

TRANSPAC
Transportation Partnership and Cooperation
Meeting Notice and Agenda

THURSDAY APRIL 08, 2021
REGULAR MEETING
9:00 A.M. to 11:00 A.M.

**COVID-19 SPECIAL NOTICE – PUBLIC MEETING GUIDELINES FOR
PARTICIPATING VIA PHONE/VIDEO CONFERENCE**

Consistent with Executive Orders N-25-20 and N-29-20 issued by the Executive Department of the State of California, meetings of the TRANSPAC Board and TAC will utilize phone and video conferencing as a precaution to protect staff, officials, and the general public. The public is invited to participate by Zoom telephone or video conference via the methods below:

Video Conference Access: Please click the link at the noticed meeting time:

<https://us02web.zoom.us/j/84499730400?pwd=b2dFcjhsa0U2QmRRV3NKN2hFL0kwdz09>

Password: 858833.

Phone Access: To observe the meeting by phone, please call at the noticed meeting time 1 (669) 900-6883, then enter the Meeting ID: 844 9973 0400 and Password: 858833.

Public Comments: Public Comment may still be provided by submitting written comments to tiffany@graybowenscott.com by 3 p.m. on the day before the meeting, which will be read during Public Comment or on the related item when Public Comment is called and entered into the record.

Americans with Disabilities Act (ADA): This agenda is available upon request in alternative formats to persons with a disability, as required by the ADA of 1990 (42 U.S.C. §12132) and the Ralph M. Brown Act (Cal. Govt. Code §54954.2). Persons requesting a disability related modification or accommodation should contact TRANSPAC via email or phone at tiffany@graybowenscott.com or (925) 937-0980 during regular business hours at least 48 hours prior to the time of the meeting.

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1. **CONVENE REGULAR MEETING / 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.

3. **CONSENT AGENDA**

a. **MINUTES OF THE MARCH 11, 2021 MEETING** 🌀 **Page 5**

Attachment: Minutes of the March 11, 2021 meeting

END CONSENT AGENDA

4. **TRANSPAC CCTA COMMITTEE APPOINTMENTS.** TRANSPAC is represented on the Contra Costa Transportation Authority's (CCTA) Technical Coordinating Committee (TCC) by three (3) primary representatives and one (1) alternate. The current TRANSPAC TAC appointments are expiring March 31, 2021 and new appointments are required for the two-year term of April 1, 2021-March 31, 2023. 🌀 **Page 9**

ACTION RECOMMENDATION: Appoint Abhishek Parikh, Andy Smith, and Mario Moreno to serve as primary members and Lynne Filson as the alternate on behalf of TRANSPAC to serve as TRANSPAC representatives on the TCC for the term April 1, 2021 – March 31, 2023.

Attachment: Staff Report

5. **TRANSPAC WORK PLAN AND BUDGET PROCESS FOR FISCAL YEAR 2021/2022.** The TRANSPAC Joint Exercise of Power Agreement specifies that TRANSPAC shall adopt a budget that includes operational expenses and the proportional amount each agency will be required to pay to fund TRANSPAC. To prepare for the upcoming 2021/2022 budget process, the TRANSPAC Board is requested to review the overall process schedule as well as identify times for work plan discussion and employee review. 🌀 **Page 11**

ACTION RECOMMENDATION: Schedule a work plan discussion item as well as a closed session for the Public Employee Performance Evaluation and Labor negotiation for the Managing Director in conjunction with the May 13, 2021 TRANSPAC Board meeting.

Attachment: Staff Report

6. **ACCESSIBLE TRANSPORTATION STRATEGIC PLAN (ATSP).** The Contra Costa Transportation Authority's (CCTA's) 2017 Countywide Transportation Plan included direction to conduct the ATSP. In 2018, CCTA, with support from the County, initiated the ATSP Planning process using a Caltrans planning grant. The study examines ways to improve paratransit coordination and delivery for seniors, persons with disabilities and veterans. The outreach phase has been completed and the Draft Final ATSP is currently being routed for CCTA Board approval. (INFORMATION). 🌀 **Page 17**

Attachment: Staff Report

7. **TRANSPAC CCTA REPRESENTATIVE REPORTS**

8. CCTA EXECUTIVE DIRECTOR'S REPORT REGARDING AUTHORITY ACTIONS / DISCUSSION ITEMS 🌀 Page 53

Attachment: CCTA Executive Director Timothy Haile's Report dated March 17, 2021.

9. ITEMS APPROVED BY THE CCTA FOR CIRCULATION TO THE REGIONAL TRANSPORTATION PLANNING COMMITTEES AND RELATED ITEMS OF INTEREST 🌀 Page 55

Attachment: CCTA Executive Director Timothy Haile's RTPC Memo dated March 17, 2021.

10. TAC ORAL REPORTS BY JURISDICTION: Reports from Clayton, Concord, Martinez, Pleasant Hill, Walnut Creek, and Contra Costa County, if available. 🌀 **Page 59**

- TRANSPAC – Meeting summary letter dated March 11, 2021.
- TRANSPLAN – The last meeting was held on March 11, 2021. Meeting summary letter not yet received.
- SWAT – The last meeting was held on April 5, 2021. Meeting summary letter not yet received.
- WCCTAC – The last meeting was held on March 26, 2021. Meeting summary not yet received.

- Street Smarts Programs in the TRANSPAC Region can be found at: <https://streetsmartsdiablo.org/events/>
- County Connection Fixed Route Monthly Report:
- <http://countyconnection.com/wp-content/uploads/2021/02/5a.pdf>
- County Connection Link Monthly Report: <http://countyconnection.com/wp-content/uploads/2021/02/5b.pdf>
- The CCTA Project Status Report may be downloaded at: <https://ccta.primegov.com/Portal/viewer?id=1829&type=0>
- The CCTA Board meeting was held on March 17, 2021. The next meeting is scheduled for April 21, 2021.
- The CCTA Administration & Projects Committee (APC) meeting was held on April 1, 2021.
- The CCTA Planning Committee (PC) meeting was held on April 7, 2021.
- The CCTA Calendar for April 2021 to June 2021, may be downloaded at: <https://ccta.primegov.com/Portal/viewer?id=10625&type=2>

11. BOARDMEMBER COMMENTS

12. MANAGING DIRECTOR'S REPORT

13. ADJOURN / NEXT MEETING

The next meeting is scheduled for May 13, 2021 at 9:00 A.M. The location will be determined pending further guidance from the Contra Costa County Department of Public Health.

TRANSPAC Committee Meeting Summary Minutes

MEETING DATE: March 11, 2021

MEMBERS PRESENT: Mark Ross, Martinez (Chair); Loella Haskew, Walnut Creek (Vice Chair), Karen Mitchoff, Contra Costa County; Carlyn Obringer, Concord; Sue Noack, Pleasant Hill; Peter Cloven, Clayton

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

STAFF PRESENT: Abhishek Parikh, Concord; Robert Sarmiento, Contra Costa County; Andy Smith, Walnut Creek; Ricki Wells, BART; Matt Todd, TRANSPAC Managing Director; and Tiffany Gephart, TRANSPAC Clerk

GUESTS/PRESENTERS: Dennis Obrien, O'Brien Land Company; John Hoang, CCTA; Matt Kelly, CCTA; Dave Baker, O'Brien Land Company; Caryn Kali, O'Brien Land Company; Mike Moran, Lafayette; Brett Swain LPMC

MINUTES PREPARED BY: Tiffany Gephart

1. Convene Regular Meeting / Pledge of Allegiance / Self-Introductions

Chair Mark Ross called the meeting to order at 9:00 A.M. Introductions followed.

2. Public Comments

There were no comments from the public.

3. Consent Agenda

a. Minutes of the February 11, 2021 Meeting

On motion by Commissioner Noack seconded by Commissioner Haskew to approve the minutes by unanimous vote of the members present (Ross, Haskew, Mitchoff, Obringer Noack, Cloven).

4. LAMORINDA ACTION PLAN AMENDMENT REQUEST.

Matt Todd commented that the Lamorinda Program Management Committee (LPMC) Regional Transportation Planning Committee (RTPC) is forwarding an amendment to the Lamorinda

Action Plan to allow for the addition of a short-Link southbound lane (trap lane) on Pleasant Hill Road. The improvement project is proposed to be constructed as mitigation for the recently approved housing project (which will construct 315 units) at the southwest corner of Pleasant Hill Road and Deer Hill Road in the City of Lafayette. Mr. Todd noted that Pleasant Hill Road is a route of regional significance for both Lafayette and Pleasant Hill.

Mr. Todd noted that Mike Moran from City of Lafayette had contacted him and informed him that he could not access the zoom meeting due to technical computer issues. Chair Ross requested that Mr. Todd continue presentation and Mr. Todd reviewed the information included in the PowerPoint presentation supplied by Mr. Moran. There is a gateway constraint policy included in the Lamorinda Action Plan which restricts adding physical capacity on Pleasant Hill Road. LPMC has proposed an action plan amendment to the gateway constraint policy that would allow Lafayette to build a short-link lane on Pleasant Hill Road. LPMC has received requests to defer the mitigation measure or defer the item pending an existing lawsuit. Since the housing project is approved and the mitigation measure is defined if the trap lane is not allowed, the project will move forward without the trap lane.

Mr. Todd noted reasons for the trap lane include: 1) a reduction in local traffic delays while metering traffic with signal coordination; 2) evacuation times will be decreased during an emergency; 3) project will provide extra lane width under the City's control to utilize for future use. Reasons against the trap lane include: 1) added capacity will attract more traffic; 2) the roadway will be larger; 3) pedestrian crossing times will increase across a longer distance.

Mr. Todd noted that the question for the Board is to provide comment on the proposed action plan amendment. City of Lafayette is requesting that the Board provide any comments on the action plan amendment to the Lamorinda committee. Ultimately the action plan amendment will go to SWAT and the CCTA.

The LPMC has asked the TRANSPAC Board to review and provide comment on the Action Plan amendment. If the Board finds no objection to the amendment, it is recommended that the TRANSPAC Board provide a letter to CCTA indicating that TRANSPAC does not have an objection to the amendment.

Dennis O'Brien, developer of the Terraces, commented that the project is approved with or without the trap lane and believe that it is in the cities interest to have the trap lane put in but noted that he and his staff are in attendance to listen for feedback.

Commissioner Noack commented that another intersection along Pleasant Hill Road (Spring Hill Rd) tended to be more responsible for the backup than Deer Hill Road. Commissioner Noack asked if that had been looked at. Mr. O'Brien noted that the analysis of additional lane did not go beyond Deer Hill Road. Commissioner Noack noted that she is supportive of the trap lane and believed it would alleviate the congestion.

Mike Moran was able to join the meeting. Mr. Moran noted that the construction of the trap lane is an opportunity for the developer to fund a City improvement that the City of Lafayette is not funded to pay for now or likely in the future. Mr. Moran further noted that it would likely be a missed opportunity if not accepted now.

On motion by Commissioner Noack seconded by Commissioner Haskew to submit a letter to the LPMC indicating that TRANSPAC does not have an objection to the Lamorinda Action Plan amendment by unanimous vote. **(Ross, Haskew, Mitchoff, Obringer, Noack, Cloven).**

5. MEASURE J LINE 20A FUNDS PROGRAM - FY 2021-2022 PROGRAM.

Matt Todd commented that in 2020 the TRANSPAC Board voted to defer programming 2021-22 funds due to unknown impacts of COVID-19. The funds are for services benefiting seniors and people with disabilities and consists of .5% of overall Measure J funds. In January 2020, CCTA projected Measure J funding for TRANSPAC would be \$460k per year. CCTA projected a 15-20% reduction in Measure J funding due to COVID-19 which would bring the revenues down to approximately \$380k. However, it appears that the reduction has not materialized, and funding revenue is coming in more consistent with the initial projection levels. Mr. Todd noted that the 2020-21 program was \$545k which included \$90k in cost savings rolled over from the previous year.

Mr. Todd provided a summary of the types of programs and projects funded with this program. Mr. Todd commented that 2021-22 programming is recommended by the TAC to utilize the following assumptions: 1) FY 2021/22 programming to be considered from the applications initially submitted for the two-year programming cycle and not consider new applications; and 2) TRANSPAC staff will collect information on the implementation of the programs funded for FY 2020/2021 and the level of programming required for FY 2021/22 will consider the current program implementation status (i.e., are there cost savings).

The programming schedule includes TAC review of programming information in March 2021, TAC review of draft program in April 2021, Board review of draft program in May 2021, TAC review of final program in May 2021, and Board approval of final program in June 2021.

On motion by Commissioner Noack seconded by Commissioner Obringer to approve the programming process and schedule for the FY 2021/22 Measure J Line 20a program by unanimous vote of the members present. **(Ross, Haskew, Mitchoff, Obringer, Noack, Cloven).**

6. TRANSPAC CCTA REPRESENTATIVE REPORTS.

Commissioner Noack commented that at the CCTA Administration and Projects Committee Meeting (APC) the Commissioners received a legislative update and provided approvals on nominated projects for the Safe and Seamless Mobility Quick Strike Program.

Commissioner Haskew noted that at the Planning Committee meeting the Commissioners approved the Growth Management Plan (GMP) Implementation Plan and received information on the Accessible Transportation strategic plan (ATSP).

7. CCTA EXECUTIVE DIRECTOR'S REPORT REGARDING AUTHORITY ACTIONS / DISCUSSION ITEMS.

No member comments.

8. ITEMS APPROVED BY THE CCTA FOR CIRCULATION TO THE REGIONAL TRANSPORTATION PLANNING COMMITTEES AND RELATED ITEMS OF INTEREST

No member comments.

9. TAC ORAL REPORTS BY JURISDICTION: Reports from Clayton, Concord, Martinez, Pleasant Hill, Walnut Creek, and Contra Costa County, if available.

No member comments.

10. BOARDMEMBER COMMENTS

Commissioner Mitchoff commented that there will be a memorial to recognize the anniversary of the first death from COVID-19 in Contra Costa County and more information will be forthcoming.

11. MANAGING DIRECTOR'S REPORT

No member comments.

12. ADJOURN / NEXT MEETING The meeting adjourned at 9:39 A.M. The next meeting is scheduled for April 8, 2021 at 9:00 A.M.

TRANSPAC Board Meeting **STAFF REPORT**

Meeting Date: April 8, 2021

Subject:	TRANSPAC CCTA COMMITTEE APPOINTMENTS
Summary of Issues	TRANSPAC is represented on the Contra Costa Transportation Authority's (CCTA) Technical Coordinating Committee (TCC) by three (3) primary representatives and one (1) alternate. The current TRANSPAC TAC appointments are expiring March 31, 2021 and new appointments will need to be made for the two-year term of April 1, 2021-March 31, 2023.
Recommendations	Appoint Abhishek Parikh, Andy Smith, and Mario Moreno as primary members and Lynne Filson as the alternate to serve as TRANSPAC representatives on the TCC for the term April 1, 2021 – March 31, 2023.
Financial Implications	No TRANSPAC financial implications
Options	Request additional recommendation(s) from TRANSPAC TAC

Background

TRANSPAC is represented on the CCTA Technical Coordinating Committee (TCC) by three staff representatives and one alternate from the planning and engineering disciplines. The TCC provides advice on technical matters that may come before the CCTA. Members also act as the primary technical liaison between the CCTA and the RTPCs. The TCC reviews and comments on items including project design, scope and schedule; provides advice on development of priority transportation improvement lists for submittal to the Metropolitan Transportation Commission (MTC) for projects proposed under certain federal transportation acts; reviews and comments on the Strategic Plan of the CCTA; reviews and comments on the CCTA Congestion Management Program; reviews RTPC Action Plans and the Countywide Transportation Plan; and reviews and comments on the CCTA Growth Management Plan Implementation Documents. The TCC may also form subcommittees for specific issues and is anticipated to meet about 10 times a year.

Scott Alman (Clayton), Andy Smith (Walnut Creek), and Abhishek Parikh (Concord) are currently serving as the primary TCC representatives with Mario Moreno (Pleasant Hill) serving as the alternate. The current term expires March 31, 2021. At the March 25, 2021 TRANSPAC TAC meeting, Abhishek Parikh and Andy Smith were recommended to be reappointed as primary representatives on the TCC for the term ending March 31, 2023. Scott Alman notified the Committee that he is no longer serving as the City Engineer for the City of Clayton and the City

of Martinez and Mario Moreno agreed to fill his seat for the third primary position for the for the term ending March 31, 2023. Upon selection of a permanent Traffic Engineer at the City of Pleasant Hill, a new appointment may be recommended at that time. Lynne Filson representing the City of Martinez, agreed to fill the alternate position for the term ending March 31, 2023. It is requested that the TRANSPAC Board appoint the aforementioned TRANSPAC TAC members to fill the three (3) primary and one (1) alternate positions on the TCC for the two-year term April 1, 2021-March 31, 2023.

TRANSPAC Board Meeting *STAFF REPORT*

Meeting Date: April 8, 2021

Subject:	TRANSPAC WORK PLAN AND BUDGET PROCESS FOR FISCAL YEAR 2021/2022
Summary of Issues	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 to fund TRANSPAC. To prepare for the upcoming 2021/2022 budget process, the TRANSPAC Board is requested to review the overall process schedule as well as identify times for work plan discussion and employee review.
Recommendations	Schedule a work plan discussion item as well as a closed session for the Public Employee Performance Evaluation and Labor negotiation for the Managing Director in conjunction with the May 13, 2021 TRANSPAC Board meeting.
Financial Implications	This agenda item is initiating the work plan and budget process. The final budget is scheduled to be considered at the June TRANSPAC Board meeting. The TRANSPAC budget projects the costs associated with TRANSPAC operations and the identifies the level of funds required, including member contributions, to be included in the TRANSPAC FY 2021/2022 Budget. The method to determine the proportional amount each agency would be required to pay of any member contribution will be based on the formula specified in the TRANSPAC JPA.
Options	Options include: <ul style="list-style-type: none">• Direct staff to modify the process for the work plan and budget tasks
Attachment(s)	A. TRANSPAC FY 2020/2021 Work Plan B. TRANSPAC FY 2020/2021 Budget

Background

The TRANSPAC Bylaws specify the Board shall adopt a budget that includes operational expenses and the proportional amount each agency will be required to pay and that the Board shall appoint a Managing Director to administer the day-to-day activities of TRANSPAC and report to the Board. The FY 2021/2022 budget is expected to be similar to the previous year with the Managing Director / Administration Support Contract being the largest annual expense.

Work Plan

TRANSPAC considers the annual work plan in conjunction with review of an annual budget. The work plan priority tasks are intended to be evaluated on a regular basis to allow for the affirmation or revision of priorities. The work plan is based on the recent discussion and identified priorities, as well as some items that TRANSPAC would perform in any event (i.e. Measure J Line 20a programming cycle). In the lead up to the FY 2019/2020 budget and work plan efforts, TRANSPAC devoted substantial time to review and revise the work plan. Last year a work plan Board discussion occurred in the lead up to the FY 2020/2021 budget. It is proposed the Board schedule time for a work plan discussion at the May Board meeting, including discussing impacts due to COVID-19.

Managing Director Annual Review

Since the initiation of the GBS contract, the TRANSPAC Board has held a closed session for Public Employee Performance Evaluation and Labor negotiation (pursuant to Government Code §54957) for the Managing Director annual review process. The TRANSPAC Board is recommended to schedule a closed session for Public Employee Performance Evaluation and Labor negotiation in conjunction with the May Board meeting.

The budget and work plan for the current fiscal year has been included in the attached material for reference.

The overall schedule proposed for the work plan and budget process for fiscal year 2021/2022 is detailed below.

	Board Action
April 2021	Review of 2021/2022 work plan and budget process schedule
	Schedule work plan review and Managing Dir. Review
May 2021	Closed Session for Employee Review
	Review draft 2021/2022 work plan
	Review draft 2021/2022 budget
June 2021	Approve final 2021/2022 work plan and budget
	Approve FY 2021/2022 Managing Director contract

TRANSPAC

2020 / 2021 WORK PLAN

Strategic Planning Discussion Identified Work

- Project Delivery Coordination
 - How to deliver projects more efficiently (pricing and partnering)
 - Includes review of options for partnering on rehabilitation contracts
 - Review local agency CIP priorities
 - Project candidates for a possible stimulus program
- Regional Coordination
 - Coordinate with partner agencies to review and discuss items of interest, with agencies including:
 - TRANSPLAN
 - Could include priority Highway 4 improvements
 - SWAT
 - Could include priority I-680 improvements
 - Could include Routes of Regional Significance
- Review priority tasks annually to affirm or revise

Ongoing / Existing Tasks

- Measure J Line 20A
 - FY 2021/2022 programming (approved only FY 2020/2021 in last cycle)
 - Impacts of COVID-19 on program
- 680/Monument Bike/Pedestrian Improvements Feasibility Study
 - Initiated in FY 2018/2019 and ongoing into FY 2020/21
- General Programming Tasks
 - Measure J
 - Line 10 (BART Parking, Access, and Other Improvements) (as needed)
 - Line 19a (Additional Bus Service Enhancements) (as needed)
 - Line 20a (Additional Senior and Disabled Transportation) (as needed)
- Other potential items
 - Action Plan tasks
 - Project update/status reports

Administrative Tasks

- Quarterly and Year End Financial Report
- Appointments
 - CCTA Board Representative
 - Other CCTA Committee Appointments
- FY 2019/2020 Audit
- 2021 Meeting Schedule
- Administration of Conflict of Interest Form 700 process
- 2021/2022 Workplan and Budget
- Administration of Contracts and Invoices

TRANSPAC 2020-2021 BUDGET						
EXPENDITURES						
		2019-2020	2020-2021			
Managing Director / Admin Support Contract (time and material based expenses) (includes printing, postage & supplies)		\$ 230,000	\$ 230,000			
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)		\$ 10,000	\$ 7,500			
Audit Services		\$ 5,000	\$ 4,500			
City of Martinez - Pacheco Transit Hub / Park & Ride Lot Maintenance		\$ 10,000	\$ 10,000			
Subtotal		\$ 260,000	\$ 257,000			
Pleasant Hill City/Fiscal Administration		\$ 3,000	\$ 3,000			
Subtotal		\$ 3,000	\$ 3,000			
Costs subtotal		\$ 263,000	\$ 260,000			
Contingency		\$ 24,557	\$ 24,500			
Project Reserve - This line represents the budget to fund the I-680 / Monument Blvd. Bicycle and Pedestrian Improvement Feasibility study. TRANSPAC entered into an agreement with CCTA to procure a consultant. Fehr and Peers was selected. With the CCTA focus on TEP in Spring and Summer of 2019, the initiation of the contract was delayed. Staff met with CCTA and Fehr in Peers in November 2019 to reinstate the contract. Unexpended funds from FY 2019/2020 will carry over to FY 2020/2021.		\$ 215,999	\$ 122,000			
Total		\$ 503,556	\$ 406,500			
REVENUES						
		2019-2020	2020-2021			
Member Agency Contributions		\$ 225,000	\$ 210,000			
Carryover Balance		\$ 62,558	\$ 74,500			
Project Reserve Carryover Balance		\$ 215,999	\$ 122,000			
Total		\$ 503,556	\$ 406,500			
NOTES:						
-TRANSPAC does not have any direct employees. Staff positions provided through contract.						

TRANSPAC 2020-2021 BUDGET						
ALLOCATION FORMULA FOR MEMBER AGENCY CONTRIBUTION REVENUE BUDGET						
PART B	MEASURE J RTS \$s	MEASURE J RTS %	\$ FROM RTS PART B		PART A	Total for Jurisdiction
JURISDICTION	Allocation					
CLAYTON	\$ 264,543	5.52%	\$ 5,792		\$ 17,500	\$ 23,292
CONCORD	\$ 1,670,146	34.82%	\$ 36,564		\$ 17,500	\$ 54,064
MARTINEZ	\$ 589,756	12.30%	\$ 12,911		\$ 17,500	\$ 30,411
PLEASANT HILL	\$ 604,128	12.60%	\$ 13,226		\$ 17,500	\$ 30,726
WALNUT CREEK	\$ 994,069	20.73%	\$ 21,763		\$ 17,500	\$ 39,263
CONTRA COSTA COUNTY ^	\$ 673,515	14.04%	\$ 14,745		\$ 17,500	\$ 32,245
TOTAL	\$ 4,796,157		\$ 105,000		\$ 105,000	\$ 210,000
^Estimated at 25% of allocation (\$2,694,060)						
Based on "DRAFT - FY 2019-20 Distribution of 18% Funds to Local Jurisdictions to Street Maintenance"						

TRANSPAC Board Meeting **STAFF REPORT**

Meeting Date: April 8, 2021

Subject:	CONTRA COSTA ACCESSIBLE TRANSPORTATION STRATEGIC PLAN
Summary of Issues	The Contra Costa Transportation Authority (CCTA) and the County are partnering on a planning effort to improve transportation options for older persons, those with disabilities, and veterans. The effort is called the Accessible Transportation Strategic Plan (ATSP). The Draft Final ATSP is completed and is pending CCTA Board approval. CCTA staff will provide additional information on this item at the meeting.
Recommendations	None – For information only.
Financial Implications	No TRANSPAC financial implications
Attachment(s)	A. March 3, 2021 CCTA Planning Committee Staff Report B. Draft Contra Costa ATSP Executive Summary C. Draft Contra Costa ATSP (weblink)

Background

The CCTA and the County are partnering on a planning effort to improve transportation options for older persons, those with disabilities, and veterans. The effort is called the Accessible Transportation Strategic Plan (ATSP). TRANSPAC received information about the ATSP in late Spring 2020 regarding outreach efforts associated with the Plan. The Draft Final ATSP is being routed for CCTA Board approval and submission to the California Department of Transportation (Caltrans) to complete the Sustainable Communities Planning Grant requirements.

The ATSP is intended to address new as well as several unimplemented recommendations of previous studies which were similar in scope. The process incorporated into the ATSP resulted in a more collaborative and engaging discussion than was the case in previous studies. It is therefore anticipated that the recommended strategies will have greater community and agency support than previous efforts, and therefore have a greater likelihood of implementation.

Seniors and people with disabilities face challenges navigating a disparate transportation system. In addition, the proportion of seniors in the population is growing significantly leading to an increase in demand for ADA paratransit services and a continuing magnification of related transportation challenges including the need for greater transportation resources. The growing

challenges facing seniors, people with disabilities, and eligible veterans in accessing needed transportation have been integrated into the recommended strategies of the ATSP.

The study's three primary goals were to:

1. Evaluate the existing services and provide corresponding recommendations for improvements,
2. Identify alternative models for service delivery, present those alternatives to stakeholders, and select a final preferred model, and
3. Develop a detailed implementation plan for that model.

Upon approval of the ATSP, CCTA staff will create an Accessible Transportation Implementation Task Force (TF) and implement the ATSP with ongoing community input through the TF. Any study related to transportation for seniors and people with disabilities needs to address the issues of funding and demand. The TF is proposed to have three primary tasks:

1. Identify ATSP recommended strategies that can be delegated to existing agencies or non-profit organizations that do not require a Coordinated Entity (CE) for short-term implementation,
2. Define and establish a dedicated countywide CE for implementation of countywide strategies, and
3. Identify funding.

Upon approval of the Draft Final Contra Costa ATSP and implementation of the TF, CCTA staff will prepare a workplan, budget, review funding opportunities and propose members for the TF in late Spring 2021. A future phase of the implementation would include establishing a dedicated countywide coordinated entity.

TRANSPAC should continue to monitor the ATSP implementation as resources such as the TRANSPAC Line 20A funded services will ultimately contribute to the efforts.

Planning Committee **STAFF REPORT**

Meeting Date: March 03, 2021

<p>Subject</p>	<p>Request Authority Board Approval of the Draft Final Contra Costa Accessible Transportation Strategic Plan (ATSP) and to Submit the Final Report to the California Department of Transportation (Caltrans)</p>
<p>Summary of Issues</p>	<p>In 2019, the Authority received a Sustainable Communities Planning grant from Caltrans in the amount of \$400,000 to complete a countywide ATSP to address disparate transportation services in the county related to transportation for seniors and people with disabilities. The study was recommended in the 2017 Countywide Transportation Plan (CTP). The ATSP was prepared by Nelson\Nygaard Consulting Associates, Inc. (Nelson\Nygaard) with oversight provided in partnership between the Authority and Contra Costa County (County) and a Technical Advisory Committee (TAC) and a Policy Advisory Committee (PAC).</p>
<p>Recommendations</p>	<p>Staff seeks Authority Board approval of the attached Draft Final Contra Costa ATSP so that Authority staff may forward the final report to Caltrans to complete the Sustainable Communities Planning grant, authorize implementation of the recommended Coordinating Structure by creating an Accessible Transportation Implementation Task Force (TF) to address and implement the ATSP, and continue to collect input from the public and stakeholders to provide information to the TF.</p>
<p>Staff Contact</p>	<p>Peter Engel</p>

Financial Implications	The ATSP was completed using a Caltrans Sustainable Communities Planning grant and within budget. Authority staff will return at a later meeting with a proposed budget to fund the ATSP TF.
Options	None
Attachments (<i>Revised Attachments A and B</i>)	<p>A. Draft Final Contra Costa ATSP Executive Summary – <i>Revised</i></p> <p>B. Draft Contra Costa ATSP – <i>Revised</i></p>
Changes from Committee	<i>Staff made minor revisions to Attachments A and B based on a final quality review.</i>

Background

The ATSP originated from the 2017 Contra Costa CTP. The CTP identified a need to address the challenges associated with: (1) different types of accessible transportation services for older adults and people with disabilities; (2) multiple transportation providers including cities/towns, transit operators, social services agencies, and non-profit organizations; and (3) diverse, and sometimes overlapping service areas.

The ATSP is also intended to address several unimplemented recommendations of three previous studies which were similar in scope. The 2016 and 2020 Transportation Expenditure Plans (TEP) was unsuccessful in assessing new sales tax measure funds; however, they did further set expectations for the ATSP to ultimately "implement a customer-focused, user-friendly, seamless coordinated system". The ATSP will also help fulfill a requirement by the Metropolitan Transportation Commission (MTC) in its Resolution 4321, that County Transportation Agencies (CTA)/Congestion Management Agencies (CMA) must meet the following mobility management requirement:

"Each county must establish or enhance mobility management programs to help provide equitable and effective access to transportation." Mobility management in this context refers to a centralized point-of-contact that facilitates ease of use of a variety of transportation modes by people with disabilities, veterans, and older adults.

MTC uses the following description to define mobility management activities:

The region's Coordinated Public Transit-Human Services Transportation Plan directs counties to develop mobility management programs with three key components:

- Countywide travel training;
- In-person Americans with Disabilities Act (ADA) paratransit certification; and
- Coordination of information and referrals (I&R) through the provision of a mobility manager.

The Authority and the County jointly applied for the Caltrans Sustainable Communities Transportation Planning grant and agreed that the project would be managed by the Authority with assistance from the County's Department of Conservation and Development. As part of the preparation for the project, the Authority and the County met with each transit agency to ensure they were supportive of the study, consulted with the Authority's Bus Transit Coordinating Committee (BTCC), and had each transit agency review and comment on the Scope-of-Work (SOW) and proposed oversight structure before the study was initiated.

This ATSP effort was a partnership between the Authority and the County, funded by a Caltrans Sustainable Communities Transportation Planning grant. The Authority issued a Request for Proposals (RFP) and selected Nelson\Nygaard to complete the ATSP. The process of developing the plan was originally intended to involve multiple oversight committees. The project team eventually defined and set-up a TAC and a PAC.

Technical Advisory Committee (TAC)

The role of the TAC was to provide subject matter expertise and public policy implications on service concepts under review by the study team. The TAC first met in November 2019 and continued meeting approximately monthly throughout the Study.

Policy Advisory Committee (PAC)

The role of the PAC was to provide input on addressing policy barriers, communicate with stakeholders about the Study, liaise with elected or appointed Boards, and review and prioritize recommended strategies. The PAC first met in August 2020 and was originally

slated to meet three times. Given the online meeting format and the complicated nature of the County's transportation challenges, the PAC ended up meeting approximately monthly since October 2020.

As noted above, previous paratransit-related studies have been completed. Four studies of note are the 1990 Contra Costa County Paratransit Plan, the 2004 Contra Costa County Paratransit Improvement Study, the 2013 Contra Costa County Mobility Management Plan, and the 2018 West Contra Costa Transportation Advisory Committee (WCCTAC) Transportation Needs Assessment. While many of the strategies recommended in those plans are considered to be best practices in other locations, a significant proportion have not been implemented in the County. There are a variety of reasons for the failure to implement these previous studies such as lack of political support, structural issues related to the existence of multiple agencies involved in service delivery, and the lack of funding. A primary factor in the Authority's design and development of this study was to uncover and address these previous barriers to ensure that recommendations from this study are more likely to be implemented. The process incorporated into the ATSP resulted in a more collaborative and engaging discussion than was the case in previous studies. It is therefore anticipated that the recommended strategies will have greater community and agency support than previous efforts, and therefore have a greater likelihood of implementation.

Seniors and people with disabilities face significant challenges navigating a disparate transportation system. In addition, the proportion of seniors in the population is growing significantly leading to an increase in demand for ADA paratransit services and a continuing magnification of related transportation challenges including the need for greater transportation resources. The growing challenges facing seniors, people with disabilities, and eligible veterans in accessing needed transportation have been integrated into the recommended strategies of the ATSP.

The study's three primary goals were to:

1. Evaluate the existing services and provide corresponding recommendations for improvements;
2. Identify alternative models for service delivery, present those alternatives to stakeholders, and select a final preferred model; and

3. Develop a detailed implementation plan for that model.

Any study related to transportation for seniors and people with disabilities needs to address the issues of funding and demand. The Authority and the County recognize that current funding for these areas is limited. Grants for planning (e.g. Caltrans) and mobility management pilots may be obtained (e.g. Federal Transit Administration 5310) but jurisdictions must still establish sustainable funding for ongoing operations. Significant portions of current funding, such as for ADA-mandated paratransit programs, are restricted on how and to whom they can provide service. Regulatory concerns also affect transportation to and from healthcare, and inter-jurisdictional travel. Although some organizations and jurisdictions have proposed legislative fixes to these issues, it is challenging to change State or Federal law.

Outreach

At the outset of this effort, a framework was developed for public outreach and engagement that would solicit input from key individuals and organizations, as well as a broad cross-section of the County’s communities and stakeholder groups, particularly seniors and persons with disabilities. The outreach plan included five key goals to support a successful ATSP:

1. Educate community members about the Study and different transportation options in the County;
2. Engage with community members and learn about current transportation usage;
3. Identify strengths and challenges of existing services and unmet needs;
4. Gather and incorporate feedback on alternative models; and
5. Create support within the community for new models and identify potential barriers to implementation.

Outcomes from ATSP Outreach

- Presentations pre-COVID
 - Developmental Disabilities Council of Contra Costa County

- Pleasant Hill Commission on Aging
- Surveys – 1000+
 - English, Spanish and Mandarin
- Flyer/survey emailed and on paper with meal delivery
- Five Virtual Focus groups
 - Diablo Valley College Disability Support Services
 - Lighthouse for the Blind
 - San Pablo Senior Center (Spanish)
 - San Ramon Senior Center
 - El Cerrito Senior Center
- Eleven Stakeholder interviews
- Telephone Town Hall Meeting – Oct 27, 2020
 - Call available in English, Spanish, and Mandarin
 - 225 people pre-registered
 - 23,000 phone numbers dialed, 1,149 accepted.
 - 4 simple polls; 17 audience questions answered by staff
- Partner websites
- Social media
 - Instagram, Facebook, Nextdoor, and Twitter
- Public Strategy Input on Recommendations through the project website ([www.https://www.atspcontracosta.com/](https://www.atspcontracosta.com/))

The outreach effort provided significant input into the identification of transportation needs

and gaps, which are provided in Chapter 4 of the ATSP.

The final two chapters of the ATSP provide recommended mobility strategies to address the needs and gaps, as well as an implementation plan which includes a blueprint to implementation of these strategies.

The primary recommended strategy that is necessary to implement several of the mobility strategies is the implementation of a Coordinated Structure as defined in detail below.

Coordinated Structure

A coordinated structure will need to be in place to implement countywide and centralized mobility strategies. Due to the complexity of implementing a coordinated service, establishment of this structure is proposed to be an iterative, two-phase process. In the short-term, a TF should be established that will be responsible for identifying which mobility strategies require a dedicated entity to increase the likelihood of implementation of countywide study recommendations, and which strategies could be assigned to existing entities for implementation in the shorter term.

Phase 1: Establish a Task Force (TF)

The ATSP recommends that a TF be established to take the study recommendations to the next level of implementation. Following are some of the elements of this task that will need to be implemented:

Composition: The TF should include representatives of a broad variety of individuals representing agencies or user groups that have a stake in the project outcomes. This TF should include representatives of relevant human service agencies, transit agencies, elected officials, disabled and older adult advocates representing a range of segments of these communities, veterans, funding bodies, and other representatives.

To expedite the development of the TF, the ATSP recommends that it be composed of a modified version of the study's PAC, depending on interest, availability, and representation of a diversity of interests.

Mission: The TF is proposed to have three primary tasks:

1. Identify ATSP recommended strategies that can be delegated to existing agencies or non-profit organizations that do not require a Coordinated Entity (CE) for short-term implementation;
2. Define and establish a dedicated countywide CE for implementation of countywide strategies; and
3. Identify funding.

Activities should include prioritizing of the strategies presented in this study, and development of an incremental approach to strategy implementation. This would ensure that select study recommendations can be implemented in the short-term rather than waiting for the creation or designation of a unified entity for implementation of large-scale, longer term strategies.

Reporting Structure and Administrative Support: Authority staff is recommending that the responsibility of interim oversight of the TF be provided by the Authority to ensure continuity moving to the next phase from the ATSP.

The TF could be an advisory committee to the Authority Board and report regularly on activities. It would need to be determined how and when the TF would report to the County Board of Supervisors (BOS), and/or transit agency Boards.

Funding Sources: Potential overhead costs for this task should be relatively limited beyond the required staffing support. Authority staff will bring a recommendation of proposed funding for staffing support to a future Authority Board meeting.

Time Frame: Once the ATSP has been approved by the Authority Board and County BOS, the TF could begin operating within three to six months. If the PAC is used as the basis for the formulation of the TF, it will ease implementation of this recommendation. The TF would remain in place until it completed its mission and could be dissolved once a CE is in place.

Phase 2: Establish a Dedicated Countywide Coordinated Entity (CE)

A dedicated CE should either be created or designated to implement countywide study recommendations. The TF will be responsible for determining where this entity should be housed – it could be in an existing non-profit or public agency, or the TF could determine that

a new entity will need to be established.

Mission: The role of the CE would be to implement study recommendations. Examples of strategies to be implemented by the CE could include:

- Identify and pursue new funding sources.
- Administer a uniform countywide ADA paratransit eligibility certification.
- Expand mobility management function.
- Procure joint paratransit scheduling software.
- Present a unified voice regarding policy and funding at the local, state, and federal levels.
- Oversee a one-seat ride for inter-jurisdictional trips both within and outside the county.

Additional opportunities for countywide service could be considered in the future as appropriate.

Successful implementation of this recommendation will require political commitment at the highest levels of elected representatives in the County serving on the Authority Board, County BOS, and transit agencies.

Substantial effort will be required to set-up this organization (or to designate an existing organization to take on this role). Some of the considerations include potentially lengthy negotiations between stakeholders, resolution of legal issues, governance decisions, incorporating and otherwise incubating a non-profit, setting up joint powers agreements, etc.

The CE could have significant potential for implementing some of the longer term strategies proposed in the ATSP depending on the strength of leadership and the ability to secure dedicated funding.

The CE will need to seek funding through a variety of means, likely including funding dedicated through a sales tax measure. A non-profit could have access to funding not available to public entities, such as grant funding and Community Development Block Grants, foundation funding, donations, other public funding options, etc.

One role of the TF and CE will be to explore comprehensive funding opportunities outside of “transportation” dollars. State and federal agencies provide funding through social service

departments for transportation, outside of the traditional transportation silos.

Recommendations

Authority staff is recommending that the Authority take the following actions:

1. Approve the attached Draft Final Contra Costa ATSP and forward to Caltrans to close out the Sustainable Communities Planning grant by the end of March;
2. Authorize the implementation of the recommended Coordinating Structure by creating a TF to address and implement the ATSP recommendations; and
3. Continue to collect input from the public and stakeholders for informing and consideration by the TF.

Next Steps

If the creation of the TF is authorized, Authority staff will work with County staff to bring back to the Authority Board a work plan, budget, possible funding, schedule and proposed member roster for the TF in May or June 2021 to incorporate into the Fiscal Year 2021-22 workplan and budget.



CONTRA COSTA ACCESSIBLE TRANSPORTATION STRATEGIC PLAN EXECUTIVE SUMMARY

MARCH 2021



ACKNOWLEDGEMENTS

The Contra Costa Accessible Transportation Strategic Plan was funded by a Caltrans Sustainable Transportation Planning Grant.

Project Team

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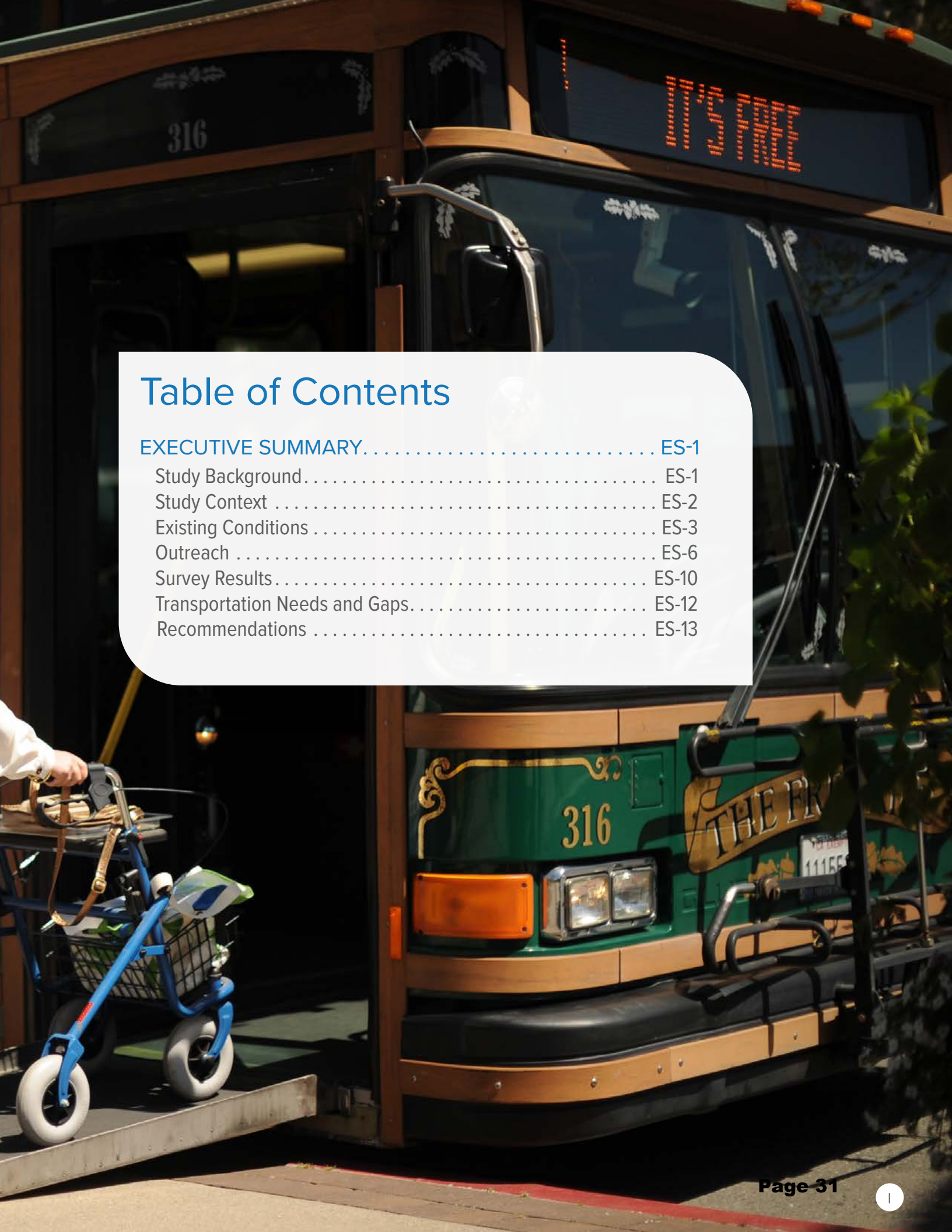


Table of Contents

EXECUTIVE SUMMARY.....	ES-1
Study Background.....	ES-1
Study Context	ES-2
Existing Conditions	ES-3
Outreach	ES-6
Survey Results.....	ES-10
Transportation Needs and Gaps.....	ES-12
Recommendations	ES-13



EXIT 23
Pinole Valley Rd
1 1/2 MILES

Hercules Exit
Pinole Valley Rd
Applan Way

EXIT 23
Hercules
1/2 MILE

EXIT 24
Willow Ave
Rodeo



Executive Summary

STUDY BACKGROUND

The Accessible Transportation Strategic (ATS) Plan provides a coordination structure with strategies to improve accessible transportation services, based on an examination of transportation challenges facing seniors, people with disabilities, and veterans in Contra Costa County.

Sponsored by a partnership between CCTA and the County, the ATS was funded by a Caltrans Sustainable Communities Transportation Planning grant.

Inclusive and equitable public engagement was a key focus of the Plan, with input from organizations, key stakeholders, and the broader Contra Costa community.

Project Oversight

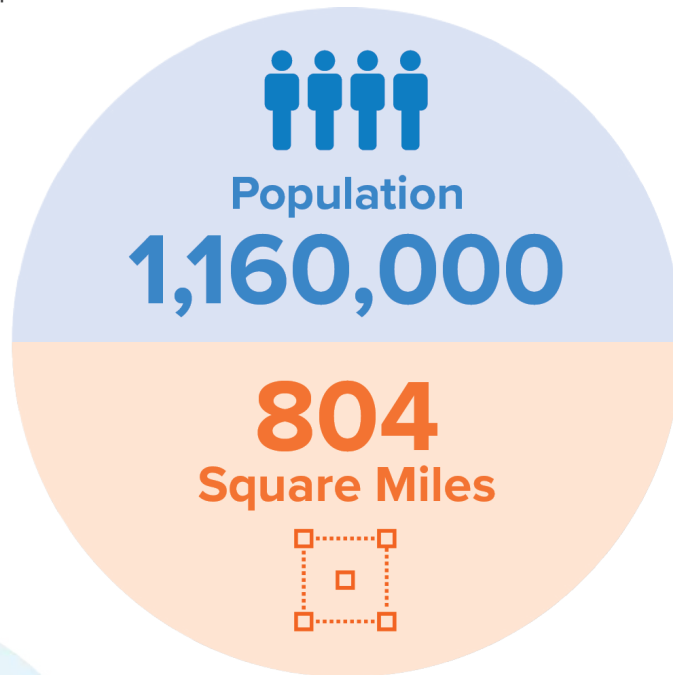
The ATS process was overseen by Technical Advisory and Policy Advisory Committees. In March 2020, due to the COVID-19 outbreak, the project team started working “virtually” to allow people to participate safely.

- **Technical Advisory Committee (TAC)**
Provided subject matter expertise and public policy implications on service concepts
- **Policy Advisory Committee (PAC)**
Provided input on addressing policy barriers, communicating with stakeholders about the Study, liaising with elected or appointed Boards, and reviewing and prioritizing recommended strategies

STUDY CONTEXT

Contra Costa County has a diverse population spread across a relatively large area.

3rd
largest
population and
area in Bay Area



Not including census-designated places and unincorporated areas

Related Planning Initiatives 2016-2020

**2016 and 2020
Transportation Expenditure Plan**
“CCTA will develop an Accessible Transportation Strategic Plan to implement a customer-focused, user-friendly, seamless coordinated system...”

2017 Countywide Comprehensive Transportation Plan
“Initiate the ATS Plan: Ensure services are delivered in a coordinated system...”

2019 Metropolitan Transportation Commission (MTC) Resolution 4321
“Each county must establish or enhance mobility management programs to help provide equitable and effective access to transportation.”

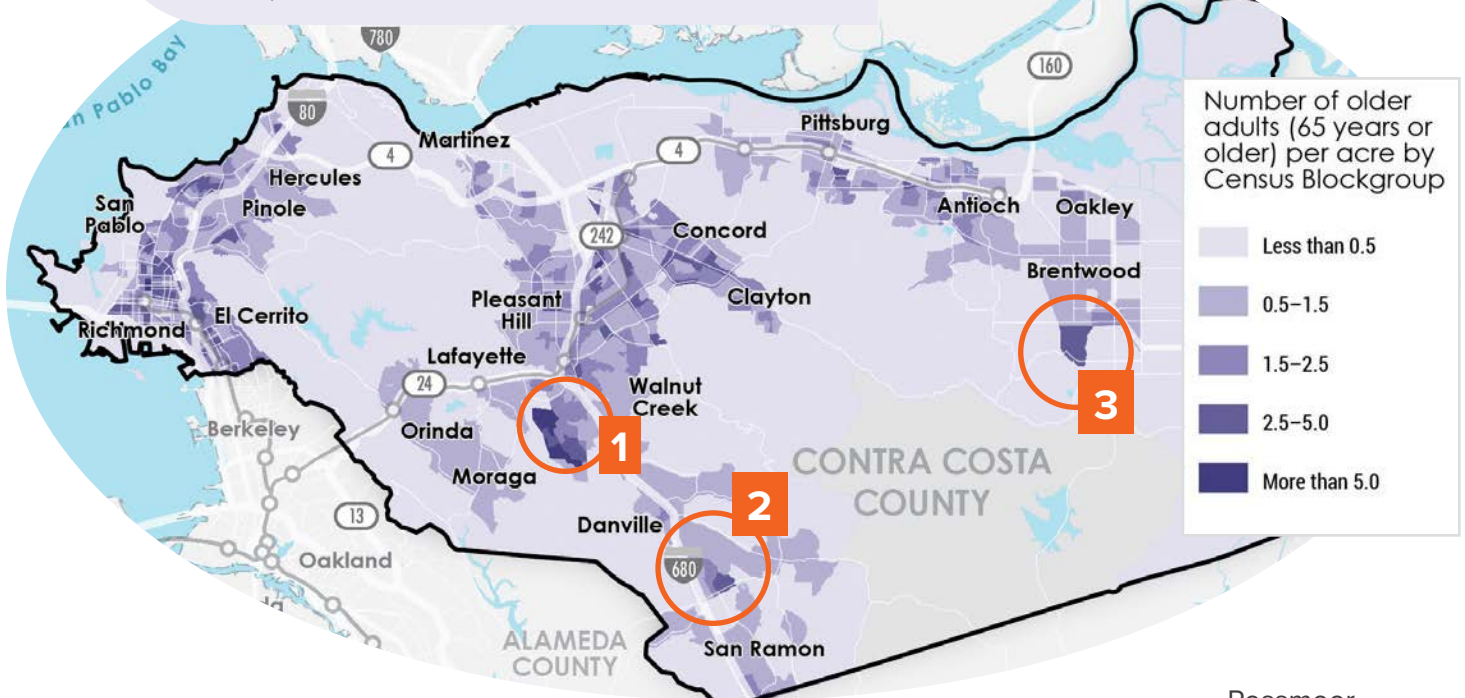
EXISTING CONDITIONS

Older Adults and Adults with Disabilities

The distribution of older adults and people with disabilities reflects the general population spread throughout the county, with a few areas of unusual concentration. Rossmoor has a higher population both of older adults and people with disabilities—countywide, those two groups constitute 23% of the population.

Older Adults

Three areas have a higher density of older adults:
1) Rossmoor (between Moraga and Walnut Creek),
2) Crow Canyon (north of San Ramon), and the
 area **3) South of Brentwood**.



23%

over 65 or disabled



15%
over 65

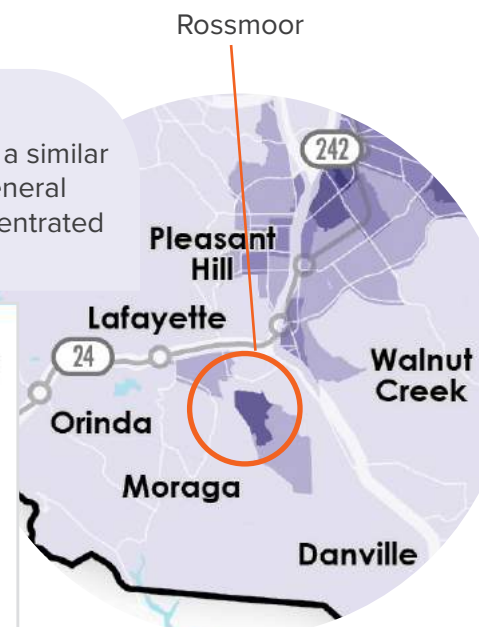
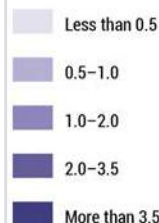
8%
under 65, with disability

County Residents

People with Disabilities

People with disabilities have a similar geographic spread as the general population, except one concentrated area in **Rossmoor**.

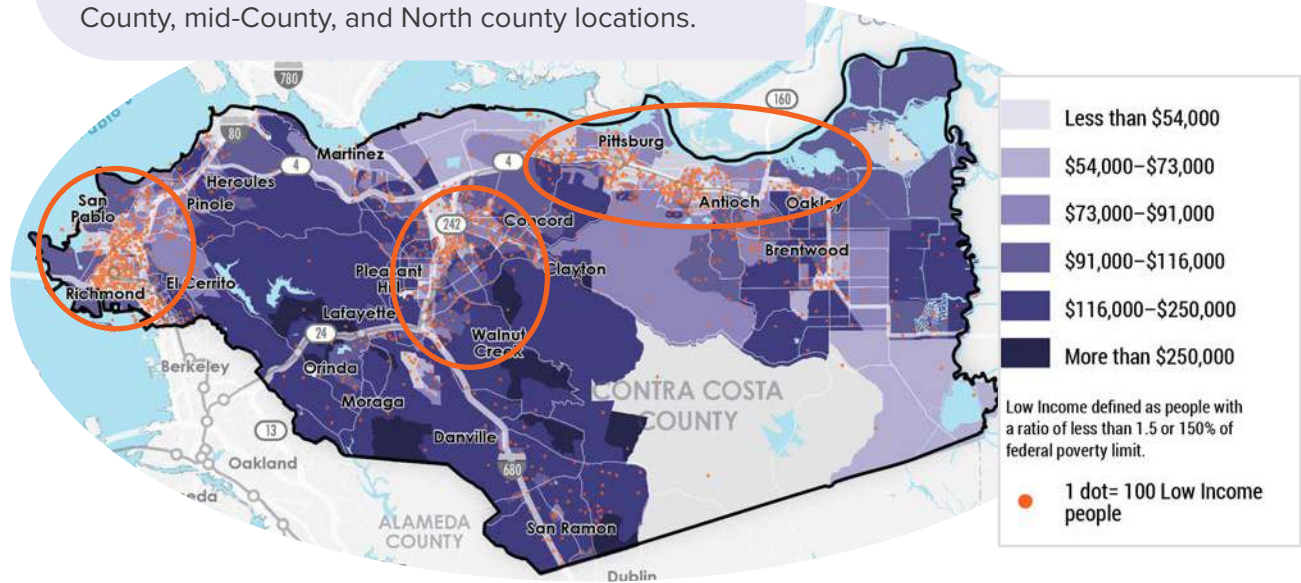
Number of people with disability per acre by Census Tract



Equity Considerations

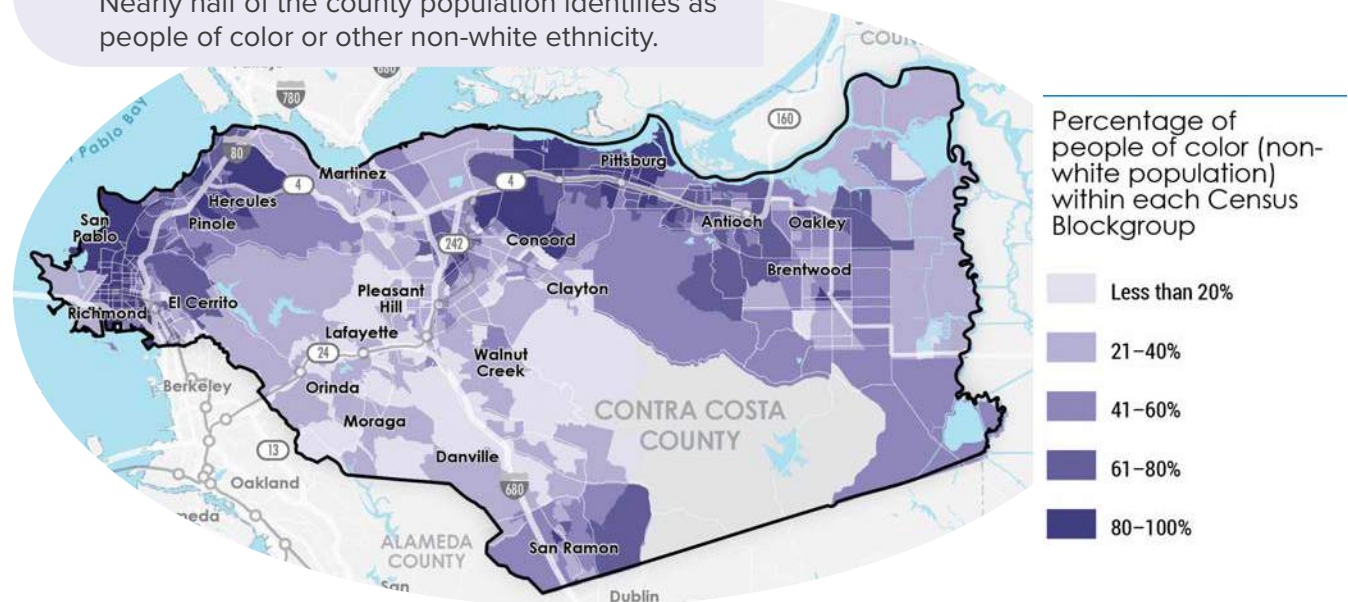
Household Income

Low income population concentrations include West County, mid-County, and North county locations.



People of Color

Nearly half of the county population identifies as people of color or other non-white ethnicity.



Countywide Ethnicity



Transportation Need and Services

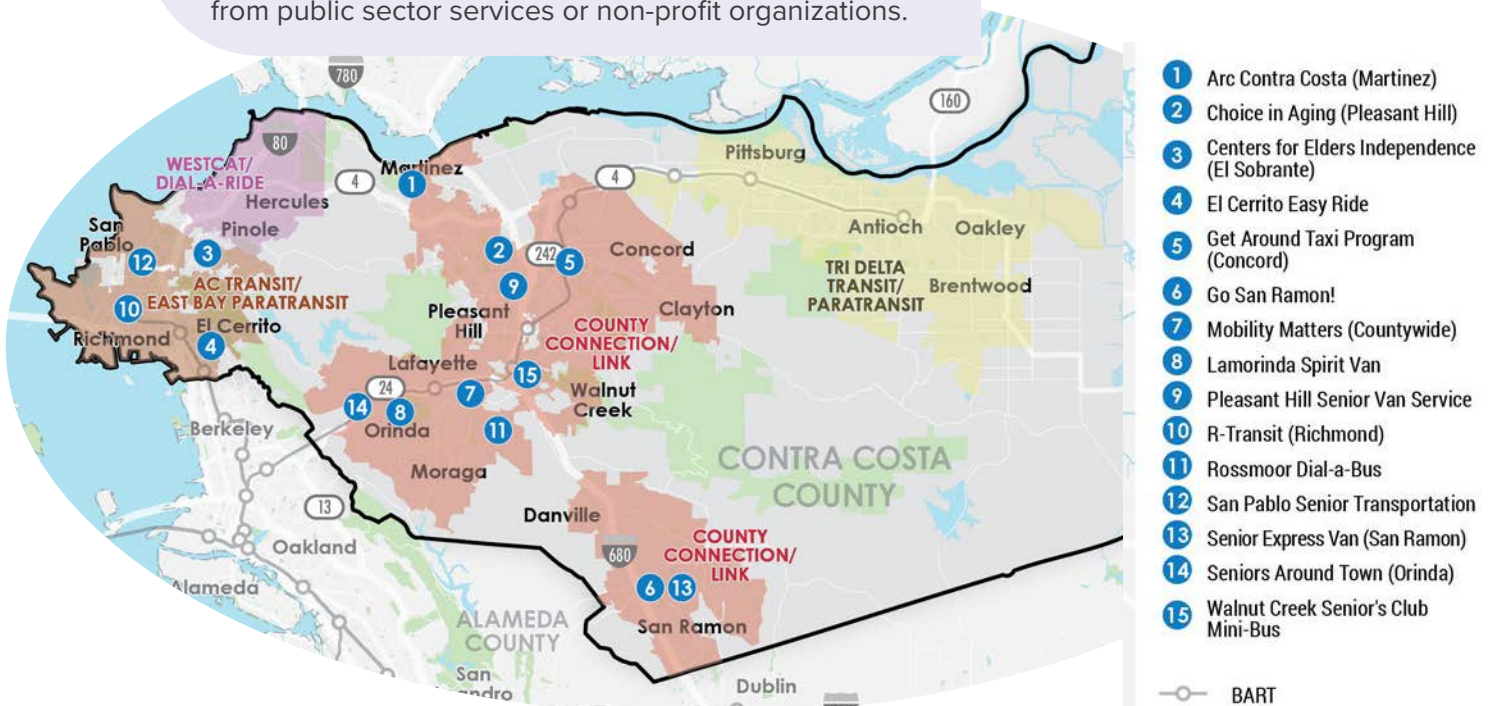
Access to Medical Facilities

Most medical facilities are clustered in the center of the County between Pleasant Hill and Walnut Creek (1). Two facilities needed by residents throughout the County are the **Contra Costa County Medical Center** and the **VA Medical Center**, both in Martinez (2).



Community-Based Transportation

Services areas don't always overlap areas of greatest demand, increasing the need for transit and paratransit services provided by community-transportation programs from public sector services or non-profit organizations.





OUTREACH

Outreach Toolkit

A virtual and paper flyer, along with tweets and postings on provider websites were distributed via social media, encouraging people to provide input through the online survey.

Contra Costa Accessible Transportation Strategic Plan

Let's make transportation convenient for older adults and people with disabilities

If you're an older adult, have a disability, or are a veteran, transportation in Contra Costa County can be challenging. We want to identify ways to make it easier for you to get around the county—whether you're going to an appointment, getting groceries, visiting family, or anything else.

You can participate from home!

Due to the shelter-in-place we are asking individuals to complete the survey online or participate in a short phone interview. Participants will be entered in a drawing for a \$25 gift card!

Take the survey on-line at www.surveymonkey.com/r/CCTA_Survey2 or in Spanish at www.surveymonkey.com/r/CCTA_SurveySPN



Call us at **857-305-8004**

Email us at info@atspcontracosta.com

Visit us at
atspcontracosta.com



Public Engagement Collateral

CONTRA COSTA COUNTY, CALIFORNIA

OUR COUNTY | DEPARTMENTS & OFFICES | SERVICES | DOING BUSINESS | HOW DO IT

FRONT DOOR SERVICE
STARTING JUNE 8

UPDATE on Board of Supervisors Meeting
To see the spread of COVID-19 the Health Officer's Shelter Order of June 3, 2020, prevents public gatherings. In lieu of a public gathering, the Board of Supervisors meeting will be accessible via television and live-streaming. Read more...

Library Launching Front Door Service
Beginning Monday June 15, the Library will offer Front Door Service at 25 community libraries. The service will allow patrons to pick up books, DVDs, and audiobooks (patron need through the Library's website at still.org). Read more...

Help Us Make Transportation More Convenient for Older Adults and People with Disabilities
We are gathering input from the community on ways to make transportation more convenient for older adults and people with disabilities. Participate in our survey. Read more...

[View on Nextdoor](#)

Principal Planner John Cunningham, Contra Costa County AGENCY

We are looking for older adults, people with disabilities, and veterans to participate in a short transportation survey that will gather information on ways to make transportation convenient in the community. Survey participants could win a \$25 gift card! Participate in the survey (English) and... See more

Let's make transportation convenient for older adults and people with disabilities

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You can participate from home!

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Take the survey online at www.surveymonkey.com/s/CCCTA_Survey2 or in Spanish at www.surveymonkey.com/s/CCCTA_Survey2ES

Call us at 857-305-8004
Email us at info@atspcontracosta.com

General - Jun 29 to subscribers of Contra Costa County

Thank Private message

[View or Reply](#)

This message is intended for rberbsee@gmail.com. Unsub Stevenson Street, Suite 700, San Francisco, CA 94103

We are gathering input from the community on ways to make transportation convenient for older adults and people with disabilities.

Please visit atspcontracosta.com/participate as your input will help us better meet your transportation needs and be entered to win a \$25 gift card!

Instagram

mtcbata Sponsored

TRANSPORTATION SURVEY!

Seniors and people with disabilities in Contra Costa County

Learn More

mtcbata We want to hear from you. Take our survey to help us better serve seniors and people with disabilities.

Let's make transportation convenient for older adults and people with disabilities

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Call us at 857-305-8004
Email us at info@atspcontracosta.com

Visit us at atspcontracosta.com

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Contra Costa Accessible Transportation Strategic Plan

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If you're an older adult, have a disability, or are a veteran, transportation in Contra Costa County can be challenging. We want to identify ways to make it easier for you to get around the county—whether you're going to an appointment, getting groceries, visiting family, or anything else.

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Call us at 857-305-8004
Email us at info@atspcontracosta.com

Visit us at atspcontracosta.com

511 Contra Costa @511CC USA · Jun 8 · 11:13 am



RT @CCTA: We are gathering input from the community on ways to make transportation convenient for older adults and people with disabilities. Please visit <https://t.co/1ChM8v78rV> as your input will help us better meet your transportation needs and be entered to win a \$25 gift car...

Keywords: @CCTA, transportation
Reach 4k Tag · Translate · Share



Pre-COVID Outreach

Before the onset of the pandemic, surveys and engagement flyers were distributed and the project team made public presentations at the Developmental Disabilities Council of Contra Costa County and the Pleasant Hill Commission on Aging.

SURVEY CONTRA COSTA ACCESSIBLE TRANSPORTATION STRATEGIC PLAN

The Contra Costa Transportation Authority (CCTA), in coordination with Contra Costa County, is conducting a study to find out how to improve transportation services for seniors, people with disabilities, and eligible veterans who live or travel in Contra Costa County.

Please take a few minutes to fill out this survey and return it to the person who gave it to you, or you can also take the survey on-line at: https://www.surveymonkey.com/r/CCTA_Survey.

If you have any questions or need assistance filling out this survey, please contact 510-506-7586 or info@atspcontracosta.com.

1. **Which modes of transportation do you usually use?**
(Check all that apply; answer any related follow-up questions for BUS, ADA PARATRANSIT and LYFT/UBER)
 - 1 BART
 - 2 Bus → Answer follow-up Q 2-4
 - 3 Bicycle
 - 4 Walk/Roll
 - 5 ADA Paratransit (East Bay Paratransit, WestCAT Dial-a-Ride, County Connection LINK, Tri Delta Paratransit) → Answer follow-up Q 5-7
 - 6 Drive myself
 - 7 Lyft/Uber → Answer follow-up Q 8-9
 - 8 Taxi
 - 9 Family, neighbor, or paid helper drives me
 - 10 Other (example: R-Transit, Rossmoor Dial-a-Bus, Lamorinda Spirit Van, etc): _____

Q 2-4. BUS RIDER QUESTIONS

Skip questions 2-4 if you don't ride the bus.

2. **If you use the BUS, what service(s) do you use?**
 - 1 AC Transit 4 Tri Delta
 - 2 WestCAT 5 Other (please specify): _____
 - 3 County Connection _____

3. **Please tell us about your BUS-riding experience and interactions with drivers:**
 - 1 Excellent 4 Additional comments: _____
 - 2 Satisfactory _____
 - 3 Poor _____

4. **Please share any other comments about your BUS-riding experience, such as ease of use, maintenance issues, or vehicle cleanliness:**

Q 5-7. ADA PARATRANSIT RIDER QUESTIONS

Skip questions 5-7 if you don't ride paratransit.

5. **If you use ADA PARATRANSIT, what service(s) do you use?**
 - 1 East Bay Paratransit 4 Tri Delta Paratransit
 - 2 WestCAT Dial-a-Ride 5 Other (please specify): _____
 - 3 County Connection LINK _____

6. **Please tell us about your ADA PARATRANSIT-riding experience and interactions with drivers:**
 - 1 Excellent
 - 2 Satisfactory
 - 3 Poor

Q 8-9. LYFT/UBER RIDER

Skip questions 8-9 if you don't use Lyft/Uber.

8. **If you use LYFT/UBER, please tell us about your experience and interactions with drivers:**
 - 1 Excellent
 - 2 Satisfactory
 - 3 Poor

9. **Please share any other comments about your LYFT/UBER-riding experience, such as ease of use, maintenance issues, or vehicle cleanliness:**

Q 10-16 GENERAL RIDER QUESTIONS

10. **Where are you usually going? (Please select up to three)**
I go to...
 - 1 Medical appointment
 - 2 Grocery shopping/drugstore
 - 3 Non-medical appointment
 - 4 See friends or family
 - 5 Attend a class
 - 6 The Senior Center
 - 7 Church
 - 8 Work or Volunteer position
 - 9 Other (please specify): _____

OVER ▶

1,000+ Surveys

Distributed via e-mail and meal deliveries, available in English, Spanish, and Mandarin



Photo by John Schnobrich on Unsplash

Post-COVID Outreach

Once the pandemic set in, the project team moved all outreach activities to safe platforms, utilizing virtual focus groups, stakeholder interviews, an online survey, and virtual town hall to safely interact with participants.



5 Focus Groups

Focus Groups

Five virtual focus groups with seniors and persons with disabilities involved in-depth conversations with the project team, with an emphasis on reaching populations often overlooked through other forms of public engagement, such as adults with disabilities, people with Limited English Proficiency, and West County residents.

11 Interviews



Stakeholder Interviews

Interviews commencing in March of 2020 were put on hold in light of the onset of the COVID-19 pandemic. Interview questions were reevaluated to reflect the circumstances, and the interviews with public and nonprofit agencies, representing an array of stakeholder groups and interests, were completed between September and November.

1,149 participants

out of 23,000 invitations

3 languages

English, Spanish, Mandarin



Telephone Town Hall

Nelson\Nygaard hosted a live Telephone Town Hall on October 27, 2020 to outline the project and answer questions.



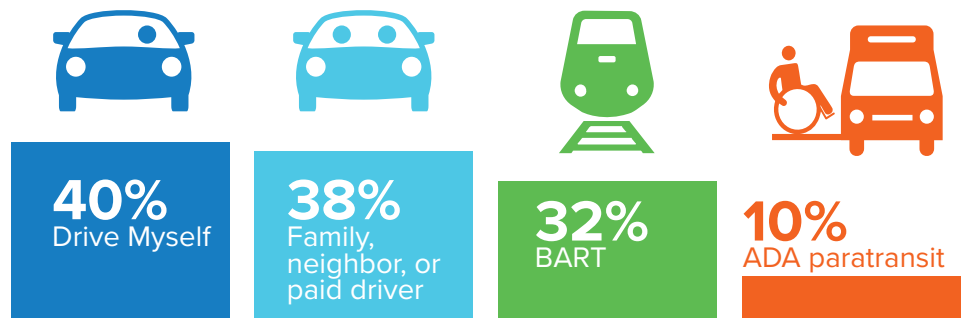
SURVEY RESULTS

Trip Destinations and Challenges

An online survey provided insight into how respondents get where they are going, where they go, and what factors complicate their trips.

Mode to Destination

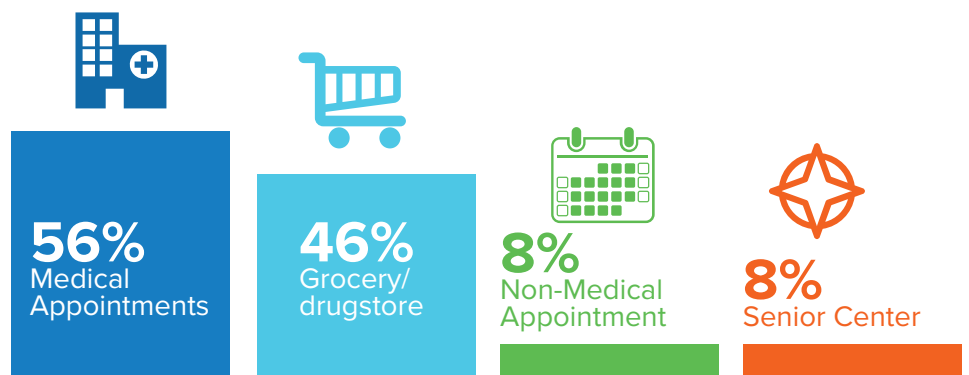
Trips were most commonly made by solo drivers, followed by those driven by a family, neighbor or paid helper. BART was used by about a third of respondents, with ADA paratransit utilized by 10% of the entire survey sample.



* Respondents could choose as many modes as they used. Percentages reflect total respondents (1,063) selecting a particular mode they used.

Destinations

The top destination was medical appointments, with grocery/drugstore shopping in second place. Senior Center trips and non-medical appointments each accounted for an 8% share of destinations.



* Respondents could choose up to three trips that they take most often. Percentages reflect total respondents (1,063) identifying each trip type.



Trip Difficulty

Mirroring the top destinations, respondents had the most difficulty with medical appointments and making grocery/drugstore trips. Seeing friends/family and getting to the Senior Center rounded up the top four types of difficult trips.



* Respondents could choose up to three trips that they take most often. Percentages reflect total respondents (1,063) for each trip type.

Trip Challenges

Almost one-third of respondents feel unsafe while traveling, with about a quarter unable to go where or when they want, or feeling their trip takes too long.



* Respondents could choose up to three challenges that they faced most often. Percentages reflect total respondents (1,063) identifying each trip type.

TRANSPORTATION NEEDS AND GAPS

The project team's review of existing conditions and survey data identified key needs and gaps in accessible transportation in Contra Costa County. These include:



New Funding – Grants are sometimes available for planning and pilots, but all recommendations will require new sustainable funding



Safety – Many respondents feel unsafe while traveling



Volunteer Driving Programs – Additional volunteers are needed, with more reliable funding to increase capacity



Medical Access – The Regional Medical Center and VA Medical Center in Martinez need reliable access throughout the county



Quality of Life Visits – Consumers have difficulty making quality-of-life essential trips to visit friends and family, the senior center, and church



Service Coordination – Accessible services need improved coordination because they are siloed between agencies, cities, and non-profit organizations



RECOMMENDATIONS

The Accessible Transportation Plan identified an urgent need for a coordinated structure to address transportation needs and gaps in Contra Costa County accessible transportation. A crucial first step would be the creation of an Accessible Transportation Task Force.



Accessible Transportation Task Force

The Task Force would:

- **Oversee Strategic Planning**, identifying coordinated strategies to be implemented by existing agencies/non-profits
- **Create a Countywide Coordination Entity** responsible for countywide strategy implementation
- **Investigate** funding opportunities



Countywide Coordinated Entity (CE)

- **The countywide CE Organization** could be an existing non-profit or public agency—or an entirely new entity
- **Strategy implementation** would be a key function of the CE, prioritizing projects to improve and expand countywide accessible transportation



Strategies and Implementation

A five-year timeline for strategy development and implementation was developed, with recommended strategies divided into tiered groups.

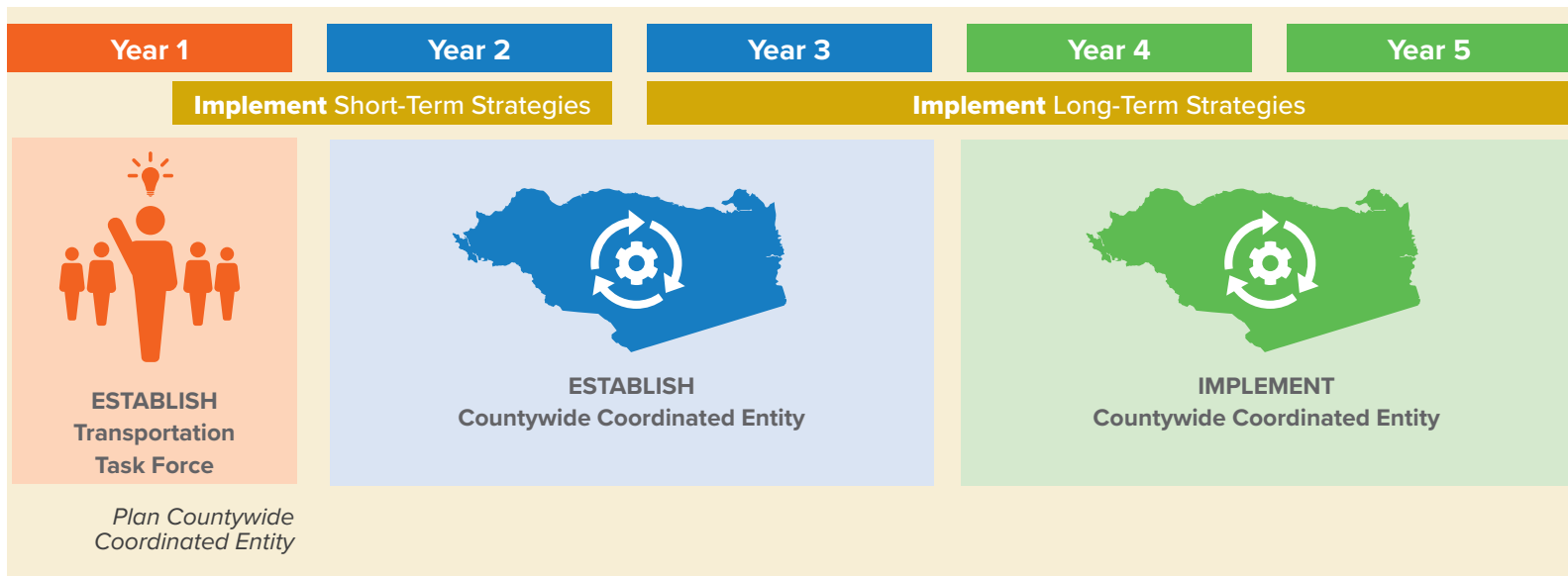
Tier I

- High transportation benefit
- Strong community support
- Leverages existing programs/resources
- Easy to implement (in stages or because of lower cost)

Tier II

High ranking strategies, sorted by:

- Service impact
- Cost
- Implementation challenges





Implementation Timeframes

Tiered Strategies will be implemented in phases, pending ATSP approval.



Implementation Agency

Recommended agencies for each strategy have been identified across three categories.



Public Agency

(e.g. Contra Costa Transportation Authority, County Administrator's Office, County Health Services)



Non-Profit

(e.g. Mobility Matters, Choice in Aging)












































Transit Agency

(e.g. County Connection, Tri Delta Transit, WestCAT)

Implementation Workplan

Tier I
 Tier II
 Short-Term
 Long Term

Strategy Description	Implementation Term	Implementation Agency		
		Public Agency	Non-Profit	Transit Agency
Increase Local and Regional Mobility				
1 Improve connectivity between paratransit programs/eliminate transfer trips	●			
2 Same-day trip programs (including wheelchair-accessible service)	■			
3 Expand existing and add new Volunteer Driver programs	●			
4 Service beyond ADA service areas	■			
5 Early morning and late-night service	■			
6 On-demand subsidies	■			
Improve Coordination Among Providers and Community Stakeholders				
7 Shopping trips with package assistance	●			
8 Hospital discharge service	●			
9 Customized guaranteed ride home programs for people with disabilities	●			
10 Means-based car-share including accessible option	■			
11 One-call / one-click; information & referral (I&R)	●			
12 Programs for disabled/senior veterans	●			
13 Real-time transportation information (paratransit vehicle location, BART elevators, wheelchair spaces on buses)	■			
14 Travel training (including inter-operator trips)	●			
15 Mobility-as-a-Service (MaaS)	■			
Develop Partnerships for Supportive Infrastructure				
16 Administer a uniform countywide ADA paratransit eligibility certification program	■			
17 Fare integration	■			
18 Procure joint paratransit scheduling software	■			
19 Sidewalk improvements to enhance safety for older adults and wheelchair accessibility in high-priority locations	■			
20 Means-based fare subsidy	●			
21 Wheelchair breakdown service	●			
22 Accessible bikeshare program	●			



Bus Stop

Have your internet go wherever you go.

How

A Countywide Coordinated Entity Improves Accessible Transportation in Contra Costa County

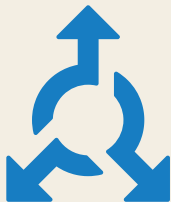
Functions of the Coordinated Entity



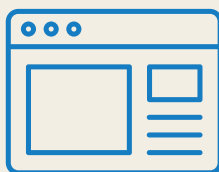
Identifies/pursues new funding



Develops and administers uniform countywide ADA paratransit eligibility certification



Expands mobility management



Implements joint paratransit scheduling software



Oversees seamless rides for inter-jurisdictional trips inside and outside the county



Supports service beyond ADA service areas and regular service times



Expands Travel Training



Advocates for Safe Routes for Seniors/
Safe Routes for All



Helps establish means-based fare subsidy





EXECUTIVE DIRECTOR'S REPORT March 17, 2021

One-on-One Meetings with Commissioners and Representatives: February 2021

I met with each Commissioner and Representative one-on-one to discuss the vision and priorities for the Authority.

Meetings with Congressional Delegation: February 16, 2021

Chair Gerringer, Vice Chair Kelley, Linsey Willis, Peter Engel, and I met with Congressmen Mark DeSaulnier, Mike Thompson, Jerry McNerney, and Eric Swalwell including representatives from their respective offices to discuss our priorities, thank them for their support during the COVID-19 pandemic, and to introduce myself as the new Executive Director.

***Innovate 680* Technical Advisory Committee (TAC):** February 22, 2021

Authority staff hosted the ninth *Innovate 680* TAC meeting to discuss the development of the Concept of Operations for *Innovate 680*. The team started the discussion of operations and maintenance of the *Innovate 680* system with local jurisdictions and stakeholders.

Meeting with Transit Operators: February 23, 2021

Peter Engel and I met with the General Managers from Bay Area Rapid Transit (BART), Western Contra Costa County Transit (WestCAT), Alameda-Contra Costa Transit District (AC Transit), Central Contra Costa Transit Authority (County Connection), Eastern Contra Costa Transit Authority (Tri Delta Transit), Water Emergency Transit Authority (WETA), and Livermore Amador Valley Transit Authority (LAVTA) to discuss the vision, goals, and regional priorities, and to introduce myself as the new Executive Director.

Meeting with Supervisor Spering and East Bay Commissioners: February 24, 2021

Chair Gerringer, Representative Worth, Commissioner Glover, John Hoang, Peter Engel, and I met with Supervisor Jim Spering (Solano County), Daryl Halls with Solano Transportation Authority, Tess Lengyel with Alameda County Transportation Commission, and Rick Ramacier with County Connection to discuss the Blue Ribbon Task Force and East Bay priorities.

Introduction to Citizens Advisory Committee (CAC): February 24, 2021

I introduced myself as the Executive Director to the CAC and discussed the vision and goals for the Authority.

ITS America Mobility on Demand (MOD) Alliance Committee: February 25, 2021

I was invited to be a member of the Intelligent Transportation Society of America (ITS America) MOD Alliance Committee to discuss emerging issues with MOD, best practices, and solutions throughout the nation.

Onboarding with Commissioner Alternate Fadelli: March 2, 2021

Tarienne Grover and I met with incoming Commissioner Alternate Paul Fadelli from the City of El Cerrito. We provided an overview of the Authority. Tarienne performed the Oath of Office and reviewed various administrative requirements and documents.

Contra Costa Glydways Feasibility Study: March 4, 2021

John Hoang, Jack Hall and I attended a workshop with staff from the Cities of Brentwood, Oakley, Pittsburg, and Antioch to discuss a dynamic personal microtransit system developed by Glydways to provide first- and last-mile connectivity to public transit in East Contra Costa County.

Onboarding with Commissioner Alternate Cloven: March 9, 2021

Tarienne Grover and I met with incoming Commissioner Alternate Peter Cloven from the City of Clayton. We provided an overview of the Authority. Tarienne performed the Oath of Office and reviewed various administrative requirements and documents.

Meeting with Redflex: March 9, 2021

Hisham Noeimi, Jack Hall, and I met with Redflex to discuss automated enforcement technology for part-time transit lanes (utilizing the shoulder as a lane for buses during heavy congestion). Authority staff is planning to test innovative technologies at GoMentum Station to advance part-time transit lane technology and demonstrate to stakeholders how bus operations can safely take place on the shoulder.

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



COMMISSIONERS

Teresa Gerring, Chair

Chris Kelley, Vice Chair

Newell Americh

Tom Butt

Federal Glover

Loella Haskew

David Hudson

Karen Mitchoff

Sue Noack


Lamar Thorpe

Holland White

Timothy Haile, Executive Director

MEMORANDUM

To: Matt Todd, TRANSPAC
 Lisa Bobadilla, SWAT
 John Cunningham, TRANSPLAN
 Lisa Bobadilla, TVTC
 John Nemeth, WCCTAC
 Mike Moran, LPMC

From: Timothy Haile, Executive Director 

Date: March 18, 2021

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

At its March 17, 2021 meeting, the Authority discussed the following items, which may be of interests to the Regional Transportation Planning Committees:

1. Bay Area Rapid Transit (BART) – Hercules Transit Center (Project 10002-06):
Recommendation: Staff sought approval of Resolution 21-12-P, which allows BART to advance the project using other funds, and preserves their ability to be reimbursed at a later date based on the availability of Measure J funds, as determined in the Allocation Plan and future Strategic Plans.
Action: The Authority Board approved Resolution 21-12-P, which allows BART to advance the project using other funds, and preserves their ability to be reimbursed at a later date based on the availability of Measure J funds, as determined in the Allocation Plan and future Strategic Plans
2. Approval of New Countywide At-Large Appointments to the Countywide Bicycle and Pedestrian Advisory Committee (CBPAC)
Recommendation: Staff sought approval of the new Countywide At-Large appointments to the CBPAC, each serving one two-year term from March 2021

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through December 2022. One representative is familiar with issues related to youth walking and bicycling, and one representative is familiar with issues related to people with disabilities and people older than 65 years of age.

Action: The Authority Board approved the new Countywide At-Large appointments to the CBPAC, each serving one two-year term from March 2021 through December 2022, appointing Lemar Karimi as the representative familiar with issues related to youth walking and bicycling, and Marjorie Mc Wee as the representative familiar with issues related to people with disabilities and people older than 65 years of age.

3. Approval of Fiscal Year (FY) 2020-21 Second Half Measure J Allocation Programs:

A. Countywide Bus Services Program (Program 14)

Recommendation: Staff seeks Authority Board approval of Resolution 21-01-G, contingent upon FY 2020-21 Midyear Budget approval, to allocate Measure J Program 14 funds for the final six months of FY 2020-21 in the amount of \$2,837,500.

Action: The Authority Board approved Resolution 21-01-G, contingent upon FY 2020-21 Midyear Budget approval, to allocate Measure J Program 14 funds for the final six months of FY 2020-21 in the amount of \$2,837,500.

B. Countywide Transportation for Seniors and People with Disabilities Program (Program 15)

Recommendation: Staff sought Authority Board approval of Resolution 21-02-G, contingent upon FY 2020-21 Midyear Budget approval, to allocate Measure J Program 15 funds for the final six months of FY 2020-21 in the amount of \$2,610,500.

Action: The Authority Board approved Resolution 21-02-G, contingent upon FY 2020-21 Midyear Budget approval, to allocate Measure J Program 15 funds for the final six months of FY 2020-21 in the amount of \$2,610,500.

- C. Countywide Express Bus Program (Program 16)
Recommendation: Staff sought Authority Board approval of Resolution 21-03-G, contingent upon FY 2020-21 Midyear Budget approval, to allocate Measure J Program 16 funds for the final six months of FY 2020-21 in the amount of \$2,440,250.
Action: The Authority Board approved Resolution 21-03-G, contingent upon FY 2020-21 Midyear Budget approval, to allocate Measure J Program 16 funds for the final six months of FY 2020-21 in the amount of \$2,440,250
- D. Central County Additional Bus Service Enhancements Program (Sub-Regional Program 19a)
Recommendation: Staff sought Authority Board approval of Resolution 21-05-G, contingent upon FY 2020-21 Midyear Budget approval, to allocate Program 19a funds for the final six months of FY 2020-21 in the amount of \$596,000.
Action: The Authority Board approved Resolution 21-05-G, contingent upon FY 2020-21 Midyear Budget approval, to allocate Program 19a funds for the final six months of FY 2020-21 in the amount of \$596,000.
- E. Sub-Regional Southwest County Safe Transportation for Children: School Bus Program (Program 21c)
Recommendation: Staff sought Authority Board approval of Resolution 21-04-G, contingent upon FY 2020-21 Midyear Budget approval, to allocate Program 21c funds for the final six months of FY 2020-21 in the amount of \$1,884,100.
Action: The Authority Board approved Resolution 21-04-G, contingent upon FY 2020-21 Midyear Budget approval, to allocate Program 21c funds for the final six months of FY 2020-21 in the amount of \$1,884,100.
4. Approval of Fiscal Year (FY) 2020-21 Midyear Budget for the Authority and Congestion Management Agency (CMA)
Recommendation: Staff sought approval of Resolution 20-17-A (Rev 1), which will update changes to the FY 2020-21 budget.

Action: The Authority Board approved Resolution 20-17-A (Rev 1), which will update changes to the FY 2020-21 budget.

5. Safe and Seamless Mobility Quick-Strike Program – Project Nominations
Recommendation: Staff sought approval of the nominated projects included in Attachment A requesting approximately \$23.5 million in funding from the Safe and Seamless Mobility Quick-Strike program.
Action: The Authority Board approved the nominated projects included in Attachment A requesting approximately \$23.5 million in funding from the Safe and Seamless Mobility Quick-Strike program.

6. Approval of Updates to the Measure J Growth Management Program (GMP) Implementation Guide
Recommendation: Staff sought Authority Board approval and adoption of proposed updates to the Measure J GMP Implementation Guide.
Action: The Authority Board approved and adopted the proposed updates to the Measure J GMP Implementation Guide.

7. Requested Authority Board Approval of the Draft Final Contra Costa Accessible Transportation Strategic Plan (ATSP) and to Submit the Final Report to the California Department of Transportation (Caltrans)
Recommendation: Staff sought Authority Board approval of the attached Draft Final Contra Costa ATSP so that Authority staff could forward the final report to Caltrans to complete the Sustainable Communities Planning grant, authorize implementation of the recommended Coordinating Structure by creating an Accessible Transportation Implementation Task Force (TF) to address and implement the ATSP, and continue to collect input from the public and stakeholders to provide information to the TF.
Action: The Authority Board approved the attached Draft Final Contra Costa ATSP so that Authority staff may forward the final report to Caltrans to complete the Sustainable Communities Planning grant, authorized implementation of the recommended Coordinating Structure by creating an Accessible Transportation Implementation Task Force (TF) to address and implement the ATSP, and authorized Authority staff to continue to collect input from the public and stakeholders to provide information to the TF.

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

March 11, 2021

Timothy Haile
Executive Director
Contra Costa Transportation Authority
2999 Oak Road, Suite 100
Walnut Creek, CA 94597

RE: Status Letter for TRANSPAC Meeting – March 11, 2021

Dear Mr. Haile:

The TRANSPAC Committee met on March 11, 2021. The following is a summary of the meeting and action items:

1. Received information on the Lamorinda Action Plan request and approved the recommendation to submit a letter to LPMC indicating that TRANSPAC does not have an objection to the Lamorinda Action Plan amendment.
2. Approved the programming process and schedule for the FY 2021/22 Measure J Line 20a program.

Please contact me at (925) 937-0980, or email at matt@graybowenscott.com if you need additional information.

Sincerely,



Matthew Todd
Managing Director

cc: TRANSPAC Representatives; TRANSPAC TAC and staff
Matt Kelly and Hisham Noemi, CCTA Staff
John Cunningham, TRANSPLAN; Aaron Meadows, Chair, TRANSPLAN
Lisa Bobadilla, SWAT; Theresa Gerring, Chair, SWAT
John Nemeth, WCCTAC; Chris L Kelley, Chair, WCCTAC
Tarienne Grover, CCTA Staff
June Catalano, Diane Bentley (City of Pleasant Hill)