12,200 housing units (25% affordable), 6.1 million square feet of commercial space, 120 acres of Campus District, 175 acres of Tournament Sports Complex, and the restoration of Mt. Diablo Creek. The East Bay Regional Park District is planning the 2,600 acres of conservation area and regional park lands and Contra Costa County is planning the 75 acres in the old administration area as a First Responders Training Facility. City of Concord staff will provide a status report on this project including a review of the project schedule. Additional information will be available at the meeting.

Joan Ryan, Community Reuse Planner for the City of Concord, provided a brief history of the Concord Naval Weapons Station (CNWS) project, 30.5 square miles of land that was once the primary Pacific Coast ammunition port, with a tidal area that had been used since 1942, and an inland area to store munitions more safely after the 1944 Port Chicago disaster. The inland area had been vacated by the Navy in 1999 and the CNWS was closed in 2005. The tidal area is still active military. She described the process that had been undertaken since the base closure; the environmental documents that had been completed and certified; the public workshops that had been held since that time; and the plans that had evolved for housing, commercial, parks and open space. She added that the entire base had a 30- to 35-year buildout. The first phase represented a third of the overall buildout.

Kathrin Tellez, Fehr & Peers, identified the key transportation themes to create complete streets, connect the existing community and minimize the creation of cut through routes and avoid exacerbating cut through on existing routes; and minimize internal traffic concerns and create a preliminary street plan, which had required a redesign of part of the golf course, providing a more robust bicycle network that would connect to the BART station. She noted a reliance on the CCTA traffic model, calibrated to 2017 conditions, looking to the 2040 buildout scenario and looking at some model refinements, with an approach to understanding the forecast of future daily and peak hour vehicle traffic flows within the project as well as understanding the increase to off-site intersections and off-site impacts.

Ms. Ryan described the short- to long-term timeline of events expected to occur for the Environmental Impact Report (EIR) and Specific Plan to allow the commencement of Phase 1 in 2020/22 with grading and utilities, and with construction to begin in 2023 for Stage 1 of Phase 1. Phases 2 and 3 would be out 10 years each although they would overlap somewhat with the other phases.

When asked how the infrastructure would be financed, Guy Bjerke, Director of the Community Reuse Plan, stated it would be largely financed by the developer. There was no desire to have the existing community subsidize the project, which would pay for itself, although the existing community would get the advantage of using the new facilities. He explained that they were getting to the point of having an increasing amount of relevant information to provide to the jurisdictions, and intended to come to the TAC as often as necessary as either a group or with the individual jurisdictions to have the discussions and make sure that everyone was comfortable with what was being proposed. He also explained based on the work being done by Kittelson & Associates that offsite work would be done as a proportionate share.

Abhishek Parikh explained that for the Specific Plan and EIR, they would work on an agency-by-agency basis to address anything that needed to be addressed with adjacent jurisdictions. In general, there was a need to figure out how the project would impact adjacent jurisdictions.

There was a brief discussion on the potential for a higher education campus, where it would be located, and how it would impact Diablo Valley College.

3. Draft 2017 Multimodal Transportation Service Objectives. Through the Countywide Transportation Plan, the CCTA establishes performance measures and regularly monitors them to assess performance of Contra Costa's transportation system and evaluate the impacts of new development on system performance. The monitoring data informs the development and refinement of the Action Plan Multimodal Transportation Service Objectives (MTSOs) and associated actions in advance of the next Action Plan updates. The CCTA has prepared a draft report, which shows the 2017 monitoring results and describes the methodologies used. The draft report will be circulated to the Regional Transportation Planning Committees (RTPCs) for local review and comment prior to CCTA consideration for final approval. CCTA staff will provide a report on this material.

Matt Kelly presented the Draft 2017 Multimodal Transportation Service Objectives (MTSOs), the benchmarks for determining the impacts of land use decisions on the regional transportation network, explained the MTSOs were flexible, had been chosen and evaluated by the RTPCs during the Action Plan updates, and should be measurable and quantifiable. He described the types of MTSO data collected, explained that the Draft 2017 MTSOs had identified six new measures which were being monitored for evaluation by the RTPCs, identified the monitoring locations and summary, and explained that there were no immediate implications of exceeding the MTSOs.

Mr. Kelly commented that there were no new MTSOs in Central County and TRANSPAC had traditionally assigned its MTSOs at a higher level and the reported numbers were within those levels.

Mr. Kelly reported that the Action Plans would start being updated in the next year or so. He referred to the discussions last year with respect to SB 743 and the changes to CEQA, removing the LOS as a Finding of Significance, and encouraged ways to add MTSOs more in line with the new CEQA Guidelines and the spirit of SB 743, such as adding multimodal facilities, BART, or a major trunk line bus route as a route of regional significance. In that way, there would be more user experience without focusing on vehicle delay, and person throughput as opposed to vehicle throughput, as things to think about in producing the Action Plan updates. He added that CCTA staff would help take those measurements if necessary.

Mr. Kelly stated the 2040 forecast would be updated based on the data collected last year which might help frame the discussion and what to do with MTSOs this time around. There was still time for comments. The 2017 Action Plan MTSOs Monitoring would probably be adopted in June 2018.

5. **TRANSPAC Principal Office Location.** The TRANSPAC Bylaws specify that the principal office for the transaction of the business of TRANSPAC shall be located within Central Contra Costa County at a place fixed by the Board from time to time. The Board is also authorized to establish one or more subordinate offices, also within Central Contra Costa County. The office that has been in use has been located at 1676 North California Boulevard, Suite 400 in Walnut Creek. Gray Bowen Scott provides the Managing Director and maintains the principal office location. Gray Bowen Scott is moving office location to 1211 Newell Avenue, Suite 200 in Walnut Creek, and is proposed to be used for the TRANSPAC principal office starting April 1, 2018. The location in Walnut Creek would meet the bylaw requirements including the ability to store and maintain TRANSPAC records. The location is a commercial office space that is staffed during traditional office hours (i.e. Monday through Friday, 8:30 A.M. to 5:00 P.M.). This action will not affect the Managing Director contract budget or the location of the TRANSPAC Board and TRANSPAC TAC meetings. This item will be presented to the TRANSPAC Board for approval in April.

Mr. Todd reported that Gray Bowen Scott's office would be moving to 1211 Newell Avenue, Suite 200 in Walnut Creek, and there would be no changes other than the official TRANSPAC address.

6. **Grant Funding Opportunities.** This agenda item is intended to provide an opportunity to review and discuss grant opportunities. There was no discussion at this time.

Mr. Smith identified a technical assistance opportunity through the Active Transportation Resource Center, for a California Climate Investments Active Transportation Program Pilot Technical Assistance grant.

7. Committee Updates:

There were no updates.

8. Future Agenda Items:

No future agenda items were noted.

9. Adjournment

The meeting adjourned at 11:00 A.M. to the next meeting scheduled for Thursday, April 26, 2018.

DRAFT PROGRAM RECOMMENDATION

FY 2018/19 and FY 2019/20 Measure J Line 20A Program

Recommended for Approval		
<i>Project Name</i>	<i>Sponsor</i>	<i>Fund Request</i>
Caring Hands Volunteer Caregivers Transportation Service	John Muir Health Foundation / Caring Hands Volunteer Caregiver Program	\$ 100,000
Mt. Diablo Mobilizer	Choice in Aging	\$ 90,000
Green Line Route	Rossmoor	\$ 198,800
Senior Mini Bus (includes TNC Operation Component)	City of Walnut Creek	\$ 157,000
Senior Mini Bus (Vehicle Replacement)	City of Walnut Creek	\$ 38,000
Rides for Seniors Program, Rides 4 Veterans Program	Mobility Matters	\$ 190,000
George Miller Center Transportation Project	Contra Costa ARC	\$ 41,170
	TOTAL RECOMMENDED	\$ 814,970

Not Recommended

Additional information requested regarding the cost of the system, the benefit to the overall senior and disabled transportation services in the TRANSPAC, and consideration of other sources of funding

<i>Project Name</i>	<i>Sponsor</i>	<i>Fund Request</i>
On-Demand MicroTransit Pilot Program	Rossmoor	\$ 63,400
	OTHER REQUESTS	\$ 63,400
	TOTAL REQUESTED	\$ 878,370

TRANSPAC TAC Review Committee

Summary of Comments

<i>Project Name</i>	<i>Sponsor</i>	<i>Measure J Line 20A Request</i>
OPERATIONS		
Rides for Seniors Program, Rides 4 Veterans Program	Mobility Matters	\$ 190,000
<ul style="list-style-type: none"> • <i>Discussed the funding of the program in the TRANSPAC region relative to the other portions of the County</i> • <i>Discussed the programs costs to provide the trips relative to the review of requests for rides</i> 		
Green Line Route	Rossmoor	\$ 198,800
<ul style="list-style-type: none"> • <i>Review Committee discussed the priority of the subsidy provided for this service</i> 		
CAPITAL PROJECT		
On-Demand MicroTransit Pilot Program (scheduling software to facilitate a revision to how service is provided)	Rossmoor	\$ 63,400
<ul style="list-style-type: none"> • <i>Discussed the merit of the software and the potential benefits</i> • <i>Discussed the priority of the subsidy provided for this service</i> 		
GENERAL COMMENTS		
<ul style="list-style-type: none"> • <i>Discussed the ongoing support for program operations</i> 		

TRANSPAC 20A Program Summary of the 2018/2019 and 2019/2020 Cycle Program Applications		
		Agency / Transportation Program
VOLUNTEER DRIVER PROGRAMS / MOBILITY MANAGEMENT PROGRAM		
	Senior Helpline Services / Mobility Matters	
	Rides for Seniors/ Rides for Veterans	<p>Provide volunteer driver programs and mobility management services</p> <p>RIDES FOR SENIORS VOLUNTEER DRIVER PROGRAM AND RIDES FOR VETERANS VOLUNTEER DRIVER PROGRAM - Free, one-on-one, door-through-door, escorted rides provided by screened, trained, volunteer drivers using their own cars to transport otherwise homebound, ambulatory seniors and disabled veterans of any age residing at home in Contra Costa County.</p> <p>MOBILITY MANAGEMENT - Provide mobility management services that include a toll free Transportation Information & Referrals Helpline using a case management model to help match riders with providers that best meet their individual transportation needs. Publish Way To Go Contra Costa, a transportation guide, with emphasis on accessible transportation options, for all of Contra Costa County (available online). Work with emergency services and are in the process of helping create emergency evacuation plans for essentially homebound clients of CBOs in Contra Costa County through VOAD. Founded and chair Volunteers in Transportation Advocacy Link (VITAL) consisting of leaders of volunteer driver programs in the 9 Bay Area counties to support and improve volunteer driver programs. We also participate in the 9 Bay Area County Mobility Management Group to share best practices and other related information. Work with the California Highway Patrol, DMV, and others to help elderly drivers drive more safely and help them transition to non driving options when it is time. Active members of the Senior Mobility Action Council(SMAC), a workgroup of the Advisory Council on Aging , to work on improving transportation for seniors residing in Contra Costa County.</p>
VOLUNTEER DRIVER PROGRAM		
	John Muir Medical Foundation	
	Caring Hands Volunteer Caregivers	Provides free transportation to seniors over the age of 60, who still live independently, yet need assistance with transportation for them to age in place and remain in their own homes. The other transportation services provided are to those seniors who receive a regular, weekly visit from a volunteer who transports them to any number of destinations including but not limited to the doctor, pharmacy, grocery, hairdresser, shopping mall, and church in order to maintain daily living.
SHUTTLE SERVICE (FIXED ROUTE)		
	Golden Rain Foundation (Rossmoor)	
	Green Line Service	<p>Golden Rain Foundation is the non-profit property management corporation for the Rossmoor Community. The Rossmoor community is made up of approximately 6,678 homes and roughly 9,750 residents over the age of 55 with the average age at 77 years.</p> <p>The Rossmoor bus service operates 7 days a week, 365 days each year- 6:00am through 8:30pm weekdays and 8:50am through 8:30pm on weekends. The main service area is the Ross moor Valley, immediate shopping area and the south part of Walnut Creek between BART and Kaiser/Newell. Rossmoor buses provide over 110,000 rides per year.</p> <p>The Green Line bus provides hourly service Monday through Friday between 9:50am and 5:35pm to the greater Walnut Creek area, with a total of eight trips each weekday. The Green Line is a fixed route serving the senior population of Rossmoor. The bus is equipped with a wheel chair lift allowing for paratransit service to mix with regular service.</p>

POINT TO POINT SERVICE		
Rehab. Services of Northern California - Choices in Aging		
	Mt. Diablo Mobilizer	<p>Choice in Aging (formerly Rehabilitation Services of Northern California) was established in 1949 as a private, nonprofit 501(c)(3) public benefit corporation to treat children afflicted with polio. As the times changed, we now serve more than 600 people each year with disabilities, multiple chronic conditions, and Alzheimer's. As a licensed Adult Day Health Care program we have expertise in keeping frail adults living independently through a medical and social congregate care model.</p> <p>The Mt. Diablo Mobilizer offers door-through-door transportation to frail, low-income adults and adults with disabilities. The service is offered with a wheelchair accessible vehicle. The trips are provided to and from our Adult Day Health Care Programs, Monday through Friday in the morning and afternoon. Additionally, midday shopping trips are provided for low-income seniors residing in local housing facilities.</p>
POINT TO POINT SERVICE		
City of Walnut Creek		
	Walnut Creek Senior Mini Bus Program (includes new TNC component)	<p>Walnut Creek Recreation is a division of the City of Walnut Creek's Arts+ Recreation Department. Walnut Creek Recreation builds a strong community with programs that promote a healthy body, mind and spirit. Civic Park Community Center is the hub for Senior programming and home of the Walnut Creek Seniors Club. We offer drop-in classes that provide opportunities for socialization, emotional support and ongoing education. We offer a senior nutrition program. We host aging services such as HICAP counseling, Peer counseling, Tax aide, AARP driver's training, free legal aide, affordable housing counseling and care management. This Spring, we will be partnering with Meals on Wheels and the Walnut Creek Library to bring books and media materials to homebound seniors through our new "Nourishing Minds" program.</p> <p>The City of Walnut Creek Senior Mini Bus is door-to-door transportation for members of the Walnut Creek Seniors Club and participants with developmental disabilities. Rides given anywhere within the City of Walnut Creek. Most common destinations are medical appointments, trips to the grocery store and other important errands, activities and to the Civic Park Community Center, which serves as Walnut Creek's senior center. The program utilizes one seven-passenger van, operated by volunteer drivers, to transport seniors on weekdays throughout the year. During the summer and on evenings and weekends, a 15-passenger bus is used to transport participants with developmental disabilities. The 15-passenge van is operated by a hired Class B driver. These trips in the 15-passenger van are the only formal "shared trips" recorded.</p>
POINT TO POINT SERVICE		
Contra Costa ARC		
	George Miller Center Transportation Project	<p>Contra Costa ARC (Advocacy, Respect, Commitment) is a nonprofit, communitybased organization providing direct services daily to over 1000 children with special needs and adults with intellectual and other developmental disabilities (i.e. autism, cel'cbral palsy, epilepsy, and similar conditions) and their families, throughout Contra Costa County. The Contra Costa ARC mission is to enhance and enrich the lives of children with special needs and adults with intellectual and developmental disabilities. Toward that end we provide direct services and advocacy to assist those we serve in achieving their highest level of personal independence and self-sufficiency. Programs offered include Children's Services, Family Support Services, Employment Services, Community Access Services.</p> <p>The Contra Costa ARC offers door-through-door daily (Monday-Friday) service for adults with severe developmental disabilities, between their homes and the George Miller Center-Concord. Contra Costa ARC is providing services to people with more severe medical and behavioral challenges.</p>

TRANSPAC 20A Program Summary of the 2018/2019 and 2019/2020 Cycle Program Applications OPERATIONS										
		Number of Individual Users (TRANSPAC and Beyond)	Number of Individual Users (TRANSPAC Subregion)	Trips Provided (TRANSPAC and Beyond)	Trips Provided (TRANSPAC Subregion)	Estimate of ADA Eligible Trips	Estimate of Shared Trips	Annual Agency Budget	Annual TOTAL Transporation Program Cost	Annual TRANSPAC Transporation Program Cost
John Muir Medical Foundation										
	Caring Hands Volunteer Caregivers	414	312	7,980	5,880	10%	0%	\$ 567,000	\$ 357,000	\$ 262,785
Senior Helpline Services / Mobility Matters										
	Rides for Seniors/ Rides for Veterans	300	150	4,200	1,890	97%	0%	\$ 580,000	\$ 222,000	\$ 100,000
Golden Rain Foundation (Rossmoor)										
	Green Line Service *	110	110	20,000	20,000	2%	100%	\$ 16,938,000	\$ 1,135,000	\$ 142,000
Rehab. Services of Northern California - Choices in Aging										
	Mt. Diablo Mobilizer	62	62	6,000	6,000		100%	\$ 1,517,000	\$ 90,000	\$ 90,000
City of Walnut Creek										
	Walnut Creek Senior Mini Bus Program (includes new TNC component)	395	395	5,400	5,400	59%	2%	\$ 1,823,000	\$ 90,000	\$ 90,000
Contra Costa ARC										
	George Miller Center Transportation Project			7800	7800	100%	100%	\$ 19,746,000	\$ 2,764,000	\$ 56,370
TOTALS		1,281	1,029	51,380	46,970				\$ 4,658,000	\$ 741,155
* Annual TRANSPAC Transportation Program Cost is cost of Green Line Service Route										

TRANSPAC 20A Program
Summary of the 2018/2019 and 2019/2020 Cycle Program Applications

	Annual Transportation Program Cost (TRANSPAC Subregion)	Annual Measure J Cost of Transportation Service		2 Year Measure J Request	Trips Provided (TRANSPAC Subregion)	Est. Vehicle Service Hours	Hours Per Trip (Average)	Total \$'s Per Trip	Total \$'s per Vehicle Service Hour	Volunteer Driver Program	Shuttle (Fixed Route)	Point to Point Trip (individual trips (door to door / door thru door))	Point to Point Trip (shared trips (curb to curb / door to door / door thru door))
John Muir Medical Foundation													
Caring Hands Volunteer Caregivers	\$ 262,785	\$ 50,000	19%	\$ 100,000	5,880	7,740	1.32	\$ 44.69	\$ 33.95	X		X	
Senior Helpline Services / Mobility Matters													
Rides for Seniors/ Rides for Veterans	\$ 100,000	\$ 95,000	95%	\$ 190,000	1,890	2,113	1.12	\$ 52.91	\$ 47.33	X		X	
Golden Rain Foundation (Rossmoor)													
Green Line Service	\$ 142,000	\$ 99,400	70%	\$ 198,800	20,000	2,265	0.11	\$ 7.10	\$ 62.69		X		
Rehab. Services of Northern California													
Mt. Diablo Mobilizer	\$ 90,000	\$ 45,000	50%	\$ 90,000	6,000	1800	0.30	\$ 15.00	\$ 50.00			X	
City of Walnut Creek													
Walnut Creek Senior Mini Bus Program (includes new TNC component)	\$ 90,000	\$ 78,500	87%	\$ 157,000	5,400	2,340	0.43	\$ 16.67	\$ 38.46	X		X	
Contra Costa ARC													
George Miller Center Transportation Project	\$ 56,370	\$ 41,170	73%	\$ 41,170	7800	900	0.12	\$ 7.23	\$ 62.63			X	
TOTALS		\$ 409,070		\$ 776,970	46,970	17,158							
							2015/16 LINKS Costs	\$ 35.19	\$ 70.88				

**TRANSPAC 20A Program
Summary of the 2018/2019 and 2019/2020 Cycle Program
Applications**

		TOTAL Cost	TOTAL Measure J Request		
Golden Rain Foundation (Rossmoor)					
	<p>On Demand MicroTransit Pilot - Purchase Scheduling Software</p> <p>A demand-response, point-to-point transit service within Rossmoor and the neighboring Walnut Creek community. The software program would maintain use of Golden Rain Foundations current owned bus fleet, dispatch and drivers. The service maximizes ridership efficiency by booking rides with the shortest vehicle miles traveled and elevates the rider experience by reducing rider wait times and will allow frequent ridership by including Paratransit riders along with the ambulatory and disabled seniors. This method of trip booking is through a variety of technology; mobile phone application, a web browser, calling the office dispatchers or by hailing a bus in our service area.</p> <p>The on-demand software program is proposed to provide a higher level of service for residents. Residents wait time and ride time will be reduced with on demand technology. The department will be able to increase ridership and cost effectiveness by replacing unproductive fixed route service at certain times of day/week. Paratransit service is extremely costly and requires a great deal of dedicated resources.</p>	\$ 63,400	\$ 63,400	100%	<p>-Software and equipment cost</p> <p>-Purchase and contract of the software in July 2018</p> <p>- Support for a program of about \$500,000 per year budget</p> <p>- Project program for 31,500 trips per year (8,300 vehicle service hours)</p> <p>-Proposal combines existing paratransit and on demand service programs</p> <p>-Projecting an improved cost per passenger trip (and capacity) for overall program (more service, reduced wait and travel times) (current paratransit service operates at \$37 per ride)</p> <p>-Reduce from day before to day off rider scheduling</p> <p>-Included in a SRTP completed in in February 2018</p>
City of Walnut Creek					
	<p>Walnut Creek Senior Mini Bus Program Vehicle Purchase - Replacement Vehicle</p>	\$ 41,230	\$ 38,000	92%	<p>-Purchase in July 2018</p> <p>-Purchase a Kia Sol electric vehicle</p> <p>-Replacing 2007 Dodge Minivan (7 seats) (111 K miles)</p>
		TOTAL	\$ 101,400		

Mobility Matters Budget			
	Transportation		
	TRANSPAC Measure J Line 20a	\$	95,000
	Section 5310	\$	73,000
	Individual Donations	\$	30,223
	Area Agency on Aging	\$	20,000
	Businesses /Other Orgs	\$	4,000
		Subtotal	\$ 222,223
	Mobility Management		
	Section 5310	\$	250,000
	Individual Donations	\$	30,777
	Lesher Foundation	\$	30,000
	Other Foundations	\$	28,000
	Businesses/Other Orgs	\$	19,000
		Subtotal	\$ 357,777
		TOTAL	\$ 580,000

Mobility Matters
Additional Ridership Information

2017 TRANSPAC monthly average = 121 rides; Total CC Cty rides = 265 (46%)

2018 First Quarter Actual Rides Per Month :

January 2018 177 TRANSPAC/ 315 TOTAL CC Cty (56%)

February 2018 181 TRANSPAC/ 349 TOTAL CC Cty (52%)

March 2018 236 TRANSPAC/ 456 TOTAL CC Cty (52%)

From: Jeffrey Matheson
To: [Matthew Todd](#)
Cc: [Leslie Young](#)
Subject: FW: Paratransit Ridership - Rossmoor Ridership Statistics
Date: Friday, April 13, 2018 9:40:22 AM
Attachments: [20180413075804393.pdf](#)

Matt,

Thank you for all the information and for the detailed review of the proposals for the Measure J funding. The TRANSPAC committee requested some additional information regarding our operation. Below and attached please find information related to the following:

1. Golden Rain Foundation overall operating budget
2. Ongoing costs for the on demand software licensing
3. Information regarding our Paratransit service

Golden Rain Foundation Operating Budget:

Rossmoor consists of 6,676 manors and has a population just under 10,000 residents. Each manor pays a monthly coupon that supports the operation of the Golden Rain Foundation. Attached is a breakdown of each service that is funded through the monthly coupon. Amenities and services are funded based on a shared cost system. Every manor pays the same amount toward each service whether they use the service or not. The system allows Golden Rain Foundation to provide a wide range of services and amenities at a reasonable monthly cost. The overall monthly coupon for 2018 is \$211.43/manor/month. The bus operation budget totals \$1,133,270. This translates to a coupon amount of \$14.15 per manor per month. The entire community is supporting the seven day per week bus operation whether they use it or not. The residents that do utilize the service, for the most part, are our residents on fixed incomes that live in the more affordable coops in the original neighborhoods built in the early 1960s' these units and the original concept of Rossmoor was for senior affordable housing. It is important to note that Rossmoor is a private senior community however all residents are still residents of the City of Walnut Creek.

Ongoing Cost for on demand software license:

Change for our senior and disabled population can be very difficult. It is vital that we pilot the on demand service and slowly transition to full on demand service. Our plan is to pilot the service by initially using it in place of the white line (one of our least productive fixed routes), current dial a bus service, and paratransit service. We are seeking funding for the software, hardware and implementation of the on demand service. These are expenses not included in our operating or capital budget. Once we move beyond the pilot and the grant funded implementation there is an annual license fee and support fee associated with the software and service provider. The software upgrades are included in the monthly price per vehicle along with software maintenance, ongoing training, and customer support. This total annual fee of \$35,400 will be accounted for in our annual operating budget for years three and beyond. Based on an analysis completed in our SRTP we firmly believe that implementing the on demand service will improve our efficiency and increase our service capacity for the same annual operational cost, including accounting for the annual license fee. It is our full intent that the funding request for this item be a one-time request to secure the

software, hardware, and initial implementation to complete the pilot phase of the on demand service.

Information regarding our Paratransit Service:

One of the goals of the call for projects is to reduce the demand on public transit services such as LINK. Rossmoor runs a paratransit service providing rides within Rossmoor as well as to locations in Walnut Creek. This vital service allows our residents to maintain independence. This service, that is funded by the community, takes a tremendous burden off of County Connection LINK. The proposed on demand software will help us enhance the service level available to our paratransit qualified residents. By combining these rides with other requests we increase efficiency and access to more direct service. Below is a summary of our current paratransit operation.

Paratransit Ridership for 2017 – 5,453 rides (at \$36.00 per ride totaling \$196,308)

Fitness Center and Pools	36%
Clubhouses	18%
Medical Clinics	12%
Safeway/CVS	6.64%
Dialysis	5.50%
Church	5.12%
Beauty/Personal	2.0%
Walnut Creek Green Line	2.0%
Kaiser	.80%
Other	11.94%

If Rossmoor did not provide these rides – LINK would be responsible for ridership for short distance trips.

Paratransit residents who do not meet LINK requirements but require ADA transportation would depend on outside agencies: Mobility Matters, Caring Hands, Choice in Aging. These services have a much higher operating cost and limited capacity.

- + On Demand service allows for more paratransit ridership
- + Same day service for paratransit / and multiple locations
- + On Demand provides more options for selecting rides/ flexibility
- + more coordinated connections with public transit
- + less wait time for rides
- + ability to book rides by app, computer or live dispatch

If you have any additional questions please do not hesitate to ask. We would be happy to meet with the TAC or TRANSPAC to further discuss our application for funding.

Jeff Matheson
Director of Resident Services
(925) 988-7628



**GOLDEN RAIN FOUNDATION
YEAR 2017 BUDGET VS 2018 BUDGET
NET OPERATING EXPENSE BY TYPE OF SERVICE**

	2017 Budget		2018 Budget		Variance	
	Coupon Amount	Net Exp/(Income)	Coupon Amount	Net Exp/(Income)	Coupon Amount	Net Exp/(Income)
Executive	\$ 7.73	619,302	\$ 8.23	659,605	0.50	40,303
Legal & Human Resources	8.66	694,019	9.37	750,836	0.71	56,817
Accounting	7.40	593,019	7.87	630,409	0.47	37,390
Information Technology	6.01	481,442	6.24	500,011	0.23	18,569
Public Safety/Securitas	23.15	1,855,231	23.48	1,881,300	0.33	26,069
Bus Transportation	14.29	1,145,040	14.15	1,133,270	(0.14)	(11,770)
Counseling	4.68	374,838	5.02	402,163	0.34	27,325
Handyman Service	(1.16)	(92,845)	(1.13)	(90,750)	0.03	2,095
Recreation	9.34	748,792	10.16	814,026	0.82	65,234
Aquatics	7.37	590,881	7.81	625,648	0.44	34,767
Fitness Center	9.66	773,795	9.64	772,224	(0.02)	(1,571)
Golf Course	14.24	1,141,306	14.38	1,151,715	0.14	10,409
Lawn Bowling	1.70	136,622	1.75	139,848	0.05	3,226
Pro Shop	0.30	24,223	0.32	25,521	0.02	1,298
Facilities Maintenance	10.59	848,463	11.06	886,007	0.47	37,544
Vehicle Maintenance	3.56	285,010	3.55	284,423	(0.01)	(587)
Landscape Maintenance	9.87	790,812	10.03	803,219	0.16	12,407
Custodial Services	17.98	1,440,568	18.66	1,494,538	0.68	53,970
Rossmoor News	3.19	255,377	4.32	346,040	1.13	90,663
Rossmoor Channel	3.23	258,641	3.46	277,332	0.23	18,691
Unallocated/General Services	42.88	3,435,849	43.08	3,451,053	0.20	15,204
GRF Operations (1)	204.66	16,400,385	211.43	16,938,438	6.77	538,053

(1) Totals are subject to a minor rounding adjustment

TRANSPAC 20A Program
 Summary of the 2016/2017 Progress Reports

	TRIP INFORMATION					COST INFORMATION						Notes
	TRANSPAC Area Trips	Vehicle Service Hours	Hours Per Trip (Average)	Individual Trip Provided	Shuttle Vehicle	Total Cost of TRANSPAC Transportation Service	Measure J Cost of Transportation Service	Total \$'s Per Trip	Measure J \$'s Per Trip	Total \$'s per Vehicle Service Hour	Measure J \$'s per Vehicle Service Hour	
City of Walnut Creek	4,616	2,137	0.46		X	\$ 79,329	\$ 68,500	\$ 17.19	\$ 14.84	\$ 37.12	\$ 32.05	Volunteer Drivers
Senior Helpline Services / Mobility Matters	3,063	3,490	1.14	X		\$ 189,661	\$ 95,000	\$ 61.92	\$ 31.02	\$ 54.34	\$ 27.22	All trips from residents of TRANSPAC area; Volunteer Driver Program; Door through Door
Golden Rain Foundation (Rossmoor)	16,662	1,766	0.11		X	\$ 97,303	\$ 62,883	\$ 5.84	\$ 3.77	\$ 55.10	\$ 35.61	
John Muir Medical Foundation (Caring Hands)	5,860	7,685	1.31	X		\$ 257,948	\$ 50,000	\$ 44.02	\$ 8.53	\$ 33.57	\$ 6.51	Service Hours include time for rider activity; Volunteer Driver Program; Door through Door
Rehab. Services of Northern California - Choices in Aging	4,030				X	\$ 87,713	\$ 45,000	\$ 21.77	\$ 11.17			
Contra Costa ARC												Project started in October 2017
TOTAL TRIPS	50,893											
ADA LINK Service (2015/16 Data)								\$ 35.19		\$ 70.88		

Measure J Line 20a Program - Fund Estimate

TRANSPAC has \$1,072,802 of unallocated Measure J line 20a funds projected through June 30, 2018, and another \$880,000 of funds projected to become available in the following two fiscal years, resulting in a total of \$1,952,802.

It is proposed to identify the following levels of funding for the use of the projected Measure J Line 20a funds projected through June 30, 2020.

- \$880,000 of funds available for operations type projects in FY 18/19 and FY 19/20
 - Represents 2 years of new revenue
 - About \$725,000 approved for programs in last two year cycle.
 - Assuming Measure J revenue collections are not reduced, provides for a sustainable level of programming

For the remaining funds, it is proposed:

- \$500,000 for Cash Flow Reserve (represents about 110% of annual revenue)
 - Will provide “cash flow” balance to approve 2 year program cycles
 - May need to adjust in future years based on annual revenue level
 - Upon exhaustion of fund balances below, could still be used in certain circumstances to provide programming for unforeseen off cycle requests
- \$270,000 for Operations Programming Reserve (represents about 30% of new two year programming capacity)
 - Provides funds to maintain program operations funding levels in the event of an economic downturn
 - This level of funds represents the amount of the additional Contra Costa transportation sales tax revenue that would have been devoted to the Line 20a program, but was not collected, due to the economic downturn starting in FY 2007/2008
 - Could be used provide programming capacity for unforeseen off cycle requests
- \$300,000 Capital Fund
 - Propose to fund capital requests from this portion of the program funds
 - Allows for a higher level of funding to operational projects in the near future
 - Over the life of the program, capital requests have received less than 5% of overall Line 20a programming
 - Upon exhaustion of the funds, will need to evaluate, including:
 - Strategy to identify additional funds for capital projects, and/or
 - Revise programming strategy for how to address capital requests

Staff suggests reevaluating these fund levels upon completion of 2018/2019 and 2019/2020 programming cycle. At that point, TRANSPAC will have just evaluated a set of program requests and the Board may want to consider adjustments regarding unprogrammed funds and how to structure and proceed with remaining unprogrammed funds.



MEMORANDUM

Date April 4, 2018

To RTPC Managers

From Brad Beck

RE Public Review Draft of the 2018 Countywide Bicycle and Pedestrian Plan

The Contra Costa Transportation Authority has released the draft 2018 Countywide Bicycle and Pedestrian Plan (CBPP) for public and agency review. The CBPP outlines the Authority's proposed strategies, priorities and actions needed to support and encourage walking and bicycling in Contra Costa. The Authority has long supported alternatives to driving alone as an important goal, and encouraged walking and bicycling as a way to support our communities and our environment. The vision for the Authority's first Countywide Transportation Plan (CTP) included "enhanced pedestrian and bicycle facilities" and the 2000 CTP established a goal to "expand safe, convenient and affordable alternatives to the single-occupant vehicle."

The Draft 2018 CBPP reflects the many changes that have occurred since the last plan in 2009. Over those last nine years, new best practices for supporting walking and bicycling have been developed, local agencies have implemented new active transportation plans, and new funding sources for active transportation have been created. CCTA also recently adopted the 2017 Countywide Transportation Plan, which refined the Authority's overall policies and implementation program. Most importantly, public support for and understanding of the importance of walking and bicycling has continued to grow.

The Draft 2018 CBPP also reflects what we heard from the public and our agency partners in Contra Costa and the region. The Authority engaged the public through online surveys and interactive mapping, an online "town hall", and "pop-up" events throughout

the county. Authority staff also met with local staff to discuss options for updating the plan.

Respondents identified several approaches as most important, including:

- Developing a “low-stress” backbone bicycle network, that is, one that increases bicycling safety and comfort by closing gaps in the bicycle network, eliminating barriers to direct travel, and connecting key destinations;
- Conducting corridor studies that recommend appropriate, low-stress bicycle and pedestrian facilities and incorporate new best practice design guidelines (e.g., protected bikeways, bicycle and pedestrian accommodations at interchanges);
- Improving pedestrian facilities by closing gaps in sidewalks, and addressing crossing and accessibility barriers; and
- Assisting local jurisdictions with new best practice designs, funding strategies, and bicycle and pedestrian planning in the context of new Senate Bill 743 requirements.

The Draft 2018 CBPP reflects these and other approaches. It retools the Countywide Bikeway Network to focus on and support the creation of a connected backbone network of low-stress facilities. The concept of Level of Traffic Stress (LTS), which is being used more often throughout the U.S., was key in that retooling of the network. (This approach, which was developed by the Mineta Transportation Institute at San Jose State University, analyzes roads and trails to determine how stressful they are for bicyclists; each is given a rating from 1 to 4, depending on the facility scores on a number of criteria.) When fully implemented, a low-stress Countywide Bikeway Network would greatly increase comfortable access to jobs, shopping, schools, parks and transit for bicyclists. Completing this network; however, would be expensive. The CBPP, using planning-level costs, estimates that building the future facilities could take around \$1 billion (2018 dollars). Expanding the network beyond the backbone would add to that cost.

The Draft CBPP defines the Pedestrian Priority Areas using more clearly identified criteria, including density of housing or jobs, the proximity of housing and retail uses and existing street patterns.

The Draft CBPP would also add several new implementation actions, including:

- Implementing Vision Zero and systematic safety approaches
- Ensuring equity in bicycle and pedestrian investments
- Establishing project priorities
- Supporting “quick build” projects
- Considering curbside management
- Considering bicycle and pedestrian improvements as CEQA mitigation measures
- Streamlining calls for projects

The appendices reflect the evolution of bicycle and pedestrian “best practices”. They include, for example, new approaches like Class IV separated bike lanes and cycle tracks. The appendices also include more recommendations on which intersection, crosswalk and bicycle facility approaches are appropriate in which contexts.

BICYCLE AND PEDESTRIAN PROJECT COSTS

The Authority’s Comprehensive Transportation Project List (CTPL) contains 328 bicycle-pedestrian or Safe Routes to School projects with a total cost of over \$1.4 billion. These projects were identified by local jurisdictions and other agencies. The 2017 CTP; however, identified only about \$172 million available in the future for bicycle, pedestrian and safe routes to school projects and an additional \$790 million if new sources become available. This leaves a deficit of about \$433 million. We expect that, as new bicycle and pedestrian plans and corridor studies are completed, more projects will be added to the CTPL and consequently this deficit could grow.

KEY QUESTIONS

Authority staff would like to review the Draft 2018 CBPP with the RTPCs to hear their comments and suggestions. While we want to hear comments on any part of the plan, we have identified several key questions we would like your thoughts on.

- **Pedestrian Priority Areas.** The draft CBPP identifies pedestrian priority areas more precisely than the 2009 CBPP. The proposed areas were designated using several factors: forecast growth and mix of uses, local Priority Development Areas (PDAs), and an existing walkable character. Areas around schools and near high-frequency transit are also included within the PPAs (although not mapped). Are

these the areas where the Authority should give priority to funding for pedestrian improvements.

- **Low-stress Backbone Bicycle Network:** The draft CBPP identifies a network of bikeways — the Countywide Bikeway Network, or CBN — that will provide a “backbone” for the broader system of bikeways throughout Contra Costa. This network is built from the network in the 2009 plan with a few changes. The major change, however, is that the 2018 CBPP proposes that the CBN be built as a “low stress” network, that is, that all parts of the CBN are rated as LTS 1 or LTS 2, using the Mineta Institute’s “level-of-traffic-stress” methodology. Are the bikeways proposed as part of the CBN the best routes to create the backbone network? The 2018 CBPP does foresee some realignments as agencies develop the corridor plans encouraged in the plan (see below).
- **Implementing the CBPP:** The draft 2018 CBPP identifies 23 actions for the Authority to take to carry out the plan as well as actions that the Authority hopes that local, regional and State agencies will undertake. Are any actions missing? Which should the Authority carry out first? We would especially like feedback on the following proposed actions:
 - **Establish Project Priorities** – The draft CBPP identifies the completion of a safe, complete pedestrian network with PPAs and a low-stress backbone bikeway network as priorities. Should the Authority work with its partners to set more detailed priorities for use in funding decisions?
 - **Complete Street Corridor Studies** – The draft CBPP supports the development of complete street corridor studies to determine the most effective and cost effective solutions to pedestrian and bicycle access issues. The Authority has funded a similar plans and studies before. Should the Authority set aside funding specifically for complete street corridor studies? Which corridors should be studied first? Should they, consistent with Measure J’s emphasis on multi-jurisdictional planning, address multi-jurisdictional corridors first?
 - **Bicycle and Pedestrian Improvements as CEQA Mitigation Measures** – The draft 2018 CBPP proposes to identify ways that bicycle and pedestrian improvements could be used as mitigation measures, especially with the shift from delay-based CEQA analyses to VMT-based measures. Would developing a defensible method for using such improvements to mitigate impacts of projects through CEQA be useful? What concerns would you have?

RTPC Managers

April 4, 2018

Page 5

- **Best Practices** – The draft 2018 CBPP includes two appendices — the Best Practice Pedestrian Treatment Toolbox and the Best Practice Bicycle Design Guidelines — that update the best practices section of the 2009 CBPP. What is the best way to get this information out to agency staff?

The draft CBPP contains other policies and strategies that we would also like your comments on.

The draft CBPP and appendices can be downloaded from the plan website:

<http://keepcontracostamoving.net/documents/>

We would like formal comments by May 25 so that the Authority can adopt the 2018 CBPP in July. Staff will also collect any comments made during our meetings with the RTPCs.

TRANSPAC 2017-2018 BUDGET

		EXPENDITURES			
			2016-2017		2017-2018
Managing Director			\$ 127,112		\$ 135,000
Admin Support Contract - Secretary / Clerk of the Board (includes printing, postage & supplies)			\$ 68,000		\$ 65,000
Legal Services - expenses would be incurred on a time and material basis					\$ 5,000
Web Site - Maintain / Enhance					\$ 5,000
Audit Services					\$ 8,000
City of Martinez - Pacheco Transit Hub / Park & Ride Lot Maintenance					\$ 10,000
Operating Expenses			\$ 2,250		
Subtotal			\$ 197,362		\$ 228,000
Pleasant Hill City/Fiscal Administration			\$ 2,856		\$ 3,000
Subtotal			\$ 2,856		\$ 3,000
Costs subtotal			\$ 200,218		\$ 231,000
Contingency			\$ 4,004		\$ 22,733
Project Reserve - This line represents estimated carryover balance, to fund a plan/study to support future project development, funded with carryover balance funds.					\$ 220,000
Total			\$ 204,222		\$ 473,733
		REVENUES			
			2016-2017		2017-2018
2017/2018 Member Agency Contributions			\$ 204,222		\$ 229,956
Carryover Balance					\$ 243,777
Total			\$ 204,222		\$ 473,733

TRANSPAC 2017-2018 BUDGET

TRANSPAC MEMBER AGENCY CONTRIBUTION ALLOCATION FORMULA METHODOLOGY

PART A	Each jurisdiction contributes 50% of the TRANSPAC Member Agency Contributions based on an equal (1/6) share of the annual budget amount.	\$ 114,978
PART B	The remaining 50% share of the TRANSPAC Member Agency Contributions is calculated on the most recent percentage of Measure J "return to source" funds received by each jurisdiction.	\$ 114,978

PART A

ALLOCATION FORMULA FOR 2017-2018 MEMBER AGENCY CONTRIBUTION REVENUE BUDGET

JURISDICTION	50% SHARE OF ANNUAL MEMBER AGENCY CONTRIBUTION BUDGET		PER JURISDICTION EQUALS (R)
	PER JURISDICTION		
	CLAYTON	1/6	
CONCORD	1/6	\$ 19,163	
MARTINEZ	1/6	\$ 19,163	
PLEASANT HILL	1/6	\$ 19,163	
WALNUT CREEK	1/6	\$ 19,163	
CONTRA COSTA COUNTY	1/6	\$ 19,163	
TOTAL		\$ 114,978	

TRANSPAC 2017-2018 BUDGET

ALLOCATION FORMULA FOR 2017-2018 MEMBER AGENCY CONTRIBUTION REVENUE BUDGET

PART B	MEASURE J RTS \$s	MEASURE J RTS % =	\$ FROM RTS			Total for	Total Budget
JURISDICTION	Allocation	R	PART B		PART A	Jurisdiction	
CLAYTON	\$ 250,627	5.62%	\$ 6,465		\$ 19,163	\$ 25,628	
CONCORD	\$ 1,555,798	34.91%	\$ 40,134		\$ 19,163	\$ 59,297	
MARTINEZ	\$ 546,650	12.26%	\$ 14,102		\$ 19,163	\$ 33,265	
PLEASANT HILL	\$ 559,668	12.56%	\$ 14,437		\$ 19,163	\$ 33,600	
WALNUT CREEK	\$ 922,886	20.71%	\$ 23,807		\$ 19,163	\$ 42,970	
CONTRA COSTA COUNTY ^	\$ 621,534	13.94%	\$ 16,033		\$ 19,163	\$ 35,196	
TOTAL	\$ 4,457,163		\$ 114,978		\$ 114,978	\$ 229,956	\$ 229,956
^Estimated at 25% of allocation (\$2,486,137)							
Based on FY 2016-17 Measure J RTS Program \$s							

DRAFT TRANSPAC 2018-2019 BUDGET					
EXPENDITURES					
			2017-2018		2018-2019
Managing Director (time and material based expenses)			\$ 135,000		\$ 135,000
Admin Support Contract - Secretary / Clerk of the Board (includes printing, postage & supplies) (time and material based expenses)			\$ 65,000		\$ 72,000
Legal Services - expenses would be incurred on a time and material basis			\$ 5,000		\$ 5,000
Web Site - Maintain / Enhance (time and material based expenses)			\$ 5,000		\$ 10,000
Audit Services			\$ 8,000		\$ 15,000
City of Martinez - Pacheco Transit Hub / Park & Ride Lot Maintenance			\$ 10,000		\$ 10,000
Subtotal			\$ 228,000		\$ 247,000
Pleasant Hill City/Fiscal Administration			\$ 3,000		\$ 3,000
Subtotal			\$ 3,000		\$ 3,000
Costs subtotal			\$ 231,000		\$ 250,000
Contingency			\$ 22,733		\$ 16,500
Project Reserve - This line represents a cumulative carryover balance, to fund a plan/study to for project development. The Board approved I-680 / Monument Blvd. Bicycle and Pedestrian Improvement Project (Nov. 2017).			\$ 220,000		\$ 220,000
Total			\$ 473,733		\$ 486,500
REVENUES					
			2017-2018		2018-2019
2017/2018 Member Agency Contributions			\$ 229,956		\$ 225,000
Carryover Balance			\$ 243,777		\$ 261,500
Total			\$ 473,733		\$ 486,500
NOTES:					
-TRANSPAC does not have any direct employees, with staff positions provided through contract					
-TRANSPAC is not a member of CalPERS					
-TRANSPAC does not hold any debt					

DRAFT TRANSPAC 2018-2019 BUDGET						
ALLOCATION FORMULA FOR MEMBER AGENCY CONTRIBUTION REVENUE BUDGET						
PART B	MEASURE J RTS \$s	MEASURE J RTS %	\$ FROM RTS			Total for
JURISDICTION	Allocation		PART B		PART A	Jurisdiction
CLAYTON	\$ 250,599	5.63%	\$ 6,334		\$ 18,750	\$ 25,084
CONCORD	\$ 1,541,746	34.64%	\$ 38,968		\$ 18,750	\$ 57,718
MARTINEZ	\$ 548,467	12.32%	\$ 13,863		\$ 18,750	\$ 32,613
PLEASANT HILL	\$ 561,660	12.62%	\$ 14,196		\$ 18,750	\$ 32,946
WALNUT CREEK	\$ 925,231	20.79%	\$ 23,386		\$ 18,750	\$ 42,136
CONTRA COSTA COUNTY ^	\$ 623,251	14.00%	\$ 15,753		\$ 18,750	\$ 34,503
TOTAL	\$ 4,450,954		\$ 112,500		\$ 112,500	\$ 225,000
^Estimated at 25% of allocation (\$2,493,002)						
Based on "DRAFT - FY 2017-18 Distribution of 18% Funds to Local Jurisdictions to Street Maintenance"						

TRANSPAC

DRAFT 2018 / 2019 WORK PLAN

July, 2018

- Define and initiate an audit process
- Define and initiate a web site update process

August

- No Meeting

September

- Receive Quarterly and Year End Financial Report

October

- Initiate Study for the I-680 / Monument Blvd. Bicycle and Pedestrian Improvement Project (with identified budget carryover funds)
- Review 2018 Calendar Meeting Schedule

November

- Receive Quarterly Financial Report

December

- Appointment of CCTA Representative
- Action Plan Update

January, 2018

- No Meeting

February

- Election of Chair / Vice Chair
- Receive Quarterly Financial Report

March

- Appointment of CCTA TCC Representatives
- Conflict of Interest Form 700 Due

April

- Review Draft 2019/2020 Budget

May

- Receive Quarterly Financial Report

June

- Approve 2018 / 2019 Budget

Other Potential Items

- Programming/Funding
 - Measure J Line 10 (BART Parking, Access, and Other Improvements)
 - Measure J Line 19a (Additional Bus Service Enhancements)
 - Measure J Line 20a (Additional Senior and Disabled Transportation)
 - Regional Measure 3
 - CCTA TEP
 - Identify Other Funding Opportunities
- Projects
 - Concord Naval Weapon Station Project
 - I-680 / SR 4 Interchange Improvements
 - Phase 3 - SR 4 Widening Project
 - I-680 Express Lanes
 - Quarterly (or semi annually) Project Presentations
- Update Website
- TRANSPAC Governance
 - Review of Bylaws
 - Administrative Procedures
 - Procurement of Services
 - Invoice Approval

Summary of Service Contracts for Renewal

Secretary / Clerk of the Board Position

Anita Tucci-Smith, LLC provides the Secretary / Clerk of the Board services for TRANSPAC. Based on review of the FY 2016/2017 and the current FY 2017/2018 data, the workload and the number of administrative hours has increased over prior years, primarily in 2017 after the selection of a Managing Director and a change in the volume of work as additional items have addressed by TRANSPAC and process and procedures for how we conduct TRANSPAC business revised. There is also an increase in copying and supplies with more lengthy agendas being produced (partially offset with a decrease in postage with more packets being distributed electronically). For the upcoming fiscal year, an Action Plan update is proposed to be initiated and additional support work is anticipated based on prior Action Plan update processes. We are also proposing to update the TRANSPAC website and preparing for additional resources for reviewing and migrating data as well as any education in new website maintenance update tools and process. We are also proposing to review the information collection process for the Form 700's, and reviewing how we distribute and collect the forms, with the goal of identifying if there are ways to streamline the TRANSPAC forms collection. The identified budget for this service in FY 2017/2018 was reduced to \$65,500, but in the prior two years had been \$68,000. This budget item includes all the meeting materials and supplies items as well. Based on review of the past year, it is proposed a Secretary / Clerk of the Board budget of \$72,000. This budget includes \$3,000 for all materials and supplies associated with the agenda packets and meetings, as well as an additional \$3,500 to support tasks that have been identified specifically for the upcoming fiscal year.

Managing Director Position

Gray Bowen Scott (GBS) was selected through a procurement / interview process as the first consultant based Managing Director for the TRANSPAC under the revised JPA administrative structure. The upcoming fiscal year 2018/2019 represents the first assessment of the contract with the annual budget process. In the initial 20 month period of the contract, the first TRANSPAC contract for the Managing Director position, an adjustment was approved to the contract in October 2017, accounting for work tasks completed in the first year, as well as an assessment of the ongoing and anticipated tasks of FY 2016/2017 and FY 2017/2018. Staff is proposing to continue the Managing Director position at the same level of resources that are included in the FY 2017/2018.

TRANSPAC 2017-2018 BUDGET - Expenditure Status						
EXPENDITURES						
						Notes
						2017-2018
Managing Director			\$ 135,000	\$ 75,211	55.7%	Through 2/28
Admin Support Contract - Secretary / Clerk of the Board (includes printing, postage & supplies)			\$ 65,000	\$ 48,501	74.6%	Through 3/31
Legal Services - expenses would be incurred on a time and material basis			\$ 5,000	\$ -	0.0%	
Web Site - Maintain / Enhance			\$ 5,000	\$ 733	14.7%	Through 2/28
Audit Services			\$ 8,000	\$ -	0.0%	
City of Martinez - Pacheco Transit Hub / Park & Ride Lot Maintenance			\$ 10,000	\$ -	0.0%	
Operating Expenses						
Subtotal			\$ 228,000	\$ 124,444	54.6%	
Pleasant Hill City/Fiscal Administration			\$ 3,000	\$ 2,856	95.2%	
Subtotal			\$ 3,000	\$ 2,856	95.2%	
Costs subtotal			\$ 231,000	\$ 127,300	55.1%	
Contingency			\$ 22,733	\$ -	0.0%	
Project Reserve - This line represents estimated carryover balance, to fund a plan/study to support future project development, funded with carryover balance funds.			\$ 220,000	\$ -	0.0%	
Total			\$ 473,733	\$ 127,300	26.9%	
REVENUES						
						2017-2018
2017/2018 Member Agency Contributions			\$ 229,956	\$ 229,956	100.0%	
Carryover Balance			\$ 243,777	\$ 243,777	100.0%	
Interest Earned				\$ 2,692		Through 12/31
Total			\$ 473,733	\$ 476,425	100.6%	

12-Apr-18

CCTA Local Agency Funding Opportunities Summary - Updated 3/14/18

Upcoming Funding Opportunities

Funding Program	Fund Source	Application Deadlines	Program and Contact Info
BAAQMD FYE 2018 Bicycle Facilities Grant Program	R	<ul style="list-style-type: none"> March 19, 2018 by 4 pm. 	This competitive grant program is open only to Bay Area public agencies and will provide funding for construction of new bicycle facilities - including bikeways and secure parking .The program aims to improve air quality by encouraging mode shift to cycling and walking as alternatives to driving for short trips and first- and last-mile trips that connect to transit. Up to \$5 million is available, and maximum grant funding is \$1.5M per agency. Pre-application webinar is mandatory for applicants. See website for details. http://www.baaqmd.gov/grant-funding/public-agencies/bikeways-roads-lanes-paths
Lifeline Transportation Program Cycle 5	F	<ul style="list-style-type: none"> April 6, 2018 	Program for projects that improve mobility for low-income communities. Cycle 5 will cover FY16/17 and FY17/18, with a total of \$3.1 million available for Contra Costa. The program consists of State Transit Assistance (STA) funds and FTA Section 5307 Urbanized Area Formula funds. Eligible agencies are transit operators. http://mtc.ca.gov/our-work/invest-protect/investment-strategies-commitments/transit-21st-century/lifeline
California Natural Resources Agency's Urban Greening Program – Round 2	S	<ul style="list-style-type: none"> April 11, 2018 by 5 pm 	Funded by Cap-and-Trade revenues, the grants support projects that aim to reduce greenhouse gases by sequestering carbon, decreasing energy consumption and reducing vehicle miles traveled. The projects also convert built environments into green spaces that improve air and water quality and provide opportunities for walking, biking and recreation. http://resources.ca.gov/grants/urban-greening/
2019 ATP Cycle 4 (TBA)	S, F	<ul style="list-style-type: none"> July 31, 2018 	Call for project: May 16, 2018. Funding Years: FY20 to FY23. Senate Bill 1 (SB1) sets aside \$100/year from the Road Maintenance and Rehabilitation Account, along with funds from Transportation Alternative Program, \$21M of federal HSIP and State Highway Account. http://www.catc.ca.gov/programs/ATP.htm
Highway Safety Improvement Program (HSIP) Cycle 9 (TBA)	F	<ul style="list-style-type: none"> August 31, 2018 	Call for project: Late April/Early May 2018. \$140M to \$160M available, maximum \$10M per agency. At least 75% of the HSIP funds will be used for Benefit Cost Ratio (BCR) applications. A minimum BCR of 3.5 is required for a BCR application to be submitted. http://www.dot.ca.gov/hq/LocalPrograms/hsip.htm