

TRANSPAC
Transportation Partnership and Cooperation
Meeting Notice and Agenda

THURSDAY, MAY 10, 2018

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

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

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

- 1. CONVENE MEETING / PLEDGE OF ALLEGIANCE / SELF-INTRODUCTIONS**
- 2. PUBLIC COMMENT:** At this time, the public is welcome to address TRANSPAC on any item not on this agenda. Please complete a speaker card and hand it to a member of the staff. Please begin by stating your name and address and indicate whether you are speaking for yourself or an organization. Please keep your comments brief. In fairness to others, please avoid repeating comments.

ACTION ITEMS

- 3. CONSENT AGENDA**
 - a. MINUTES OF THE APRIL 12, 2018 MEETING**  **Page 5**

ACTION RECOMMENDATION: Approve minutes.

Attachment: Minutes of the April 12, 2018 meeting

- b. ACKNOWLEDGEMENT OF ADDITIONAL CONSULTING WORK PERFORMED BY MANAGING DIRECTOR/GBS IN THE TRANSPAC SUBREGION.** Providing the Managing Director services for TRANSPAC includes considering a wide range of transportation issues that impact the central part of Contra Costa County and the local agencies that make up the TRANSPAC. Part of the discussion at the time Matt Todd of Gray Bowen Scott (GBS) was selected to perform the Managing Director role for TRANSPAC was in regards to the consideration of work for other clients in the TRANSPAC area, and the relation of that work to the TRANSPAC scope of work. Through that discussion, it was agreed that the Managing Director would consult with the TRANSPAC Chairperson in the event Matt Todd/GBS was considering performing other work in the TRANSPAC area.

It was reported at the April meeting under the Managing Director report the intent of GBS to assist the City of Walnut Creek (as part of a larger consultant team, with GBS having a limited subconsultant role) in completing a TDM Strategic Plan project and no conflict was noted by the TRANSPAC Board. This agenda item is to provide for a more formal notice of this information.

ACTION RECOMMENDATION: Consistent with discussion from prior TRANSPAC Board meeting, acknowledge that GBS will perform consulting services for the City of Walnut Creek related to a TDM Strategic Plan project.

END CONSENT AGENDA

4. **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. The TRANSPAC Board released a Draft Program for comment on April 12, 2018, and requested the TRANSPAC TAC to review additional information. The TRANSPAC TAC reviewed additional information regarding the Golden Rain Foundation / Rossmoor (GRF) application for the On-Demand Micro Transit Pilot Program. The TRANSPAC TAC reviewed the overall budget information for the GRF and the structure of how the organization collects revenue. There was discussion on the increase of the overall GRF budget, the line items in the budget, and it was noted that transportation was not increased at the level of other line items. Aspects of this were discussed including how to review organizations that have multiple functions and the level of variances of support across functions / line item budgets. One proposal discussed included requiring that level of Line 20a funding awarded to GRF account for maintenance of effort for the GRF transportation budget line item (i.e. transportation funding should increase about 3.5% consistent with overall budget increase since 2017). The GRF has provided additional information since the TRANSPAC TAC meeting regarding more definition for budget line items and examples of budget line item considerations (included in the agenda material). It was noted that this criteria was not analyzed across all Line 20a applicants. The TRANSPAC TAC recommended a revision to the program, approving all the project applications. All the requests can be funded with the Line 20a funding projected to be received in the two-year period (i.e. no reserve funds are required). The TRANSPAC TAC also recommended that funding maintenance of effort be considered in the next Line 20a program project review process. The programming schedule calls for the approval of a final program in May 2018. With the approval of the program, staff will forward this information to the CCTA for final approval.

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ACTION RECOMMENDATION: Approve the Measure J Line 20a Program.

INFORMATIONAL ITEMS

5. **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. 🌀 **Page 28**

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/>.

6. **QUARTERLY FINANCIAL REPORT.** This report contains a summary of the amount of funds held, receipts and expenses of TRANSPAC for FY 2017/18 for the period ended March 31, 2018. The TRANSPAC Bylaws call for the reporting of this financial information on a quarterly basis. A summary of expenses relative to budget line items are also included for information purposes. 🌀 **Page 33**

Attachment: TRANSPAC Quarterly Financial Report for period ending March 31, 2018.

7. **TRANSPAC CCTA REPRESENTATIVE REPORTS.** Reports on the April Planning Committee and Administration and Projects Committee.
8. **CCTA EXECUTIVE DIRECTOR'S REPORT REGARDING AUTHORITY ACTIONS/DISCUSSION ITEMS** 🌀 **Page 37**

Attachment: CCTA Executive Director Randell H. Iwasaki's Report dated April 18, 2018 for the April 18, 2018 Board Meeting.

9. **TAC ORAL REPORTS BY JURISDICTION:** Reports from Clayton, Concord, Martinez, Pleasant Hill, Walnut Creek, and Contra Costa County, if available. 🌀 **Page 41**
- TRANSPAC – Status Letter dated April 13, 2018
 - TRANSPAC – April 12, 2018 meeting cancelled
 - SWAT – April 2, 2018 meeting cancelled
 - WCCTAC – Report not available.
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- County Connection Fixed Route Monthly Report: <https://countyconnection.com/wp-content/uploads/2018/04/5a.pdf>
 - County Connection Link Monthly Report: <https://countyconnection.com/wp-content/uploads/2018/04/5b.pdf>

- CCTA Project Status Report may be downloaded at: <http://www.ccta.net/resources/detail/62/1>
- The CCTA Board agenda for the May 16, 2018 meeting is not yet available.
- The CCTA Administration & Projects Committee (APC) meeting scheduled for May 3, 2018 may be downloaded at:
http://ccta.granicus.com/GeneratedAgendaViewer.php?view_id=1&event_id=382
- The CCTA Planning Committee (PC) meeting scheduled for May 2, 2018 has been cancelled.
- The CCTA Calendar for April to July 2018, may be downloaded at:
http://ccta.granicus.com/MetaViewer.php?view_id=1&clip_id=397&meta_id=36212

10. BOARDMEMBER COMMENTS

11. MANAGING DIRECTOR'S REPORT

12. ADJOURN / NEXT MEETING

The next meeting is scheduled for June 14, 2018 at 9:00 A.M. in the Community Room at Pleasant Hill City Hall unless otherwise determined.

TRANSPAC Meeting Summary Minutes

MEETING DATE: April 12, 2018

MEMBERS PRESENT: Julie Pierce, Clayton (Chair/CCTA Representative); Sue Noack, Pleasant Hill (Vice Chair); Karen Mitchoff, Contra Costa County; and Carlyn Obringer, Concord

PLANNING COMMISSIONERS PRESENT: John Mercurio, Concord; Bob Pickett, Walnut Creek; and Diana Vavrek, Pleasant Hill

STAFF PRESENT: Ruby Horta, County Connection; Eric Hu, Pleasant Hill; Abhishek Parikh, Concord; Robert Sarmiento, Contra Costa County; Tim Tucker, Martinez, and Matt Todd, TRANSPAC Managing Director

GUESTS/PRESENTERS: Guy Bjerke, Director of the Community Area Plan , Concord; Jeff Matheson, Golden Rain Foundation; Joan Ryan, Community Reuse Planner, Concord; Kathrin Tellez, Fehr & Peers; Elaine Welch, Mobility Matters; and Leslie Young, Golden Rain Foundation

MINUTES PREPARED BY: Anita Tucci-Smith, TRANSPAC Clerk

1. Convene Meeting/Pledge of Allegiance/Self Introductions

The meeting was convened at 9:02 A.M. by Chair Julie Pierce who led the Pledge of Allegiance.

2. Public Comment

There were no comments from the public.

3. Consent Agenda

- a. Minutes of the March 8, 2018 Meeting
- b. Acknowledgement of Additional Consulting Work Performed by Managing Director/GBS in the TRANSPAC Subregion
- c. Project Status Report – BART Comprehensive Wayfinding System for Central Contra Costa BART Stations (Information Item)

On motion by Director Noack, seconded by Director Obringer to adopt the Consent Calendar, as submitted. The motion was adopted by unanimous vote of the members present, unless otherwise noted.

End of Consent Agenda

4. **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 has moved its office to 1211 Newell Avenue, Suite 200 in Walnut Creek, and is proposing to use this location 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.

Matt Todd advised that Gray Bowen Scott had moved to 1211 Newell Avenue, Suite 200, Walnut Creek, and there was a need to formally identify the office as the TRANSPAC office, in office space open through business hours throughout the week. The new office location met the requirements of the TRANSPAC office location as specified in the JPA. The location of the TRANSPAC Board and TAC meeting would not change.

On motion by Director Mitchoff, seconded by Director Noack to approve the revision of TRANSPAC principal office location to 1211 Newell Avenue, Suite 200 in Walnut Creek. The motion was adopted by unanimous vote of the members present, unless otherwise noted.

5. **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.

Mr. Todd advised that TRANSPAC's Line 20a Measure J funds generated approximately \$440,000 a year. With the recent call for projects, six applicants had applied with eight applications, six for operations and two for capital, all were within the \$880,000 budgeted revenue projection for the 2018/19 and 2019/2020 call for projects, and all were previous applicants proposing continuing services. He presented a summary of all the applications received, highlighted the proposed programs, noted that different services had different characteristics, and identified the populations targeted by the proposed services. He added that the six operations were identified to serve 1,000 individual people who lived in the TRANSPAC area.

With respect to the scheduling software proposed for Rossmoor by the Golden Rain Foundation, Mr. Todd explained that the proposal was intended to make the operation more efficient. He also noted that the software that was proposed to be purchased was also being used by County Connection for service in the Alamo area.

Mr. Todd referred to the TAC's discussion related to the cost of the system and its concerns related to ongoing cost, the benefit to seniors in the TRANSPAC area, and other resources that might be available to fund that proposal.

Jeff Matheson, Director of Resident Services for the Golden Rain Foundation, Rossmoor, thanked the TRANSPAC Board for the support of the Green Line over the years providing rides to the disabled and senior populations in Walnut Creek, helping seniors to remain independent. He stated that 20,000 rides per year were offered with that service. He acknowledged that the TAC had expressed concern for the funding of the on-demand transit software, and explained that the Golden Rain Foundation's request was for the initial capital investment in the software and hardware to make the project successful. The on-demand software had been one of the primary recommendations from a recent transit plan to offer shorter rides, shorter wait times, and a shorter ride to the bus, as requested by passengers. He added there were times when demand could be limited when running a fixed route, and this would allow the system to become more efficient. He emphasized the one-time funding request to allow a transition to the on-demand model that he stated would be carefully planned and be introduced to the riders. The funding would help to cover the initial investment in the software and hardware to be able to provide better, more efficient service, greater opportunities for residents at a cost that would be able to be maintained in the current budget levels, and those costs would be covered by the existing budget in the future.

As to the question of other potential resources to be able to provide that option, Mr. Matheson stated that while Rossmoor was a premier senior active community, it was not a wealthy community and the majority of those using the system were on fixed incomes. The system was paid for by every resident in Rossmoor who subsidized the operation, and the Golden Rain Foundation was able to provide the service at a cost less than provided by others and took the burden off regional transit operators. He noted with respect to the housing stock in the region that the only housing in Walnut Creek under \$500,000 was available in Rossmoor, which offered an affordable housing option for seniors on a fixed income, and he reiterated that the community was subsidizing the transit services. Rossmoor maintained its own roads, the seniors offered more in taxes than received, and the cost savings in being more efficient would more than offset the cost of the licensing of the software/hardware program. He asked the Board for its support for the initial cost of the on-demand transit software for the first two years.

Director Mitchoff stated that the on-demand program appeared to fit into the criteria to qualify for Line 20a funds and she supported the application.

Chair Pierce clarified with Mr. Matheson how Rossmoor residents paid for transit services and requested a breakout of how much Rossmoor residents contributed to the transit program. If truly a one-time investment, she suggested the question would be how long it would last before another one-time investment was required. She requested that the TRANSPAC TAC look into what would be involved if the TRANSPAC Board decided to fund the program and expressed a concern for maintaining the reserve. She noted that while Rossmoor was a defined area within the City of Walnut Creek, and was largely considered to be a private area, it contained a huge number of seniors in Central County.

Mr. Todd clarified that all the requests could be funded within the new revenue without using any reserve, and further clarified that any funds remaining after identifying this two-year program would not be lost. No reserves were proposed to be used with the program.

On motion by Director Mitchoff, seconded by Director Noack, the Board released the Draft Measure J Line 20a Program. The motion was adopted by unanimous vote of the members present, unless otherwise noted.

Item 7 was considered prior to Item 6 at this time.

- 7. 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.

Guy Bjerke presented an overview of the project and explained that the former Concord Naval Weapons Station (CNWS) was 30 miles square consisting of the Tidal portion up against the river at Port Chicago, which had been turned over by the Navy to the Army and was still in active use. The portion now involved was roughly 5,000 acres and was identified as the Inland portion, which had been confiscated in 1944 after the Port Chicago explosion and had been used for bunkers, rail cars, storage areas, and testing facilities. The lower portion was the portion that had been planned since 2006. He identified the overall timeline of the last 12 years of the project after the closure of the base, and explained that in 2006-2008 a Community Advisory Committee (CAC) had been formed with numerous meetings and public workshops when a preferred alternative had been chosen from nine plans, and the Area Plan had been adopted in 2010. Besides this being a federal document that satisfied a naval requirement, the City had also gone through an extensive process including an Environmental Impact Report (EIR) and the City had converted the Area Plan into the State document and had included it in the Concord General Plan. Both projects, as adopted, had not been challenged.

Between 2012 and 2016, the City had worked with the Navy to convey the property and had been negotiating with the Navy over the City's portion of the conveyance. In the Area Plan there were three conveyances, two of which were public benefit conveyances to the County (75 acres), the East Bay Regional Park District (EBRPD) (2,600 acres), and Concord's conveyance of 2,300 acres, a public development conveyance. In 2015 and 2016, negotiations had begun with the regulatory agencies and working with the Navy on the Section 7 requirement, the Native Species Act and others, and had started a project negotiating public resources. The various planning requirements continued for the development of property and the City had selected a master developer for the first phase of development, with Phase 1 approximately 500 of the 2,300 acres.

In 2017, Lennar, the master developer, had begun the planning and drafting of a specific plan and the City had comprised a new CAC to develop the infrastructure master plan for all 2,300 acres. Three books had been developed for the process; Visions and Standards for the Area Plan, Actual Policies, and a Climate Action Plan, with an overall commitment in the process to be as progressive as possible relative to climate action, with a series of commitments to make sure the action plan was consistent with the City's General Plan.

Mr. Bjerke pointed out the major areas of the plan including the County's First Responder Training Area, the EBRPD regional park, a college or university site, a flex area for job creation, the proposed 12,000 housing units (25 percent affordable at low income), with higher densities around the BART station and with the intent of the overall plan to create as many jobs as population to be as self-contained as possible.

There would also be 6 million square feet of commercial space, 2-3 million square feet of campus related space, and 69 percent of the project would be regional park, city park, open space, bikeways or improved Mt. Diablo Creek. With respect to transportation, there was a design for a multi-modal transit network and a bike network as well as connections to the existing community.

Also in 2017, a series of community input workshops had been held, the CAC held 12 meetings, took tours of the base, had three community workshops, and the City Council and Planning Commission held joint study sessions to review aspects of the specific plan. The CAC meetings were continuing in 2018, one neighborhood meeting had been held, and another three were expected throughout Concord to describe what was being planned and to identify the schedule. The current presentation was the beginning of the outreach with other jurisdictions and stakeholders, joint study sessions with the City Council, Planning Commission and Design Review Board would continue, the CEQA process was being initiated to evaluate all aspects of the specific plan, and all information was available on the website at concordreuseproject.org.

Mr. Bjerke explained with respect to the 58 acres of Coast Guard owned property, it had at one point decided to keep that housing but no longer wanted to do so and the City had been asked to purchase those 58 acres. The City Council was discussing that possibility and if it decided to purchase that acreage there had been discussions that it should be included in the specific plan for transportation purposes. He pointed out the roughly 500 acres as part of the Phase 1 project and emphasized that the overall project would take 30 to 40 years to develop.

Mr. Bjerke identified the key transportation theme of Complete Streets and stated that all streets would be designed to include multimodal transportation and the safest modes possible, creating and connecting within and to the community, managing parking needs in a manner that would encourage other modes of transportation, and reducing overall traffic impacts with a more gridded street structure. He identified the primary street structure, noted that Willow Pass Road would be widened to four lanes, the existing bridge through CNWS would ultimately be removed, and the main spine road in the center of the development would likely also be four lanes. Most of the base and most of the roadways on the base were two lanes but included Complete Streets components for all modes. The City fully expected to build the Livorna Road extension as well as help to make the County's first responder facility more responsive.

Mr. Bjerke also described the intent to write the descriptions of District H space to provide some space for GoMentum and consider ideas as to how things might be done differently and make sure that the campus district was designed to be able to accomplish some of what GoMentum wanted to do along with looking at different ways to integrate GoMentum into the base. He also described the bike network with protected bikeways and noted that at some point in the project a bike could be ridden unimpeded for four or five miles with a way to ride along the creek and go under Willow Pass Road.

Kathrin Tellez, Fehr & Peers, reported that an analysis had been done to provide for the mobility needs of the existing and future residents of the area and the CCTA's regional demand models had been used to identify the internal and external needs with the recognition that the project would be different from what had been built in the past and what the model had been designed to do to be able to capture all the effects of the plan. Three scenarios had been analyzed and existing conditions and no-build alternatives had been considered, and some recommendations had been devised for the roadway and bikeway network as well as the improvements that would be needed off-site.

The project had been evaluated on multiple levels, vehicular level of service (LOS) and vehicle miles traveled (VMT) and how the project could reduce VMT and get people to take alternative modes of travel. The transportation demand management measures built into the project had been analyzed with a mixture of uses, and looking at what else in addition to what would be built into the project to get people to use transit and other modes of travel. There was a focus on the on-site issues and working with Kittleson & Associates, which would look more broadly at all the off-site issues.

Mr. Bjerke described what was expected to occur through the rest of the year and hoped to have a complete project description, Initial Study, and Notice of Preparation to the EIR out either the second or third quarter this year for the 30-day comment period. TRANSPAC staff would be able to identify areas of concern as part of the environmental review. The hope would be to then have a draft specific plan to release in the fall which would begin the discussion of what was being planned with additional comments, additional modeling of impacts, and a Draft EIR of the specific plan for distribution in the first quarter of 2019. Throughout this process and into 2019 in the discussion of the EIR, Concord City staff would be in contact with other affected parties to see what impacts could and could not be mitigated. He added that the Area Plan had recognized that not everything could be mitigated but the process would identify what could be mitigated and what those costs might be.

In the longer timeframe, Mr. Bjerke expected the Navy to transfer 2,300 acres of the park parcel in September or October 2018, and 1,200 of the 2,300 City acres and the County's 70 to 75 acres in March 2019, and expected the specific planning and entitlement process to be done by the summer of 2019. All things going well, infrastructure improvements could begin by 2020, which could take two years with any vertical construction in stage one to be in the Willow Pass and BART transit oriented development (TOD) area, and with that construction to take 10 years during which time it could be determined that future phases could move or that a different master developer for Phases 2 and 3 might be determined. The campus district process would be separate from the other processes and the City was working independently to identify a sports complex, all of which would be considered in the environmental review.

Director Obringer stated the Concord City Council had formed a small ad hoc committee to put together a visioning process and a Request for Proposal (RFP) for a consultant to shape the proposal for the campus district.

Chair Pierce stated the impacts on regional routes was a big concern for everyone, particularly East County, and commented that while improvements had been proposed she wanted to make sure that those improvements would be effective over the long-term, and making decisions today would have to accommodate the needs of the future, including the effect of autonomous vehicles.

Chair Pierce urged consideration of the whole spectrum in the process of developing the Area Plan, and questioned when to do a check-in regionally. To that end, she proposed a joint meeting with the TRANSPLAN Committee to address the concerns and suggested that open approach would make a huge difference to the two regions.

Director Mitchoff urged Mr. Bjerke to provide the same presentation to the TRANSPLAN Committee.

Mr. Bjerke noted that the EIR in the Area Plan had made a commitment to pay its regional share of impacts and an impact or nexus fee was expected to be created relative to the improvements necessary in the Bailey Road to I-680 Project Study Report (PSR) so that there would be additional local funding to help pursue and maintain regional funding to make those improvements happen.

Chair Pierce assumed that the traffic study would identify the impacts of the Area Plan to the various intersections throughout the region that might be impacted by the development of the Area Plan to identify its proportionate share of responsibility. She recommended that the current policy be expanded and urged that the TAC review the potential impacts to ultimately identify the proportionate share of responsibility. She emphasized the importance of East County being made aware of the project to be able to understand the situation and the need for proportionate responsibility. She urged a presentation to TRANSPLAN first.

6. Draft TRANSPAC Budget and Workplan for 2018/2019. The TRANSPAC Joint Exercise of Power 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 Board is requested to review and comment on the Draft TRANSPAC budget and workplan for FY 2018/2019. 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.

Mr. Todd presented the Draft 2018/2019 Budget and advised that he would seek final approval in June. On the question of whether TRANSPAC was subject to a CalPERS unfunded liability, he was directed to check to verify whether or not that was the case.

Mr. Todd summarized the line items and highlighted the budget areas that needed further work, such as an audit, legal services, and updating the transpac.us website. While there was an eight percent increase in the upcoming budget from the prior budget, he clarified the Member Agency contributions would remain the same given the contingency, rollover, and reserve that had created a positive impact. He also presented the Service Contracts for Gray Bowen Scott and Anita L. Tucci-Smith, LLC for renewal.

Director Mitchoff asked if there should be an inflator in the City of Pleasant Hill charge and sought verification from the City as to whether that should be the case.

Mr. Todd also presented the Draft 2018/2019 Workplan and identified the activities, programming, projects and other actions expected to occur over that period, including an update of the Action Plan and a joint meeting with the TRANSPLAN Committee in September to discuss the Concord Area Plan and associated traffic impacts.

Mr. Todd clarified the situation with respect to the question of a joint use of the City of Pleasant Hill Auditor and explained that an answer as to whether that might be able to occur was expected prior to the end of this fiscal year.

7. TRANSPAC CCTA Representative Reports. Reports on the March Planning Committee and Administration and Projects Committee.

There was no report on the Planning Committee. For the Administration and Projects Committee, Chair Pierce reported on the discussions with respect to GoMentum and some potential partnerships, along with the work being done to make sure that GoMentum remained in Contra Costa.

Director Obringer noted that the City of Concord was seeking a permanent home for GoMentum in the Area Plan and wanted to ensure there was space in the future to accommodate it.

8. CCTA Executive Director's Report Regarding Authority Actions/Discussion Items

CCTA Executive Director Randell H. Iwasaki's Report dated March 21, 2018 had been included in the Board packets.

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

The letter to RTPCs from Randell H. Iwasaki dated March 21, 2018 had been included in the Board packets.

10. TAC Oral Reports by Jurisdiction

There were no reports.

11. Boardmember Comments

Director Mitchoff described some of the funding that had become available as a result of the Volkswagen settlement for its cheating scandal and urged jurisdictions to pursue those and other funding opportunities given the need for more charging stations along major thoroughfares.

Chair Pierce requested that the issue be discussed by the TAC at its next meeting.

12. Managing Director's Report

Mr. Todd reported that Gray Bowen Scott was a subconsultant on a proposal to the City of Walnut Creek to perform a Transit Demand Management (TDM) Strategic Plan Study. As a result, he would include an item to explain the role of Gray Bowen Scott in this work in the next agenda, similar to Item 3A on this month's agenda.

As a result, Mr. Todd advised that he would be doing something similar to what was being done with the City of Concord.

13. Adjournment

The meeting was adjourned at 11:11 A.M. The next meeting of the Board is scheduled for May 10, 2018 at 9:00 A.M. in the City of Pleasant Hill Community Room, unless otherwise determined.

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
On-Demand MicroTransit Pilot Program	Rossmoor	\$ 63,400
TOTAL RECOMMENDED		\$ 878,370

Notes

TRANSPAC TAC recommended funding all project applications.

Discussion at the TRANSPAC TAC meeting included: 1) review of the Golden Rain Foundation additional information provided; 2) how the on-demand microtransit pilot program would allow for more efficient use of vehicles to carry more passengers; and 2) how to account for applicants level of support for transportation relative to other programs (including over multiple years) of an agency. Considering a maintenance of effort question for future funding cycles was also recommended.

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-passenger 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, cerebral 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>

[illegible]

* 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 (Rossmore)													
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	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 February 2018</p>
City of Walnut Creek					
	<p>Walnut Creek Senior Mini Bus Program Vehicle Purchase</p> <p>- 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
		Leshner 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 CCCTy rides = 265 (46%)

2018 First Quarter Actual Rides Per Month :

January 2018 177 TRANSPAC/ 315 TOTAL CCCTy (56%)

February 2018 181 TRANSPAC/ 349 TOTAL CCCTy (52%)

March 2018 236 TRANSPAC/ 456 TOTAL CCCTy (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

April 19, 2018

**Additional information from the Golden Rain Foundation / Rossmoor
Provided by Jeff Matheson, Director of Resident Services**

Budget Line Item Questions

Regarding the particular question about a line that reads Unallocated/General Services in the amount of \$3,435,849 or \$43.08 coupon amount. This line is for a variety of services that are common to the overall operation and not specifically allocated to any one department. For example property tax, liability insurance, electricity, etc.

There was also discussion about the overall transit budget going down for 2018 compared to 2017 while other departments saw an increase. Much like a city budget we have operational budgets by department. Each departmental budget can be influenced up or down from year to year based on a number of factors. For transit this could be the simple cost of fuel or vehicle maintenance, or perhaps a retirement of higher paid staff being replaced by new lower paid, etc. If we look at a City budget we would see that each department has variance from year to year. This certainly does not negate the fact that the City still applies for a variety of funding from grants and other sources to cover expenses in a particular department.

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?

- **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.

REPORT.: 04/05/18
RUN....: 04/05/18
Run By.: ROSS

CITY OF PLEASANT HILL
Balance Sheet Report
ALL FUND(S)

PAGE: 001
ID #: GLBS
CTL.: PLE

Ending Calendar Date.: March 31, 2018 Fiscal (09-18)

Assets

			Acct ID
TRANSPAC CASH BAL.ADJ.	-26,585.76	85	1010 9999
TRANSPAC INVESTMENT IN LAIF	413,459.20	85	1060
Total of Assets ---->	386,873.44		386,873.44
			=====

Liabilities

			Acct ID
FUND Balances			
TRANSPAC RESTRICTED FUND BALANCE	243,777.65	85	2812
CURRENT EARNINGS	143,095.79		
Total of FUND Balances ---->	386,873.44		386,873.44
			=====

REPORT.: 04/05/18
RUN....: 04/05/18
Run By.: ROSS

CITY OF PLEASANT HILL
Balance Sheet Report
FUND 85 - TRANSPAC

PAGE: 002
ID #: GLBS
CTL.: PLE

Ending Calendar Date.: March 31, 2018 Fiscal (09-18)

Assets

1010	9999	CASH BAL.ADJ.	-26,585.76	
1060		INVESTMENT IN LAIF	413,459.20	

Total of Assets ---->			386,873.44	386,873.44
				=====

Liabilities

FUND Balances

2812		RESTRICTED FUND BALANCE	243,777.65	
		CURRENT EARNINGS	143,095.79	

Total of FUND Balances ---->			386,873.44	386,873.44
				=====

City of Pleasant Hill

FY2017/18 Income Statement Summary by Quarter

Accounting Structure:

Fund	Department or Revenue Code	Expense Code
XX	XXXX	XXXX

Note: Revenue accounts are not associated with departments and do not utilize a

FUND:85 Name :TRANSPAC

Revenue	Description	Revenue Description	Activity in 1st Quarter	Activity in 2nd Quarter	Activity in 3rd Quarter	Activity in 4th Quarter	YTD thru Dec-17
DEPT Id	OBJ Id						
3510		INTEREST REV		1,405.94	1285.68		\$ 2,691.62
4570		CONTRIB FROM OTHER AGENCIES	229,956.00				\$ 229,956.00
		<i>SUBTOTALS</i>	229,956.00	1,405.94	1,285.68		
						Total Revenue -->	\$ 232,647.62

Expense	Description	Expense Description					
DEPT Id	OBJ Id						
7085	0100	SALS-PERMANENT	8,833.98	17,303.05	15,626.30		\$ 41,763.33
7085	1198	CONSULTANT/OTHR					\$ -
7085	1300	CONTRACTUAL SVC	8,450.00	25,503.75	10,978.75		\$ 44,932.50
7085	2400	POSTAGE					\$ -
7085	4200	SUPLS/OPERATING					\$ -
7085	6800	ADMIN OVERHEAD	2,856.00				\$ 2,856.00
7085	6905	CONTINGENCIES					\$ -
		<i>SUBTOTALS</i>	20,139.98	42,806.80	26,605.05		
						Total Expense -->	\$ 89,551.83

Net Rev/(Exp) \$ 143,095.79

TRANSPAC 2017-2018 BUDGET - Expenditure Status							
EXPENDITURES							
			2017-2018 BUDGET		EXPENSES		Notes
Managing Director			\$ 135,000		\$ 90,341	66.9%	Includes invoices approved through 3/31
Admin Support Contract - Secretary / Clerk of the Board (includes printing, postage & supplies)			\$ 65,000		\$ 56,469	86.9%	Includes invoices approved through 4/30
Legal Services - expenses would be incurred on a time and material basis			\$ 5,000		\$ -	0.0%	
Web Site - Maintain / Enhance			\$ 5,000		\$ 1,651	33.0%	Includes invoices approved through 4/30
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		\$ 148,461	65.1%	
Pleasant Hill City/Fiscal Administration			\$ 3,000		\$ 2,856	95.2%	Annual invoice
Subtotal			\$ 3,000		\$ 2,856	95.2%	
Costs subtotal			\$ 231,000		\$ 151,317	65.5%	
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		\$ 151,317	31.9%	
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%	

2-May-18

EXECUTIVE DIRECTOR'S REPORT

April 18, 2018

Shared Use Mobility Center Summit: March 12-14, 2018

Peter Engel attended the Shared Use Mobility Summit in Chicago. The Summit focus this year was on how shared use mobility will be changing with autonomy, equity issues and barriers to shared use mobility and new trends in bike share, car share and mobility as a service. One of the new sessions was a “shark-tank” like program in which ten emerging app technologies “pitched” their applications to the attendees and received input and comments from a panel of judges.

Asian Americans in Public Finance: March 16, 2018

I gave the members of the Asian Americans in Public Finance a Redefining Mobility briefing and then a tour of GoMentum Station. They wanted to know how autonomous vehicle technology may change the finance markets.

AltCar Conference: March 21, 2018

Peter Engel participated on a panel at the Fifth Annual Northern California AltCar Conference in Oakland. Peter sat on a panel discussing Electric Vehicle charging infrastructure as it pertains to electric fleet vehicles. The event was also attended by Firdaus Jahan.

ASCE California Infrastructure Symposium: March 23, 2018

Martin Engelmann, Deputy Executive Director for Planning, presented CCTA's Active Transportation Plan at the American Society of Civil Engineers (ASCE) symposium held at the War Memorial Opera House in San Francisco. The audience included engineers, planners, and transportation administrators from throughout the western region of the US.

Five Points: March 26, 2018

I met with Five Points Community Relations Director Dennis Constanza. He was interested in the long term goals of GoMentum Station.

ASCE Interview: March 27, 2018

Peter Engel, Linsey Willis and I were interviewed by Robert Reid from the American Society of Civil Engineers (ASCE). He wanted to know what plans we had for electric vehicles. In this case, he was more interested in the electric trolley project that County Connection managed so we gave him contact information for County Connection. We briefly talked about the change in planning, the Electric Vehicle (EV) Request for Proposals (RFP) and our Shared Autonomous Vehicle (SAV) project.

RMS 2018: March 29, 2018

We hosted the 4th annual Redefining Mobility Summit (RMS) at the Roundhouse in San Ramon. Based on feedback from the audience, this was the most successful of the four. After the opening speeches, the Mobility as a Service panel was very successful. We invited three speakers from Europe. We also had the CEOs from Amber and GIG. The next panel focused on Artificial Intelligence (AI) and Robotics. During lunch, the attendees got to see the latest in Autonomous Vehicle (AV) technology and a GIG car. After lunch, Shared Autonomous Vehicles were the topic and we closed on Taking AV Safety and Security to the Next Level. Overall, it was a very good conference.

Richmond San Rafael (RSR) Bridge: April 2, 2018

Commissioner Butt, Representative Worth and I attended a RSR Bridge third lane update meeting at MTC headquarters. The meeting included representatives from Marin County. The purpose of the meeting was to provide an update on the progress of the project and long range objectives.

Scoop: April 2, 2018

Peter Engel and I met with Scoop CEO Rob Sadow to talk about the results of the pilot project in Contra Costa. We would like to analyze the data more closely to figure out how to change the carpool habits of drivers in Contra Costa.

iCone: April 3, 2018

Jack Hall and I met with Joe Jeffrey with Tech Safety Services and Ross Sheckler from iCone Products. They would like to partner with CCTA to deploy their smart workzone safety technology. They have developed a wireless transmitter that alerts on board navigation units about a lane closure ahead. The transmitter is attached to an arrow board and when the arrow board is activated, it sends a signal to companies that provide data for navigation units in your car. We are reviewing their proposal.

Infrastructure Delegation from New Zealand: April 4, 2018

I was asked by Stantec to welcome and present our innovation slide deck to a group of business and infrastructure officials from New Zealand. The purpose of this mission is to see and learn from the latest developments and success stories in the procurement, delivery and funding of major infrastructure. There were almost 40 people in the delegation. After the presentation, they went out to GoMentum Station for a tour. This was Infrastructure New Zealand's sixth international delegation and the first to the United States. They arrived in the US on April 3, 2018 and left on April 13, 2018.

Tech Series: April 4, 2018

Dr. John Harvey, UC Davis and Larry Scofield, International Groovers and Grinders Association gave presentations on how to make your pavements last longer. They gave their presentations and stayed and answered questions from the audience well past the end of the session. I think it is important to keep up to date on the latest technologies and strategies to keep the largest asset (roadways) in good condition.

Idaho National Laboratory: April 4, 2018

I held a teleconference with Matt Shirk from the Idaho National Laboratory. He is in charge of the Energy Storage and Advanced Vehicles at Idaho National Laboratory and would like to explore the possibility of partnering with CCTA on the Shared Autonomous Vehicle project to monitor energy usage.

HMI Technologies: April 4, 2018

I met with Mohammed Hikmet, CEO HMI Technologies and Dean Zabrieszach Director, HMI Technologies Australia after the Planning Committee meeting. They flew from Australia and New Zealand into San Francisco that afternoon and called and asked if they could meet with me. They have developed a new shared autonomous vehicle and wanted to explore partnership opportunities. They are looking for a location to build their vehicles. Dean Zabrieszach used to work for VIC Roads as their ITS Manager. He talked about their managed lanes technology with Tim Haile.

Intergovernmental Management Training (IGMT) Program: April 5, 2018

I was asked to speak on a panel at the IGMT program about our Redefining Mobility program with respect to air quality and AV technology. There were a lot of questions about AV technology.

Vantiq: April 5, 2018

Peter Engel met with Robert Biczek of Vantiq. Vantiq develops platforms to simplify building applications for mobile technologies. They are in the process of developing a parking app that will help with parking management, as well as provide additional customer amenities to the person parking the vehicle.

Conference of Mayors Meeting: April 5, 2018

I was asked by East Bay Economic Development Alliance (EDA) to attend the Contra Costa Conference of Mayors meeting to talk about the recent Catalyst Award that CCTA and GoMentum received. I brought the trophy and said a few words about the Catalyst Award. Councilmember Karen Stepper is on the board of East Bay EDA and requested we present the trophy and talk about the award.

Assembly Member Jim Frazier: April 6, 2018

Tim Haile, Ivan Ramirez and I met with the Assembly Member and his District Director Erica Rodriguez-Langley. We provided a briefing about projects that he asked us to track in his district.

Industrial Technology Research Institute (ITRI) Panel: April 9, 2018

I was invited to participate on a panel to discuss advances in the autonomous vehicle technologies. The Industrial Technology Research Institute is based in Taiwan, but has a branch office in San Jose. This is our second presentation we have made about our innovation program at ITRI. They were attendees at RMS 2018.

Debora Allen: April 10, 2018

Hisham Noeimi, Stephanie Hu and I briefed BART Director/Representative Allen about Measure J funding for BART projects. We reviewed the \$150 million for the BART extension to Antioch, but she was really interested in Program 10. We reviewed the projects, remaining amounts, the process to get the projects approved by the Authority and some of the other funds that could be used to accomplish her goals. She wants to install positive gates to reduce or eliminate fare evaders and limit access to the elevators to patrons only.

DHS Consulting: April 11, 2018

Peter Engel and I met with Ali Sarhangian from DHS Consulting. He attended the RMS 2018 and heard about our efforts to develop a Request for Proposal (RFP) for addressing the needed Electric Vehicle (EV) infrastructure for Contra Costa. His focus is energy for DHS Consulting.

East Bay EDA 2018 Annual Legislative Reception: April 12, 2018

East Bay Economic Development Alliance (EDA) requested that we attend their legislative reception to talk about what it means to win the Catalyst Award and answer any questions about the project. They wanted to know how a government agency develops the largest secure autonomous vehicle proving grounds in the nation. I said it wasn't and still isn't easy.

Staff Out-of-State Travel: There is nothing to report this month.

TRANSPAC
Transportation Partnership and Cooperation
Clayton, Concord, Martinez, Pleasant Hill, Walnut Creek and Contra Costa County
1211 Newell Avenue, Suite 200
Walnut Creek, CA 94596
(925) 937-0980

April 13, 2018

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

Re: Status Letter for TRANSPAC Meeting – April 12, 2018

Dear Mr. Iwasaki:

At its regular meeting on April 12, 2018, the TRANSPAC Board of Directors took the following actions that may be of interest to the Transportation Authority:

1. Acknowledged additional consulting work performed by Managing Director/Gray Bowen Scott in the TRANSPAC Subregion.
2. Received Project Status Report for the BART Comprehensive Wayfinding System for Central Contra Costa BART Stations.
3. Approved the revision of TRANSPAC principal office location to 1211 Newell Avenue, Suite 200, Walnut Creek.
4. Approved the release of the Draft Measure J Line 20a Program.
5. Received presentation of the Draft TRANSPAC Budget and Workplan for 2018/2019.
6. Received update on the Concord Reuse Project by Guy Bjerke, Director of the Community Reuse Plan

TRANSPAC hopes that this information is useful to you.

Sincerely,



Matthew Todd
TRANSPAC Managing Director

cc: TRANSPAC Representatives; TRANSPAC TAC and staff
Martin Engelmann, Hisham Noeimi, Brad Beck (CCTA)
Jamar I. Stamps, TRANSPLAN; Diane Burgis, Chair, TRANSPLAN
Lisa Bobadilla, SWAT; Amy Worth, Chair, SWAT
John Nemeth, WCCTAC; Janet Abelson, Chair, WCCTAC
Tarienne Grover, CCTA
June Catalano, Diane Bentley (City of Pleasant Hill)