

**TRANSPAC**  
**Transportation Partnership and Cooperation**  
**Meeting Notice and Agenda**

**THURSDAY JUNE 10, 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/87087264277?pwd=QkF1THJuaGFMVGRnS3ZjU083aHZIdz09>

Password: 706918.

**Phone Access:** To observe the meeting by phone, please call at the noticed meeting time 1 (669) 900 6883, then enter the Meeting ID 870 8726 4277 and Password: 706918.

**Public Comments:** Public Comment may still be provided by submitting written comments to [tiffany@graybowenscott.com](mailto: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](mailto: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

Transportation Partnership and Cooperation  
Clayton, Concord, Martinez, Pleasant Hill, Walnut Creek, and Contra Costa County  
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whether you are speaking for yourself or an organization. Please keep your comments brief. In fairness to others, please avoid repeating comments.

<b>ACTION ITEMS</b>
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**3. CONSENT AGENDA**

a. **MINUTES OF THE MAY 13, 2021 MEETING** 🌀 **Page 5**

Attachment: Minutes of the May 13, 2021 meeting

- b. **TRANSPAC 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. Due to recent staffing changes, the alternate position is now vacant. A new appointment recommendation is requested for the two-year term of April 1, 2021-March 31, 2023. 🌀 **Page 11**

**ACTION RECOMMENDATION: Appoint Zach Seal to serve on the CCTA TCC as the alternate for the two-year term April 1, 2021 – March 31, 2023.**

Attachment: Staff Report

**END CONSENT AGENDA**

4. **DRAFT WORK PLAN AND BUDGET 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. TRANSPAC has also adopted an annual work plan in conjunction with the budget. 🌀 **Page 13**

**ACTION RECOMMENDATION: Approve the FY 2021/2022 Work Plan and Budget and the GBS contract amendment for FY 2021/2022.**

Attachment: Staff Report

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

The Contra Costa Transportation Authority Measure J line 20a program provides funds for Transportation Services for Seniors & People with Disabilities in the TRANSPAC area. TRANSPAC is responsible for recommendations on how the Measure J Line 20a funds are to be used in Central County. Due to the COVID-19 pandemic, we have seen various levels of restrictions on group gatherings and indoor activities as well as an impact on the economy in Contra Costa County that have affected this program's revenues and funded services. Based on these impacts, TRANSPAC approved

programming for only one year of the Line 20a funds in June 2020 (for FY 2020/2021), and deferred programming for FY 2021/2022 funding. 🌀 **Page 29**

**ACTION RECOMMENDATION: Approve the Line 20A Program for FY 2021 / 2022.**

Attachment: Staff Report

**6. TRANSPAC CCTA REPRESENTATIVE REPORTS**

**7. CCTA EXECUTIVE DIRECTOR'S REPORT REGARDING AUTHORITY ACTIONS / DISCUSSION ITEMS 🌀 Page 55**

Attachment: CCTA Executive Director Timothy Haile's Report dated May 19, 2021.

**8. ITEMS APPROVED BY THE CCTA FOR CIRCULATION TO THE REGIONAL TRANSPORTATION PLANNING COMMITTEES AND RELATED ITEMS OF INTEREST 🌀 Page 59**

Attachment: CCTA Executive Director Timothy Haile's RTPC Memo dated June 1, 2021.

**9. TAC ORAL REPORTS BY JURISDICTION:** Reports from Clayton, Concord, Martinez, Pleasant Hill, Walnut Creek, and Contra Costa County, if available.  
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- TRANSPAC – Meeting summary letter dated April 8, 2021 and May 13, 2021.
- TRANSPAC – Meeting summary not currently available.
- SWAT – Meeting summary letter dated May 7, 2021.
- WCCTAC – Meeting summary letter dated April 28, 2021.

- 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/2021/05/5a.pdf>
- County Connection Link Monthly Report:  
<http://countyconnection.com/wp-content/uploads/2021/05/5b.pdf>
- The CCTA Project Status Report may be downloaded at:  
[https://ccta.net/wp-content/uploads/2021/06/QPSR\\_Jan-Mar\\_2021.pdf](https://ccta.net/wp-content/uploads/2021/06/QPSR_Jan-Mar_2021.pdf)
- The CCTA Board meeting was held on May 19, 2021.  
The next meeting is scheduled for June 16, 2021.

- The CCTA Administration & Projects Committee (APC) meeting was held on June 3, 2021.
- The CCTA Planning Committee (PC) meeting was held on June 2, 2021.
- The CCTA Calendar for June 2021 to August 2021, may be downloaded at:  
<https://ccta.primegov.com/Portal/viewer?id=10921&type=2>.

**10. BOARDMEMBER COMMENTS**

**11. MANAGING DIRECTOR'S REPORT**

**12. ADJOURN / NEXT MEETING**

The next meeting is scheduled for July 8, 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:** May 13, 2021

**MEMBERS PRESENT:** Mark Ross, Martinez (Chair); Loella Haskew, Walnut Creek (Vice Chair); Sue Noack, Pleasant Hill; Peter Cloven, Clayton; Edi Birsan, Concord

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

**STAFF PRESENT:** Abhishek Parikh, Concord; Andy Smith, Walnut Creek; Robert Sarmiento, Contra Costa County; Mario Moreno, Pleasant Hill; Ricki Wells, BART; Ruby Horta, County Connection; Matt Todd, TRANSPAC Managing Director; and Tiffany Gephart, TRANSPAC Clerk

**GUESTS/PRESENTERS:** Kirsten Riker, 511 CC; Laurie Talbert 511 CC

**MINUTES PREPARED BY:** Tiffany Gephart

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

Chair Mark Ross called the meeting to order at 9:40 A.M. Introductions followed.

### **2. Report on Open Session**

Chair Mark Ross commented on the items discussed in closed session including the Executive Director evaluation and work plan.

### **3. Convene Regular Meeting/Self-Introductions**

### **4. Public Comments**

There were no comments from the public.

### **5. Consent Agenda**

#### **a. Minutes of the April 8, 2021 Meeting**

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

## **6. DRAFT WORKPLAN AND BUDGET FOR FISCAL YEAR 2021/22.**

Matt Todd provided an overview of the TRANSPAC FY 2021/22 work plan and budget. Mr. Todd provided a summary of the work plan items previously discussed by the Board. Commissioner Noack commented that she would like to discuss the 2023 Housing Element, RHNA and the impact on transportation.

Mr. Todd introduced the budget summary. Mr. Todd noted an increase of 5% for the managing director and administration costs and provided a summary of the budget line items for the Board.

Mr. Todd commented that the formula distribution was defined in the JPA. Chairman Ross requested to reduce the website budget from \$7,500 and asked for information on web site traffic volume. Mr. Todd recommended a reduction to \$4,000 to \$5,000 in order to keep up with annual maintenance.

Commissioner Noack reiterated adding the housing element into the work plan. Commissioner Ross recommended to contact the City Clerks to post links to the TRANSPAC website on their respective websites. Mr. Todd noted that staff contact the City Clerks prior to each meeting to post the agendas. Commissioner Noack asked if the RTPC's could have separate pages under CCTA website. Mr. Todd commented that this is a topic that he can follow-up with CCTA about. Mr. Todd also noted that the TRANSPAC website is also an archival tool for public information which ties into the document retention policy staff is in the process of reviewing.

## **7. MEASURE J LINE 20A FUNDS PROGRAM - FY 2021-2022 DRAFT PROGRAM.**

Mr. Todd introduced the Measure J Line 20a program. Mr. Todd noted that the line 20a program represents a half percent of the total Measure J funds collected. The programs supported with Line 20 funds range from volunteer driver programs to fixed-route service and TNC programs. Mr. Todd noted that COVID-19 has impacted all of the programs. Mr. Todd provided a summary of the programs and fund estimate for FY2021-2022 and noted that the Board agreed to only fund applicants with FY 2021-2022 requests from applications submitted in January 2020 and directed staff to identify program cost savings stemming from impacts of COVID-19 and reduced service.

Mr. Todd noted that there are two programming scenarios in the agenda material and that the total funding requested exceeded the amount of funds expected to be received in the upcoming fiscal year. Scenario 1 took into consideration a programming shortfall and reduced each request to 92% across the board. The second scenario was proposed by the TAC, which was to look more closely at the communities served. The focus of the programming scenario was to reduce programming for city specific programs and prioritize programs that serve the greater TRANSPAC subregion. The TAC also requested to receive further information on this scenario at their next meeting.

Commissioner Haskew expressed concerns on reducing programming in Walnut Creek and noted that they make up a greater share of the Contra Costa senior population. Commissioner Noack commented that the fixed-cost programs could take priority over the variable cost programs (i.e. administrative costs and per trip costs). Commissioner Ross commented that programs that aren't up and running could be reduced with the option to re-evaluate when service returns. Commissioner Noack noted that the Concord program is not up and running but is not consuming a large share of the budget and may not be

necessary to cut. Commissioner Noack further noted that the Choice in Aging program will resume service shortly. Commissioner Birsan commented to reduce the budget evenly across the board.

Commissioner Haskew asked about the likelihood of receiving more Measure J funding than anticipated.

Commissioner Noack suggested to backfill the funding gap with the reserve and to replenish that amount in the event of increased funding. Commissioner Ross, Haskew, and Birsan agreed with this approach.

## **8. 511 CONTRA COSTA SPRING PROGRAM UPDATE.**

Laurie Talbert presented information on the 511 Contra Costa Return to Work survey results. The goal of the survey was to understand how the COVID-19 work from home experience and post-COVID opening may impact traffic congestions and commute patterns. The majority of respondents are satisfied working from home (74%) which is a drop from the previous survey, 79% want to continue working from home at least 1 day per week and 12% no longer want to work from home (an increase from 5% from the previous survey). Of the employees that returned to the office at least part-time, 36% noted that they would consider changing to a job that would allow working from home. Employers are willing to continue to offer work from home to their staff. 17% of employees who know of their employers' plans, expect to report to a worksite full-time. Ms. Talbert noted fewer people are taking transit and more people are driving but there has been an increase in biking and walking. 511 Contra Costa has developed a second survey for employers that they can disseminate to employees to understand staff COVID safety concerns and what flexibility they may have in returning to work on a staggered schedule. There are further resources for employers such as sample program guidelines, sample employee agreements for best practices for work-from-home and consultations with employers. Work from home employer incentive programs will be offered as well. Ms. Talbert noted that the survey will be available on the 511 website.

Commissioner Birsan asked how many people were involved in the survey and asked for a breakdown of the type of companies (small or large) and the industries. Ms. Talbert commented that there were 175 respondents and that the survey responses consisted mostly of larger employers but the specific industries were not captured.

Kirsten Riker announced that May is Bike month. Ms. Riker noted that Bike to Work Day is May 21<sup>st</sup> and due to the pandemic the focus has shifted to Bike Month and Bike to Wherever Days as most people are not commuting to work currently. Ms. Riker noted that the energizer stations will not be available this year, but the tote bags will be available through public libraries. The 511 Contra Costa focus for the month will be bicycle safety and there will be resources for driving and biking safely together that the cities can post on social media, etc. Ms. Riker noted that there will urban cycling classes offered in the next fiscal year. Ms. Riker commented that staff are looking for city officials to appear in the safety videos to highlight on social media.

The Drive Less Program offers a \$25 gift card (or option to donate the \$25 to plant trees) for people that commute or cycle to work and the Secure your Cycle program will offer a \$25 Bike Link card for people to secure their bikes when commuting.

The Summer Bike Challenge is encouraging people to bike to places where they would normally drive. Ms. Riker noted that 600 unique registrations were received for last year's Winter Walk Challenge and 900 photos were submitted.

Ms. Riker further noted 309 rebates were distributed for the E-Bike program countywide. Rebates are distributed sub regionally and 13 regular rebates and 31 low-income rebates are still available. Ms. Riker noted the average age of E-Bike recipients is 52, the average bike costs \$1,300. Most people ride 2-4 times a week (50%), 30% are riding 1 time per week and 84% have replaced some car trips with E-Bike trips, and 95% of people reported finding out about the program through word of mouth. Feedback on cycling barriers noted vandalism, insufficient bike lanes and bike lockers and fear of traffic collisions. Ms. Riker noted the opportunity to address some of these infrastructure barriers within TRANSPAC.

Lastly, the Pass2Class program will offer a 2-month flash-pass for students to use County Connection in September/October 2021.

#### **9. TRANSPAC QUARTERLY FINANCIAL REPORTS.**

No member comments.

#### **10. TRANSPAC CCTA REPRESENTATIVE REPORTS.**

Commissioner Haskew commented that CCTA Board authorized the transfer of funds to Fehr and Peers for the development the Monument Corridor Bicycle and Pedestrian study and the VMT mitigation formula for Contra Costa County. CCTA was also authorized to serve as the Local Access Fund Administrator for the Transportation Network Company Access for All program. Commissioner Noack commented that the Administration and Projects Committee (APC) authorized the refinancing of \$135 million in bonds to take advantage of the low interest rates. In addition, a project quality assurance program was approved. Commissioner Haskew further noted that she was appointed as the CalCOG representative for CCTA.

#### **11. CCTA EXECUTIVE DIRECTOR'S REPORT REGARDING AUTHORITY ACTIONS / DISCUSSION ITEMS.**

No member comments.

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

No member comments.



**13. TAC ORAL REPORTS BY JURISDICTION**

No member comments.

**14. BOARDMEMBER COMMENTS**

Commissioner Birsan noted that the Concord Naval Weapons Station project RFP has been released and there is some interest and a new developer will likely be selected by the end of the year.

**15. MANAGING DIRECTOR'S REPORT**

No member comments.

**16. ADJOURN / NEXT MEETING** The meeting adjourned at 10:50 A.M. The next meeting is scheduled for June 10, 2021 at 9:00 A.M.

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## **TRANSPAC Board Meeting *STAFF REPORT***

**Meeting Date:** June 10, 2021

<b>Subject:</b>	<b>TRANSPAC CCTA COMMITTEE APPOINTMENTS</b>
<b>Summary of Issues</b>	TRANSPAC is represented on the Contra Costa Transportation Authority's (CCTA) Technical Coordinating Committee (TCC) by three (3) primary representatives and one (1) alternate. At the April 8, 2021 TRANSPAC Board meeting, appointments for all available TCC positions were approved for the term ending March 31, 2023. However, due to recent staffing changes, the alternate position is now vacant. A new appointment is requested for the two-year term of April 1, 2021-March 31, 2023.
<b>Recommendations</b>	Appoint Zach Seal to serve on the CCTA TCC as the alternate for the two-year term April 1, 2021 – March 31, 2023.
<b>Financial Implications</b>	No TRANSPAC financial implications
<b>Options</b>	Request additional recommendation 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.

At the April 8, 2021 TRANSPAC Board meeting, Abhishek Parikh (Concord), Andy Smith (Walnut Creek), and Mario Moreno (Pleasant Hill) were appointed to primary positions and Lynne Filson (Clayton) as the alternate on the CCTA TCC for the term April 1, 2021 - March 31, 2023. Staff has been informed of staffing changes to the City of Clayton and City of Martinez representation since the last appointments. At the May 27<sup>th</sup> meeting, the TRANSPAC TAC recommended Zach Seal, representing the City of Martinez, to serve as the alternate

appointment to the CCTA TCC for the term ending March 31, 2023. It is requested that the TRANSPAC Board approve the appointment recommendation.

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## **TRANSPAC Board Meeting *STAFF REPORT***

**Meeting Date:** June 10, 2021

<b>Subject:</b>	<b>DRAFT WORK PLAN AND BUDGET FOR FISCAL YEAR 2021/2022</b>
<b>Summary of Issues</b>	The TRANSPAC Joint Exercise of Power Agreement (JPA) specifies that TRANSPAC shall adopt a budget. The TRANSPAC budget projects the costs associated with TRANSPAC operations and 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 is based on the formula specified in the TRANSPAC JPA. TRANSPAC has also adopted an annual work plan in conjunction with the budget.
<b>Recommendation</b>	Approve the FY 2021/2022 Work Plan and Budget and the GBS contract amendment for FY 2021/2022 (consistent with the budget assumptions).
<b>Financial Implications</b>	Based upon the approved budget, each member agency will be requested to contribute funds to support the TRANSPAC operations for FY 2021/22.
<b>Option(s)</b>	Options include: <ul style="list-style-type: none"><li>• Direct staff to modify the draft workplan or budget</li></ul>
<b>Attachment(s)</b>	A. TRANSPAC Draft FY 2021/2022 Work Plan B. TRANSPAC Draft FY 2021/2022 Budget C. TRANSPAC FY 2020/2021 Work Plan D. TRANSPAC FY 2020/2021 Budget E. GBS Contract Amendment #8 for FY 2021/2022

### 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. The TRANSPAC budget projects the costs associated with TRANSPAC operations and the level of funds required, including member contributions, to be included in the TRANSPAC FY 2021/2022 Budget.

TRANSPAC has considered 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 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, TRANSPAC devoted substantial time to review and revise the work plan. The work plan for FY 2020/2021 was scaled back to account for COVID-19 impacts. The TRANSPAC Board and TAC reviewed the work plan over the last two months. At their May meeting, the TRANSPAC Board requested the inclusion of an item related to support for future discussion regarding transportation issues related to new regional housing targets. The work plan for the current fiscal year has also been included in the attached material for reference.

The TRANSPAC Board is recommended to approve the Draft FY 2021/2022 TRANSPAC Work Plan.

The FY 2021/2022 budget continues to include the similar expense categories from prior year budgets. The Managing Director / Administration Support Contract is the largest annual expense. The GBS contract for Managing Director / Administration Support Contract has been held at the prior level of \$230,000 per year for the last two years and an increase in the budget of 5% has been included to account for COLA related expenses. With the long term contract, TRANSPAC continues to gain a benefit from lower billing rates in the initial contract term. TRANSPAC has a multiyear contract for audit services that define our costs through FY 2022/23. We also continue to honor the commitment made to support the maintenance of the City of Martinez Pacheco Transit Hub/Park and Ride lot. The City of Pleasant Hill continues to fulfill the Treasurer role on TRANSPAC and we have an annual administrative fee for the work the city staff perform to maintain our financial accounts and pay invoices. The contingency item represents about 9% of the operations budget.

Based on the comments received at the May TRANSPAC Board meeting, the line items for legal counsel have been reduced. We have not had any legal expenses since 2016/2017. Any legal service expenses in FY 2021-2022 would require the use of the contingency budget. The proposed budget for website maintenance was also reduced by 33%, and the Board requested that staff review other web presence options, including coordination with CCTA.

The Project Reserve funds that support the I-680 / Monument Blvd. Bicycle and Pedestrian Improvement Feasibility study are from previously collected funds and do not impact the annual contribution request level. The project is expected to be completed in 2021.

*Managing Director and Clerk of the Board Contract Amendment*

Gray Bowen Scott (GBS) was selected to perform the Managing Director duties in late 2016, through a procurement process, with options for TRANSPAC to extend the contract on an annual basis. The Secretary / Clerk services component was added to the contract in November 2019. TRANSPAC has a contract with GBS for Managing Director and Secretary/Clerk services with the term through June 30, 2021 providing services on a time and materials basis. GBS is proposing the same staff, Matt Todd performing the Managing Director duties and Tiffany Gephart performing the Secretary / Clerk services. The proposed amendment to the contract adds \$233, 323 for the FY 2021/2022 contract, consistent with

the budget assumptions (this is less than the \$241,500 in the budget due to prior unexpended contract capacity). A draft contract amendment extending the term and adding the required contract funding is included in the attached material.

The formula to distribute the member contributions among the six TRANSPAC local agencies is specified in the TRANSPAC JPA, and includes:

- Part A - 50% of the contribution level evenly split among the six local agencies, and
- Part B - 50% split by the Measure J return to source distribution levels. The Measure J return source formula is based on a combination of a jurisdiction's population and road miles.

The detail of the member contribution breakdown is included in the attached draft budget material as well as the following table.

JURISDICTION	Measure J Information		TRANSPAC MEMBER CONTRIBUTION		
	RTS Allocation	RTS %	Part A Equally distributed	Part B Based on RTS Allocation	Total Budget Contribution
Clayton	\$ 270,177	5.45%	\$ 20,458	\$ 6,692	\$ 27,150
Concord	\$1,735,768	35.02%	\$ 20,458	\$ 42,991	\$ 63,449
Martinez	\$ 601,780	12.14%	\$ 20,458	\$ 14,905	\$ 35,363
Pleasant Hill	\$ 618,780	12.47%	\$ 20,458	\$ 15,307	\$ 35,765
Walnut Creek	\$ 1,029,096	20.76%	\$ 20,458	\$ 25,489	\$ 45,947
Contra Costa County	\$ 701,061	14.15%	\$ 20,458	\$ 17,364	\$ 37,822
<b>TOTAL</b>	<b>\$4,796,157</b>		<b>\$122,748</b>	<b>\$122,748</b>	<b>\$245,496</b>

Notes

Return to Source (RTS)

Contra Costa County component based on Central County portion of the agency

The member contributions for TRANSPAC over the last 4 years has been fairly stable. TRANSPAC was able to reduce member contributions last year, with the decrease based on uncertainty due to the COVID pandemic. A summary of the last few years of member contributions includes:

2017/2018	\$229,956
2018/2019	\$225,000
2019/2020	\$225,000
2020/2021	\$210,000

The TRANSPAC Board is recommended to approve the Draft FY 2021/2022 Budget and the GBS contract amendment for FY 2021/2022.

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

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



# TRANSPAC

## DRAFT 2021 / 2022 WORK PLAN

### Strategic Planning Discussion Identified Work

- Project Delivery Coordination
  - Continue researching opportunities for local agency coordination and project delivery efficiencies
    - Follow up on joint pavement rehabilitation project (Clayton/Martinez) and the administrative structure of the partnership, as well as other project types that could be delivered within the structure.
- Schools
  - Work with school district staff and other partner agencies to address congestion, safety, and enforcement issues
- Regional Coordination
  - Coordinate with partner agencies to review and discuss items of interest including:
    - TRANSPLAN
      - Items of interest could include Highway 4 improvements, I680/SR4 Interchange, the Concord Naval Weapons Station Project, and Action Plan Updates
    - SWAT
      - Items of interest could include priority I-680 improvements and Action Plan Updates
- Electric Vehicle Charging Infrastructure
  - Work with CCTA and TRANSPAC agencies to implement EV charging infrastructure across a wide array of local communities
- Transportation and Housing
  - Support regarding transportation issues related to regional housing targets
- Coordination with 511 Contra Costa to maximize benefits of the available Transportation Demand Management Tools

### Ongoing / Existing Tasks

- Action Plan Update
- Measure J Line 20A
  - FY 2022/2023-2023/2024 programming
- 680/Monument Bike/Pedestrian Improvements Feasibility Study
  - Complete the project in FY 2021/2022
- 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
  - Project update/status reports

### **Administrative Tasks**

- Quarterly and Year End Financial Report
- Appointments
  - CCTA Board Representative
  - Other CCTA Committee Appointments
- FY 2020/2021 Audit
- 2022 Meeting Schedule
- Administration of Conflict of Interest Form 700 process
- 2022/2023 Workplan and Budget
- Administration of Contracts and Invoices

DRAFT

DRAFT TRANSPAC 2021-2022 BUDGET					
EXPENDITURES					
			2020-2021		2021-2022
Managing Director / Admin Support Contract (time and material based expenses) (includes printing, postage & supplies)			\$ 230,000		\$ 241,500
Legal Services - expenses would be incurred on a time and material basis			\$ 5,000		\$ -
Web Site - Maintain / Enhance (time and material based expenses)			\$ 7,500		\$ 5,000
Audit Services			\$ 4,500		\$ 4,500
City of Martinez - Pacheco Transit Hub / Park & Ride Lot Maintenance			\$ 10,000		\$ 10,000
<b>Subtotal</b>			<b>\$ 257,000</b>		<b>\$ 261,000</b>
Pleasant Hill City/Fiscal Administration			\$ 3,000		\$ 3,000
<b>Subtotal</b>			<b>\$ 3,000</b>		<b>\$ 3,000</b>
<b>Costs subtotal</b>			<b>\$ 260,000</b>		<b>\$ 264,000</b>
Contingency			\$ 24,500		\$ 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 has been working with CCTA and Fehr in Peers in FY 2020-2021 on the study and anticipate the work effort concluding in 2021. Unexpended funds from FY 2020/2021 will carry over to FY 2021/2022.			\$ 122,000		\$ 55,000
<b>Total</b>			<b>\$ 406,500</b>		<b>\$ 343,500</b>
REVENUES					
			2020-2021		2021-2022
Member Agency Contributions			\$ 210,000		\$ 245,496
Carryover Balance			\$ 74,500		\$ 43,004
Project Reserve Carryover Balance			\$ 122,000		\$ 55,000
<b>Total</b>			<b>\$ 406,500</b>		<b>\$ 343,500</b>
NOTES:					
-TRANSPAC does not have any direct employees. Staff positions provided through contract.					

DRAFT TRANSPAC 2021-2022 BUDGET									
TRANSPAC MEMBER AGENCY CONTRIBUTION ALLOCATION FORMULA METHODOLOGY									
PART A	Each jurisdiction contributes 50% of the TRANSPAC Member Agency Contributions based on an equal (1/6) share of the annual budget amount.						\$	122,748	
PART B	The remaining 50% share of the TRANSPAC Member Agency Contributions is calculated on the most recent percentage of Measure J "return to source" funds received by each jurisdiction.						\$	122,748	
PART A		ALLOCATION FORMULA FOR MEMBER AGENCY CONTRIBUTION REVENUE BUDGET							

DRAFT TRANSPAC 2021-2022 BUDGET						
ALLOCATION FORMULA FOR MEMBER AGENCY CONTRIBUTION REVENUE BUDGET						
PART B	MEASURE J RTS \$s	MEASURE J RTS %	\$ FROM RTS			Total for
JURISDICTION	Allocation		PART B		PART A	Jurisdiction
CLAYTON	\$ 270,177	5.45%	\$ 6,692		\$ 20,458	\$ 27,150
CONCORD	\$ 1,735,768	35.02%	\$ 42,991		\$ 20,458	\$ 63,449
MARTINEZ	\$ 601,780	12.14%	\$ 14,905		\$ 20,458	\$ 35,363
PLEASANT HILL	\$ 618,036	12.47%	\$ 15,307		\$ 20,458	\$ 35,765
WALNUT CREEK	\$ 1,029,096	20.76%	\$ 25,489		\$ 20,458	\$ 45,947
CONTRA COSTA COUNTY ^	\$ 701,061	14.15%	\$ 17,364		\$ 20,458	\$ 37,822
<b>TOTAL</b>	<b>\$ 4,955,918</b>		<b>\$ 122,748</b>		<b>\$ 122,748</b>	<b>\$ 245,496</b>
^Estimated at 25% of allocation (\$2,804,242)						
Based on "DRAFT - FY 2020-21 Distribution of 18% Funds to Local Jurisdictions to Street Maintenance"						

# 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:
    - TRANSPAN
      - 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	
<b>Subtotal</b>			<b>\$ 260,000</b>		<b>\$ 257,000</b>	
Pleasant Hill City/Fiscal Administration			\$ 3,000		\$ 3,000	
<b>Subtotal</b>			<b>\$ 3,000</b>		<b>\$ 3,000</b>	
<b>Costs subtotal</b>			<b>\$ 263,000</b>		<b>\$ 260,000</b>	
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	
<b>Total</b>			<b>\$ 503,556</b>		<b>\$ 406,500</b>	
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	
<b>Total</b>			<b>\$ 503,556</b>		<b>\$ 406,500</b>	
NOTES:						
-TRANSPAC does not have any direct employees. Staff positions provided through contract.						

	<b>TRANSPAC 2020-2021 BUDGET</b>						
	<b>TRANSPAC MEMBER AGENCY CONTRIBUTION ALLOCATION FORMULA METHODOLOGY</b>						
<b>PART A</b>	Each jurisdiction contributes 50% of the TRANSPAC Member Agency Contributions based on an equal (1/6) share of the annual budget amount.					\$ 105,000	
<b>PART B</b>	The remaining 50% share of the TRANSPAC Member Agency Contributions is calculated on the most recent percentage of Measure J "return to source" funds received by each jurisdiction.					\$ 105,000	
	<b>PART A</b>	<b>ALLOCATION FORMULA FOR MEMBER AGENCY CONTRIBUTION REVENUE BUDGET</b>					
		<b>50% SHARE OF ANNUAL</b>					
		<b>MEMBER AGENCY</b>					
<b>JURISDICTION</b>		<b>CONTRIBUTION BUDGET</b>					<b>PER JURISDICTION</b>
		<b>PER JURISDICTION</b>					<b>EQUALS</b>
							<b>(R)</b>
<b>CLAYTON</b>		1/6					\$ 17,500
<b>CONCORD</b>		1/6					\$ 17,500
<b>MARTINEZ</b>		1/6					\$ 17,500
<b>PLEASANT HILL</b>		1/6					\$ 17,500
<b>WALNUT CREEK</b>		1/6					\$ 17,500
<b>CONTRA COSTA COUNTY</b>		1/6					\$ 17,500
<b>TOTAL</b>							<b>\$ 105,000</b>



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				Total for Jurisdiction
JURISDICTION	Allocation					PART A	
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
<b>TOTAL</b>	<b>\$ 4,796,157</b>		<b>\$ 105,000</b>			<b>\$ 105,000</b>	<b>\$ 210,000</b>
^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**  
**PROFESSIONAL SERVICES AGREEMENT**  
**AMENDMENT #8**

This Eighth Amendment to Agreement for Consulting Services is entered into on June \_\_\_\_, 2021 between the Central Contra Costa Transportation/Land Use Partnership ("TRANSPAC") and Gray-Bowen and Company, Inc., DBA Gray-Bowen-Scott, (Consultant).

**RECITALS**

- A. TRANSPAC and Consultant entered into a Professional Services Agreement for Agency Management and Administration on December 8, 2016; and
- B. The Professional Services Agreement contained an initial not to exceed sum of \$125,000, the amount estimated to cover the cost of services for about a 12 month period.
- C. The TRANSPAC Board, on October 12, 2017, approved an additional \$113,259 to the contract to bring the total not to exceed value to \$238,259, the value projected to be required for the remaining Agency Management and Administration services to be provided through June 30, 2018; and
- D. The TRANSPAC Board, on July 12, 2018, approved an additional \$135,000 for the Agency Management and Administration and the extension of the contract to bring the total not to exceed value to \$373,259 for 2018/2019 services, the value projected to be required for the services to be provided through June 30, 2019; and
- E. The TRANSPAC Board, on November 8, 2018, approved a scope of work and cost of the additional work of \$39,000 for the Monument Blvd / I-680 Bicycle and Pedestrian Improvements Feasibility Study Project Management Scope of Work; and
- F. The TRANSPAC Board, on July 3, 2019, approved an additional \$30,000 for the Agency Management and Administration and the extension of the contract to bring the total not to exceed value to \$442,259 for 2019/2020 services through September 30, 2019; and
- G. The TRANSPAC Board, on September 12, 2019, approved an additional \$40,000 for the Agency Management and Administration and the extension of the contract to bring the total not to exceed value to \$482,259 for 2019/2020 services through November 30, 2019; and
- H. The TRANSPAC Board, on December 12, 2019, approved an additional \$146,597 for the Agency Management and Administration (including Managing Director and Clerk of the Board services) and the extension of the contract to bring the total not to exceed value to \$628,856 for services through June 30, 2020; and
- I. The TRANSPAC Board, on June 11, 2020, approved an additional \$201,000 for the Agency Management and Administration (including Managing Director and Clerk of the Board services) and the extension of the contract to bring the total not to exceed value to \$829,856 for services through June 30, 2021; and
- J. The TRANSPAC Board, on June 10, 2021, approved an additional \$233,323 for the Agency Management and Administration (including Managing Director and Clerk of the Board services) and the extension of the contract to bring the total not to exceed value to \$1,063,179 for services through June 30, 2022; and

K. The parties wish to amend the Agreement.

NOW, THEREFORE, TRANSPAC and Consultant agree as follows:

**MUTUALLY AGREED:**

1) Subsection b of Section 2 (Compensation) of the Agreement is amended to read:

In no event shall the total amount paid for services rendered by Consultant under this Agreement exceed the sum of \$1,063,179. This amount is to cover all printing and related costs, and TRANSPAC will not pay any additional fees for printing expenses. Periodic payments shall be made within 30 days of receipt of an invoice which includes a detailed description of the work performed. Payments to Consultant for work performed will be made on a monthly billing basis.

*TRANSPAC Managing Director Contract - Summary of Amendments*

	Contract Approved	Amendment Value	Contract Value
Initial Contract	December 8, 2016	NA	\$125,000
Amendment #1	November 9, 2017	\$113,259	\$238,259
Amendment #2	July 12, 2018	\$135,000	\$373,259
Amendment #3	February 14, 2019	\$39,000	\$412,259
Amendment #4	July 3, 2019	\$30,000	\$442,259
Amendment #5	September 12, 2019	\$40,000	\$482,259
Amendment #6	December 12, 2019	\$146,597	\$628,856
Amendment #7	June 11, 2020	\$201,000	\$829,856
Amendment #8	June 10, 2021	\$233,323	\$1,063,179

*Contract Value by TRANSPAC Fiscal Year Budget / Task*

	MD/Clerk	Monument	TOTAL
FY 16/17 – Managing Director Tasks	\$103,259		\$103,259
FY 17/18 – Managing Director Tasks	\$135,000		\$135,000
FY 18/19 – Managing Director Tasks	\$135,000		\$135,000
Monument Blvd / I-680 Bicycle and Pedestrian Improvements Feasibility Study Project Management		\$39,000	\$39,000
FY 19/20 – Managing Director and Clerk of the Board Tasks	\$216,597		\$216,597
FY 20/21 – Managing Director and Clerk of the Board Tasks	\$201,000		\$201,000
FY 21/22 – Managing Director and Clerk of the Board Tasks	\$233,323		\$233,323
TOTAL	\$1,024,179	\$39,000	\$1,063,179

-FY 16/17 to FY 18/19 includes the Managing Director (MD) tasks, FY 19/20 and forward includes Managing Director and Clerk of the Board tasks

-Monument - Monument Blvd / I-680 Bicycle and Pedestrian Improvements Feasibility Study Project Management

- 2) Section 5 (Time of Performance: Term) of the Agreement is amended to read:

The term of this Agreement shall end June 30, 2022 unless terminated earlier as provided in the termination provisions herein, or this Agreement may be extended for additional periods (each a "Renewal Term").

- 3) That all other items and conditions of the Agreement shall remain in effect.

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the date first written above.

TRANSPAC

William R. Gray and Company

By: \_\_\_\_\_

Mark Ross  
Chairman

By: \_\_\_\_\_

Leo Scott  
President

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**TRANSPAC BOARD Meeting STAFF REPORT**

**Meeting Date:** June 10, 2021

<b>Subject:</b>	<b>MEASURE J LINE20A FUNDS PROGRAM – DRAFT FY 2021-2022 PROGRAM</b>
<b>Summary of Issues</b>	<p>The Contra Costa Transportation Authority (CCTA) Measure J line 20a program provides funds for Transportation Services for Seniors &amp; People with Disabilities in the TRANSPAC area. TRANSPAC is responsible for recommendations on how the Measure J Line 20a funds are to be used in Central County. Due to the COVID-19 pandemic, we have seen various levels of restrictions on group gatherings and indoor activities as well as an impact on the economy in Contra Costa County that have affected this program's revenues and funded services. Based on these impacts, TRANSPAC approved programming for only one year of the Line 20a funds in June 2020 (for FY 2020/2021), and deferred programming for FY 2021/2022 programs.</p>
<b>Recommendation</b>	<p>Approve the Line 20A Program for FY 2021 / 2022.</p>
<b>Financial Implications</b>	<p>TRANSPAC is responsible for recommendations on how the Measure J Line 20a funds are to be used in Central County. The program resulting from the above process will commit Measure J revenue dedicated to projects that support transportation for Seniors &amp; People with Disabilities in Central Contra Costa County.</p>
<b>Option(s)</b>	<p>Consider an alternate proposal</p>
<b>Attachment(s)</b>	<ul style="list-style-type: none"><li>A. Line 20A Draft FY 2021/2022 Program</li><li>B. Summary of Projected Line 20A Funding to be Rolled Over from FY 2020-2021</li><li>C. Summary of Fund Estimate</li><li>D. Line 20A FY 2020/2021 Approved Program</li><li>E. Summary of Received Applications for the FY 2020/2021 and FY 2021/2022 Cycle and Program Descriptions</li><li>F. Summary of Line 20A Program Operations Information</li><li>G. TRANSPAC Measure 20A Program Guidelines</li><li>H. Measure J TEP Program Description</li></ul>

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## Background

The Measure J Expenditure Plan includes a program, line 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, line 20a: Additional Transportation Services for Seniors & People with Disabilities, which provides the TRANSPAC area an additional 0.5% for these types of services. TRANSPAC is responsible for recommendations on how the Line 20a funds are to be used.

TRANSPAC issued a call for projects at the beginning of 2020 and approved a program of projects for FY 2020/2021. The initial call for projects was intended to be a two-year program (through FY 2021/2022) but was reduced to one year based on uncertainty related to the COVID-19 pandemic that began to impact Contra Costa in March 2020 with an initial local and ultimately a statewide shelter in place order. Through the remainder of 2020 and into 2021, we have seen various levels of restrictions on group gatherings and indoor activities in Contra Costa County.

After reviewing programming strategies and information from the 2008 economic downturn, the TRANSPAC Board approved a program that included funds for projects and programs requesting funding for 2020/2021 (the first year of the two-year call for project period) at a funding level of about \$450,000 (similar to the initial projected funding for programming). This included utilizing reserve funds to supplement the new revenue projected to be collected in FY 2020/2021. With the COVID-19 pandemic impacting existing Line 20A funded program operations in the last months of FY 2019/2020, we were also able to identify cost savings, rollover those funds to FY 2020/2021, and reduce the level of new programming funds required and fully fund the FY 2020/2021 program. TRANSPAC deferred action for the year two (2021/2022) funding requests to later in FY 2020/2021 when additional information about COVID-19 and the impact on existing program operations and Measure J revenues became available.

## The Programs and Projects

Measure J Line 20a applicants provide a wide range of services and trip types, which is reflected in the range of operating and cost metrics for the various services funded, with all the projects funded in FY 2020/2021 within the range of TRANSPAC Line 20a guidance. Overall, programs include volunteer and non-volunteer provided services, high level of assistance door-thru-door service as well as fixed-route service. In recent years, we have also seen the addition of Taxi Scrip and Transportation Network Companies (TNC) services that provide flexibility beyond traditional service hours. The FY 2020/2021 program funded services that have been previously supported with the Line 20A funds, with the addition of the Concord Get Around Taxi Scrip program and the County Connection Midday Free Ride Program for the Bridge and RES programs. The programs currently funded with Measure J Line 20a funds all continue to be impacted by COVID-19 and the restrictions on group gatherings and indoor activities in Contra Costa County over the last year. Some programs have continued to be on hold, not operating, or providing alternative services to assist the individuals that used the programs (i.e., bringing meals to the individuals rather than bringing the individual to a center for activities and a meal).

### 2021/2022 Program

In March, the TRANSPAC Board approved moving forward with the following assumptions:

- FY 2021/22 programming will be considered from the applications initially submitted for the two-year programming cycle and will not consider new applications.
- The level of programming required for FY 2021/22 will consider the current program implementation status (i.e. are there cost savings)

Based on outreach with the 2020 / 2021 grant sponsors, two of the programs did not incur expenses due to not being able to operate. Another sponsor is projected to incur reduced costs due to challenges related to procuring contractors. The three projects referenced above include:

Sponsor	Program	Line 20A Funds Programmed	Line 20A Funds Projected to be Available to Rollover to FY 2021 / 2022
<i>Not Able to Operate in FY 2020 / 2021</i>			
Choice In Aging	Mount Diablo Mobilizer	\$40,000	\$40,000
County Connection	Midday Free Ride Program For Bridge and RES Programs	\$40,000	\$40,000
<i>Anticipated to be Partially Implemented in FY 2020 / 2021</i>			
City of Concord	Get Around Taxi Scrip	\$21,200	\$15,900
<b>TOTAL</b>			<b>\$95,900</b>

### Fund Estimate

At the time of the release of the call for projects for the Measure J Line 20a program in early 2020, revenues were expected to provide about \$918,000 of new funds over the two-year programming period (or \$459,000 per year). CCTA notified TRANSPAC that Measure J revenue projections were being reduced and to expect a 15-20% lower revenue, or about \$380,000 per year. The actual funds received for FY 2019/2020 came in much higher than anticipated, as well as the revenue for FY 2020/2021 and FY 2021/2022 is now projected at levels similar to the initial projections from early 2020. The FY 2020/21 projection is now \$475,000 (the initial programming target released in January 2020 was \$459,000). Staff is recommending TRANSPAC assume \$475,000 of new Line 20A funds will be available for programming for the FY 2021 / 2022 program based on the latest CCTA revenue projection. The higher-than-expected revenue allows for increased programming as well as a reduced impact on the level of the program Operations/Capital Reserve. Fund estimate information is included in the attached material.

The combination of new programming capacity (\$475,000) and rollover funding capacity (\$95,900) provides a programming target of \$570,900.

A total of nine (9) programs have requested funds for FY 2021 / 2022. This includes the three (3) programs referenced above, five (5) programs that operated in FY 2020 / 2021, and one (1) new program that is starting operations in 2021.

#### FY 2021 / 2022 Line 20A Program Requests

Ref #	Sponsor	Program	Line 20 Request
1	Choice in Aging	Mt. Diablo Mobilizer (rollover \$)	\$ 40,000
2	Walnut Creek	Senior Mini Bus / Lyft TNC Support Costs	\$ 78,500
3	Walnut Creek	Lyft / TNC Rides (Direct Cost)	\$ 40,000
4	Mobility Matters	Rides for Seniors/Rides for Veterans	\$137,570
5	Concord	Get Around Taxi Scrip (rollover \$)	\$ 28,800
6	Golden Rain Foundation (Rossmoor)	Green Line Service	\$116,034
7	Golden Rain Foundation (Rossmoor)	Subsidized Ridesharing Program	\$ 10,000
8	County Connection	Midday Free Ride Program For Bridge and RES Programs (rollover \$)	\$ 40,000
9	Center for Elder Independence	Transportation Services for Central County	\$135,774
		<b>TOTAL</b>	<b>\$626,678</b>

The \$626,678 of funds requested exceed the programming target of \$570,900 by about \$56,000.

#### Status of Programs with FY 2021 / 2022 Funding Requests

Ref #	Sponsor	Program	Status
1	Choice in Aging	Mt. Diablo Mobilizer	Program has not been able to operate under the parameters of COVID-19 restrictions
2	Walnut Creek	Senior Mini Bus / Lyft TNC Support Costs	Senior Mini Bus program has not been able to operate, the Lyft TNC component of the City program has been operating and utilizing support costs funds to administer and provide program user assistance
3	Walnut Creek	Lyft / TNC Rides (Direct Cost)	The program has been operating within the parameters of COVID-19 restrictions
4	Mobility Matters	Rides for Seniors/Rides for Veterans	The program has been operating within the parameters of COVID-19 restrictions
5	Concord	Get Around Taxi Scrip	Program implementation has been delayed. City released RFP for service and did not receive any response proposals. City is pursuing a TNC based contract. Service is anticipated to begin in spring 2021 (contract is circulated for execution).



6	Golden Rain Foundation (Rossmoor)	Green Line Service	The program has been operating within the parameters of COVID-19 restrictions. Sponsor has modified routing based on COVID-19 to access additional locations (with an increase in vehicles in service).
7	Golden Rain Foundation (Rossmoor)	Subsidized Ridesharing Program	The program has been operating within the parameters of COVID-19 restrictions
8	County Connection	Midday Free Ride Program For Bridge and RES Programs	Program has not been able to operate under the parameters of COVID-19 restrictions
9	Center for Elder Independence	Transportation Services for Central County	This program is not funded with Line 20A funds in FY 2020 / 2021. The program is operating within the parameters of COVID-19 restrictions.

Staff has been working with project sponsors to collect information about the programs that received funds for FY 2020/2021. The programs are operating under COVID-19 restrictions and have been required to modify operations and therefore the actual numbers do not match against projections included in the initial applications. Staff does not propose to penalize programs for continuing to serve program clients even if program efficiencies were lost. COVID-19 restrictions also continue to impact operations of all the programs in large and small ways and we are not able to accurately predict the ongoing impacts over the next 14 months (through the end of FY 2021/2022).

The attached material includes program information from the initial applications, progress report information for FY 2019 / 2020, and supplemental information for program operations from the initial half of FY 2020 / 2021.

There are items related to specific program requests including:

- City of Walnut Creek - Senior Mini Bus / Lyft TNC Support Costs – This recommendation is based on Senior Mini Bus operations resuming. These funds are used to cover administration costs of both the Senior Mini Bus and the TNC component of their program.
- City of Concord - Get Around Taxi Scrip –The city received no response to the RFP to procure Taxi-based services and is now proposing to revise the delivery of the service to a TNC model. This has caused a delay in the initiation of service. The City application requested a higher amount of funding in the second year of the application period. With the delay to service implementation, the draft program includes an assumption of the year 1 level of costs for the initial 12 months of operations (i.e. 75% of application year 1 request + 25% of application year 2 request) to reflect the delayed service start, and that results in a \$23,100 request for FY 2021/2022.
- Center for Elder Independence - Transportation Services for Central County – This service is now in operations and funding for the service is included in the draft program.
- Rollovers – Staff is working with CCTA staff to review administration procedure regarding funds that may be rolled over for a second time.

The TRANSPAC Board reviewed the programming information at the May meeting. The TRANSPAC Board reviewed the two programming scenarios forwarded through the TAC, including a scenario that proportionally reduced all the program funding requests (providing all applicants with about 92% of requested funding) and another scenario that fully funded programs that serve users from multiple parts of the TRANSPAC subregion and that programs that focus service for one jurisdiction be reduced on a proportional basis (providing 100% funding to 4 of the 9 requests and about 81% funding for the rest). The TRANSPAC Board reviewed the programming scenarios and discussion covered multiple programming issues including population and equity, the use of general criteria for program wide decisions, types of costs (direct trip and support), and the current economic climate. Through the review and discussion of the TRANSPAC Board staff was requested to bring back a proposal to fully fund all the requests utilizing reserve funds (about \$50,000).

The TRANSPAC Board is recommended to approve the Draft FY 2021/2022 Measure J Line 20A Funds Program that fully funds the program requests with a combination of new revenue, rollover funds, and reserve funds (Attachment A).

Through the discussions of this item at the multiple TRANSPAC Committee meetings, it was noted that TRANSPAC has been able to generally fund the Line 20A program requests received for past cycles, with this cycle having more requests than the annual new revenues. TRANSPAC may need to further discuss additional criteria to rank and prioritize requests in the next cycle with parameters that could be considered including (but not limited to) population, agency type, trip type, cost type, match requirements, or request limitations. TRANSPAC will want to consider these options in the discussion leading up to the next cycle of Line 20A programming. Based upon the past programming cycle schedules, TRANSPAC would release a call for projects in December 2021 to solicit requests for funding for FY 2022/2023 and FY 2023/2024.

#### Programming Schedule

<b>February 2021</b>	TAC Review FY 2021/2022 Programming Process
<b>March 2021</b>	Board Approve FY 2021/2022 Programming Process
	TAC Review Programming Information
<b>April 2021</b>	TAC Review Draft Program
<b>May 2021</b>	Board Review Draft Program
	TAC Review Final Program
<b>June 2021</b>	Board Approve Final Program

**ATTACHMENT A****Line 20A Operations Grants - DRAFT Program for FY 2021 - 2022****Scenario - Utilize reserve funds to fully fund the 2021 - 2022 Program requests.**

ref. #		Line 20A \$ Requested for FY 21-22	Assumed Line 20a \$ Unused from FY 20-21	Remaining Line 20A \$ Request for FY 21-22	DRAFT Line 20A Program for FY 21-22
1	Choice in Aging	\$ 40,000	\$ 40,000	\$ -	\$ <b>40,000</b>
2	Walnut Creek	\$ 78,500	\$ -	\$ 78,500	\$ <b>78,500</b>
3	Walnut Creek	\$ 40,000	\$ -	\$ 40,000	\$ <b>40,000</b>
4	Mobility Matters	\$ 137,570	\$ -	\$ 137,570	\$ <b>137,570</b>
5	Concord	\$ 28,800	\$ 15,900	\$ 7,200	\$ <b>23,100</b>
6	Golden Rain Foundation (Rossmoor)	\$ 116,034	\$ -	\$ 116,034	\$ <b>116,034</b>
7	Golden Rain Foundation (Rossmoor)	\$ 10,000	\$ -	\$ 10,000	\$ <b>10,000</b>
8	County Connection	\$ 40,000	\$ 40,000	\$ -	\$ <b>40,000</b>
9	Center for Elder Independence	\$ 135,774	\$ -	\$ 135,774	\$ <b>135,774</b>

\$ 626,678	\$ 95,900	\$ 525,078	\$ <b>620,978</b>
	\$620,978		

<b>Funds Available</b>	
Unused Line 20A funds from FY 20-21	\$ 95,900
New Line 20A programming from FY 21-22	\$ 475,000
Operations/Capital Reserve	\$ 50,078
	\$ 620,978

**ATTACHMENT B****Line 20A Operations Grants**

ref. #			FY 2020-2021		
			Line 20A \$ Awarded	Projected Expenses	Projected Rollover
1	Choice in Aging	Mt. Diablo Mobilizer	\$ 40,000	\$ -	\$ 40,000
2	Walnut Creek	Senior Mini Bus	\$ 78,500	\$ 78,500	\$ -
3	Walnut Creek	Lyft / TNC component	\$ 40,000	\$ 40,000	\$ -
4	Mobility Matters	Rides for Seniors/Rides for Veterans	\$ 137,570	\$ 137,570	\$ -
5	Concord	Get Around Taxi Scrip	\$ 21,200	\$ 5,300	\$ 15,900
6	Golden Rain Foundation (Rossmoor)	Green Line Service	\$ 114,920	\$ 114,920	\$ -
7	Golden Rain Foundation (Rossmoor)	Subsidized Ridesharing Program	\$ 10,000	\$ 10,000	\$ -
8	County Connection	Midday Free Ride Program For Bridge and RES Programs	\$ 40,000	\$ -	\$ 40,000
			<hr/>	<hr/>	<hr/>
			\$ 482,190	\$ 386,290	\$ 95,900
Pleasant Hill					
		Replacement Van	\$ 55,000		
			<hr/>		
			\$ 537,190		

## ATTACHMENT C

### TRANSPAC Line 20A Program

### FUND ESTIMATE

(updated June 2, 2021)

INITIAL FUND BALANCE	
Carryover Balance	\$ 812,957
Adjustment for Actual Funding Received through FY 19/20	\$ 64,861
FY 2020/2021 - projected *	\$ 475,000
* Prior projected revenue assumption was \$459,000 per year	
TOTAL	\$ 1,352,818
APPROVED PROGRAMMING	
2020/2021 - 1 year of new funds programmed (approved 6/11/20)	\$ 447,190
Program Balance	\$ 905,628

NEW REVENUE	
2021/2022 - Projected Revenue **	\$ 475,000
** Previous assumption (from last year) was \$459,000 per year	
TOTAL	\$ 475,000
Projected Program Balance (6/30/22)	\$ 1,380,628

NEW PROGRAMMING	
2021/2022 - PROPOSED New programming ***	\$ 475,000
***Previously assumed to program \$459,000 per year	
2021/2022 - Programming From Reserve Capacity	\$ 50,078
TOTAL	\$ 525,078

PROPOSED FUND BALANCE - AFTER 2021/2022 PROGRAMMING	
Cash Flow Reserve	\$ 500,000
Operations/Capital Reserve ****	\$ 355,550
**** Increase of reserve from \$235,000 based on higher than projected revenues	
***** Prior analysis indicated \$270,000 reduction of funds collected as a result of the 2008 economic downturn	
TOTAL	\$ 855,550

**ATTACHMENT D**

TRANSPAC 20A Program 2020/2021 Cycle APPROVED BY TRANSPAC BOARD JUNE 11, 2020				
		Rollover Programming From Prior Grant	2020/2021 Programming - New 20A Funds	TOTAL PROPOSED 20a BUDGET FUNDING FOR 20/21 OPERATIONS
Choice in Aging (CiA)				
Mt. Diablo Mobilizer	The Mt. Diablo Mobilizer offers door-through-door transportation to frail, low-income adults and adults with disabilities. The service uses CiA's bus (a wheelchair accessible vehicle) to transport participants to and from our adult day health care program in Pleasant Hill. Mid-day, the Mt. Diablo Mobilizer provides a shopping shuttle to low-income seniors at two senior housing facilities in Concord.	\$ 40,000	\$ -	\$ 40,000
City of Walnut Creek				
Walnut Creek Senior Mini Bus Program	The Program provides door-to-door transportation for members of the Walnut Creek Seniors Club and participants with developmental disabilities. Rides are given anywhere within the City of Walnut Creek and the Rehabilitation Center in Pleasant Hill. Most common destinations are medical appointments, shopping center and to the Civic Park Community Center, which serves as the senior center for Walnut Creek. The program utilizes volunteer and city drivers.	\$ 35,000	\$ 43,500	\$ 78,500
Lyft / TNC component	The Minibus services is augmented by the Lyft component of the program which allows for overflow rides (once the Minibus is full) during regular operating hours and for rides during evenings and on the weekend.	\$ -	\$ 40,000	\$ 40,000
Mobility Matters				
Rides for Seniors/ Rides for Veterans	Mobility Matters(MM) is a nonprofit organization that provides mobility management services throughout Contra Costa County by matching riders to transportation providers that meet their individual needs. In addition, MM operates the only countywide volunteer driver program that provides free, one-on-one, door-through-door rides for seniors and disabled veterans, including their service animals, who cannot access other forms of transportation. The primary purposes of the rides we provide are for outpatient medically necessary care, dental care, psychiatric care, same day surgery, and shopping for basic necessities. Age 60 or older or disable veterans are eligible.	\$ -	\$ 137,570	\$ 137,570
City of Pleasant Hill				
Senior Van Service (Vehicle only)	The City of Pleasant Hill Senior Van Service provides affordable, safe, reliable, and accessible door-to-door transportation for Pleasant Hill residents aged 55 and older, including seniors with limited mobility, in and around Pleasant Hill. The Senior Van Service is run by a volunteers.	\$ -	\$ 55,000	\$ 55,000
City of Concord				
Get Around Taxi Scrip	The Get Around Taxi Scrip Program is a flexible, curb to curb, same day transportation option that allows Concord seniors to get subsidized taxi service at an affordable rate to neighboring cities, 24-hour access, 7 days a week. This service will allow seniors to continue to be engaged with the community, get to medical and dental appointments, senior center, bank, shopping, church, hair appointments etc. Concord residents that are 65+ are eligible.	\$ -	\$ 21,200	\$ 21,200
Golden Rain Foundation (Rossmoor)				
Green Line Service	The Rossmoor Green Line bus provides hourly service Monday-Friday between 9:50am - 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 wheelchair lift allowing for mobility devices to use the route.	\$ 15,000	\$ 99,920	\$ 114,920
Subsidized Ridesharing Program	This Rossmoor program provides this transportation option for residents to receive a subsidized TNC trip. The subsidized ride share program utilizes the Uber and Lyft systems. Seniors can access transportation outside the normal operating hours of the Rossmoor transit services and they can reach destinations outside the normal service area of the other Rossmoor service.	\$ -	\$ 10,000	\$ 10,000
CCCTA / County Connection				
Midday Free Ride Program for Bridge and RES Programs	This program would allow participants of the Mt. Diablo Unified School District's Bridge Program and RES Success to ride County Connection's fixed-route transit services for free between 10 AM and 2 PM on weekdays. These two programs provide individuals with the knowledge and skills they need in order to make a successful transition to an independent, adult life through learning to use non paratransit travel options.	\$ -	\$ 40,000	\$ 40,000
<b>TOTALS</b>		<b>\$ 90,000</b>	<b>\$ 447,190</b>	<b>\$ 537,190</b>

**ATTACHMENT E-1**TRANSPAC Board  
June 11, 2020**Projects Received: Measure J Line 20A Call for Projects**

Project Name	Sponsor	Measure J Line 20A Request	
TIER 1			
Transportation Services for Concord PACE Center/Clinic	Center for Elders' Independence (CEI)	\$	135,774
Rides for Seniors / Rides for Veterans	Mobility Matters	\$	275,140
Senior Van Service - Van Purchase	City of Pleasant Hill	\$	55,000
Rossmoor Green Line & Subsidize Ridesharing Program	Golden Rain Foundation	\$	250,954
City of Walnut Creek Transportation Program for Seniors and Special Needs	City of Walnut Creek	\$	237,000
Mt. Diablo Mobilizer	Choice In Aging	\$	80,000
Midday Free Rides for MDUSD Bridge Program and RES Success	Central Contra Costa Transit Authority (CCCTA)	\$	80,000
Get Around Taxi Scrip Program	City of Concord Senior Center	\$	50,000
SUBTOTAL REQUESTED		\$	1,163,868
TIER 2			
Contra Costa ARC (dba VistAbility)	GMC-Concord Transportation Project	\$	91,978
SUBTOTAL REQUESTED		\$	91,978
TOTAL REQUESTED		\$	1,255,846
Withdrawn			
Commercial Shuttle and Wheelchair Vans (2) to support Dial a Bus and Paratransit Service	Golden Rain Foundation	\$	172,000

<b>SUMMARY OF FUNDING REQUEST BY OPERATING / CAPITAL CATEGORY</b> <b>TRANSPAC 20A Program</b> <b>2020/2021 and 2021/2022 Cycle Program Applications</b>			
		<b>"POINT TO POINT SERVICE" or "SERVICE TO CENTRAL LOCATION"</b>	<b>Operating Request      Capital Request</b>
		Center for Elder Independence (CEI)	
1		CEI Transportation Services for Central County	\$ 135,774
		Choice in Aging	
2		Mt. Diablo Mobilizer	\$ 80,000
		<b>Subtotal</b>	<b>\$ 215,774      \$ -</b>
		<b>"POINT TO POINT SERVICE" or "SERVICE TO CENTRAL LOCATION"</b>	
		<b>Volunteer Driver based service</b>	
		City of Walnut Creek	
3		Walnut Creek Senior Mini Bus Program	\$ 157,000
		Mobility Matters	
4		Rides for Seniors/ Rides for Veterans	\$ 275,140
		City of Pleasant Hill	
5		Senior Van Service (Vehicle only)	\$ 55,000
		<b>Subtotal</b>	<b>\$ 432,140      \$ 55,000</b>
		<b>TAXI SCRIP/TNC PROGRAMS</b>	
		City of Concord	
6		Get Around Taxi Scrip	\$ 50,000
		Golden Rain Foundation (Rossmoor)	
7		Subsidized Ridesharing Program	\$ 20,000
		City of Walnut Creek	
8		Lyft / TNC component	\$ 80,000
		<b>Subtotal</b>	<b>\$ 150,000      \$ -</b>
		<b>SHUTTLE SERVICE / FIXED ROUTE</b>	
		CCCTA / County Connection	
9		Midday Free Ride Program for Bridge and RES Programs	\$ 80,000
		Golden Rain Foundation (Rossmoor)	
10		Green Line Service	\$ 230,954
		<b>Subtotal</b>	<b>\$ 310,954      \$ -</b>
		<b>TOTALS</b>	<b>\$ 1,108,868      \$ 55,000</b>
			<b>\$1,163,868</b>



SUMMARY OF FUNDING REQUEST BY YEAR OF PROGRAMMING REQUEST				
TRANSPAC 20A Program				
2020/2021 and 2021/2022 Cycle Program Applications				
	"POINT TO POINT SERVICE" or "SERVICE TO CENTRAL LOCATION"	Year 1	Year 2	Total Request
	Center for Elder Independence (CEI)			
1	CEI Transportation Services for Central County	\$ -	\$ 135,774	\$ 135,774
	Choice in Aging			
2	Mt. Diablo Mobilizer	\$ 40,000	\$ 40,000	\$ 80,000
	Subtotal	\$ 40,000	\$ 175,774	\$ 215,774
"POINT TO POINT SERVICE" or "SERVICE TO CENTRAL LOCATION"				
Volunteer Driver based service				
	City of Walnut Creek			
3	Walnut Creek Senior Mini Bus Program	\$ 78,500	\$ 78,500	\$ 157,000
	Mobility Matters			
4	Rides for Seniors/ Rides for Veterans	\$ 137,570	\$ 137,570	\$ 275,140
	City of Pleasant Hill			
5	Senior Van Service (Vehicle only)	\$ 55,000	\$ -	\$ 55,000
	Subtotal	\$ 271,070	\$ 216,070	\$ 487,140
TAXI SCRIP/TNC PROGRAMS				
	City of Concord			
6	Get Around Taxi Scrip	\$ 21,200	\$ 28,800	\$ 50,000
	Golden Rain Foundation (Rossmoor)			
7	Subsidized Ridesharing Program	\$ 10,000	\$ 10,000	\$ 20,000
	City of Walnut Creek			
8	Lyft / TNC component	\$ 40,000	\$ 40,000	\$ 80,000
	Subtotal	\$ 71,200	\$ 78,800	\$ 150,000
SHUTTLE SERVICE / FIXED ROUTE				
	CCCTA / County Connection			
9	Midday Free Ride Program for Bridge and RES Programs	\$ 40,000	\$ 40,000	\$ 80,000
	Golden Rain Foundation (Rossmoor)			
10	Green Line Service	\$ 114,920	\$ 116,034	\$ 230,954
	Subtotal	\$ 154,920	\$ 156,034	\$ 310,954
	TOTALS	\$ 537,190	\$ 626,678	\$ 1,163,868

## ATTACHMENT E-2

TRANSPAC Board

TRANSPAC 20A Program Summary of the 2020/2021 and 2021/2022 Cycle Program Applications		
<b>VOLUNTEER DRIVER PROGRAMS</b>		
City of Pleasant Hill		
	Senior Van Service (Vehicle only)	The City of Pleasant Hill Senior Van Service provides affordable, safe, reliable, and accessible door-to-door transportation for Pleasant Hill residents aged 55 and older, including seniors with limited mobility, in and around Pleasant Hill. The Senior Van Service is run by a volunteer coordinator, who hires and manages the service's volunteer dispatchers and volunteer drivers. The current vehicle is a 2012 lift van with 61,376 miles. A fare of \$1.50 is required.
<b>TAXI SCRIP/TNC PROGRAMS</b>		
City of Concord		
	Get Around Taxi Scrip	<p>The Get Around Taxi Scrip Program is a flexible, curb to curb, same day transportation option that allows Concord seniors to get taxi service at an affordable rate to neighboring cities, 24-hour access, 7 days a week. This service will allow seniors continue to be engaged with the community, get to medical and dental appointments, senior center, bank, shopping, church, hair appointments etc.</p> <p>Concord residents that are 65+ can are eligible to purchase up to 2 books for \$30, worth \$60 in rides at the senior center. The city has an agreement with DeSoto Cab Company to provide the taxi service that covers Clayton, Concord, Martinez, Pleasant Hill and Walnut Creek. The subsidy is proposed to increase to 75% in the second year of the program.</p>
<b>POINT TO POINT SERVICE / SERVICE TO CENTRAL LOCATION</b>		
Center for Elder Independence (CEI)		
	CEI Transportation Services for Central County	The Center for Elders' Independence (CEI) operates PACE, a long-term care alternative to nursing home residence for frail, low-income adults age 55 and over. The participants meet Medi-Cal income and health status criteria for nursing home admission but choose to remain at home or in the community to "age in place". CEI currently operates five centers in Alameda and Western Contra Costa County, and will open a PACE center/clinic in downtown Concord, CA in late 2020. This program is to provide wheelchair-accessible/lift-equipped "through-the-door" paratransit for frail, low-income senior participants to and from CEI's Concord PACE Center/clinic, other needed medical specialty appointments, and CEI-sponsored recreational and other outings.
<b>SHUTTLE SERVICE (FIXED ROUTE)</b>		
Golden Rain Foundation (Rossmoor)		
	Green Line Service	The Rossmoor Green Line bus provides hourly service Monday-Friday between 9:50am - 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 wheelchair lift allowing for mobility devices to use the route. The bus can hold eighteen seated passenger and two mobility devices.
<b>TAXI SCRIP/TNC PROGRAMS</b>		
Golden Rain Foundation (Rossmoor)		
	Subsidized Ridesharing Program	This Rossmoor program provides a transportation options for residents to receive a \$10.00 per ride subsidy (800 to 1800 hours) and a \$15.00 per ride (from 1800 to 2400), with a maximum of \$20.00 per day. The resident pays any additional cost after the subsidy is applied. The subsidized ride share program utilizes the Uber and Lyft systems. Seniors can access transportation outside the normal operating hours of the Rossmoor transit services and they can reach destinations outside the normal service area of the Rossmoor service. The service is contracted through GoGoGrandparents to provide the subsidized ride share service.

June 11, 2020

SHUTTLE SERVICE (FIXED ROUTE)		
	City of Walnut Creek	
	Walnut Creek Senior Mini Bus Program	<p>The City of Walnut Creek Transportation Program provided door-to-door transportation for members of the Walnut Creek Seniors Club and participant with developmental disabilities. Rides are given anywhere within the City of Walnut Creek and the Rehabilitation Center in Pleasant Hill. Most common destinations are medical appointments, shopping center and to the Civic Park Community Center, which serves as the senior center for Walnut Creek.</p> <p>The current program utilizes a Chevy Bolt operated by volunteer drivers to transport seniors on weekdays throughout the year. During the summer, on evenings and weekends, a 15-passenger van is used to transport program participants with developmental disabilities. This bus is operated by a staff member with a Class B driver license.</p>
TAXI SCRIP/TNC PROGRAMS		
	City of Walnut Creek	
	Lyft / TNC component	The Minibus services is augmented by the expanded Lyft pilot program which allows for overflow rides (once the Minibus is full) during currently Minibus operating hours and for rides during evenings and on the weekend.
SHUTTLE SERVICE (FIXED ROUTE)		
	CCCTA / County Connection	
	Midday Free Ride Program for Bridge and RES Programs	This program would allow participants of the Mt. Diablo Unified School District's Bridge Program and RES Success to ride County Connection's fixed-route transit services for free between 10 AM and 2 PM on weekdays. These two programs provide individuals with the knowledge and skills they need in order to make a successful transition to an independent, adult life. A key part of this is learning how to navigate and use public transit, which also helps to reduce dependency on paratransit services. The program is limited to off-peak hours when capacity is available on existing fixed-route services, so no additional transit service would be provided as part of this program.
POINT TO POINT SERVICE / SERVICE TO CENTRAL LOCATION		
	Choice in Aging	
	Mt. Diablo Mobilizer	<p>Choice in Aging's mission is to create opportunities where people can learn, grow, and age independently with dignity and community. Choice in Aging (CiA) started in 1949 as a rehabilitation facility for children with polio. When polio was eradicated, CiA's services changed. Today CiA serves more than 600 people with disabilities, multiple health conditions, and Alzheimer's disease.</p> <p>The Mt. Diablo Mobilizer offers door-through-door transportation to frail, low-income adults and adults with disabilities. The service uses CiA's bus (a wheelchair accessible vehicle) to transport participants to and from our adult day health care program in Pleasant Hill. Mid-day, the Mt. Diablo Mobilizer provides a shopping shuttle to low-income seniors at two senior housing facilities in Concord.</p>
VOLUNTEER DRIVER PROGRAMS / MOBILITY MANAGEMENT PROGRAM		
	Mobility Matters	
	Rides for Seniors/ Rides for Veterans	Mobility Matters is a nonprofit organization that provides mobility management services throughout Contra Costa County by matching riders to transportation providers that meet their individual needs. In addition, we operate the only countywide volunteer driver programs that provide free, one-on-one, door-through-door rides for seniors and disabled veterans, including their service dogs, who cannot access other forms of transportation. The primary purposes of the rides we provide are for outpatient medically necessary care, dental care, psychiatric care, same day surgery, and shopping for basic necessities, like groceries. Clients may request rides for other purposes, but these can only be filled if all the priority rides are covered. Age 60 or older or disable veterans are eligible. In September 2019, Caring Hands closed its doors, and Mobility Matters was asked by John Muir to train and enroll the volunteer drivers from their Senior Rides Program and assess their clients for eligibility for one of our two volunteer driver programs.

**ATTACHMENT F-1**

SUMMARY OF PROJECT / PROGRAM USERS AND TRIPS														
TRANSPAC 20A Program														
Summary of the 2020/2021 and 2021/2022 Cycle Program Applications														
			INDIVIDUAL USERS				TRIPS				BUDGET INFO			
			Prior Period		Projected for App. Period		Prior Period	Projected for App. Period			Projected for App. Period			
			Last Actual TOTAL Number of Individual Users	Last Actual TRANSPAC Number of Individual Users	Number of Individual Users (TRANSPAC and Beyond)	Number of Individual Users (TRANSPAC Subregion)	Last Actual TOTAL TRIPS (TRANSPAC and Beyond)	Trips Provided (TRANSPAC and Beyond)	Trips Provided (TRANSPAC Subregion)	Estimate of ADA Eligible Trips	Estimate of Shared Trips	Annual Agency Budget	Annual TOTAL Transporation Program Cost	Annual TRANSPAC Transporation Program Cost
ref #			1	2	3	4	5	6	7	8	9	10	11	12
		City of Pleasant Hill												
1		Senior Van Program (Vehicle Purchase)	485	485	490	490	1,662	1,954	1,954		1%	\$ 30,600,000	\$ 3,058	\$ 3,058
		City of Concord												
2		Get Around Taxi Scrip	65	65	100	100	NA	2,000	2,000		0%	\$ 1,025,000	\$ 32,700	\$ 32,700
		Center for Elder Independence												
3		CEI Transportation Services for Central County	NA	NA	200	100	NA	20,000	10,000	100%	90%	\$ 82,473,000	\$ 543,000	\$ 135,774
		Golden Rain Foundation (Rossmoor)												
4		Green Line	3503	3503	4,000	4000	16,304	20,400	20,400	4%	100%		\$ 153,650	\$ 115,500
5		Subsidized Ridesharing Program					123 (Partial year)	576	576		0%		\$ 10,000	\$ 10,000
												\$ 18,107,000	\$ 1,104,000	\$ 125,500
		City of Walnut Creek												
6		Senior Mini Bus Program	320	320	400	400	3,872	5,420	5,420		20%			\$ 78,500
7		TNC / Lyft Program	242	242	400	400	3,188	4,463	4,463		20%			\$ 40,000
												\$ 1,989,000	\$ 141,500	\$ 118,500
		CCCTA / County Connection												
8		Midday Free Ride Program for Bridge and RES Programs	326	326	408	408	14,253	36,000	36,000	90%	100%	\$ 42,264,000	\$ 42,264,000	\$ 40,000
		Choice in Aging												
9		Mt. Diablo Mobilizer	104	104	108	108	5,517	5,525	5,525	50%	100%	\$ 1,634,000	\$ 80,000	\$ 40,000
		Mobility Matters												
10		Rides for Seniors/ Rides for Veterans	528	270	600	300	6,100	8,000	4,000	90%	0%	\$ 600,000	\$ 275,000	\$ 137,570

**ATTACHMENT F-2**

TRANSPAC 20A Program Summary of the 2020/2021 and 2021/2022 Cycle Program Applications													
ref. #			Annual Transportation Program Cost (TRANSPAC and Beyond)	Annual Transportation Program Cost (TRANSPAC Subregion)	Annual Measure J Cost of Transportation Service		2 Year Measure J Request	Trips Provided (TRANSPAC and Beyond)	Trips Provided (TRANSPAC Subregion)	Est. Vehicle Service Hours	Hours Per Trip (Average)	Total \$'s Per Trip	Measure J \$'s Per Trip
1	POINT TO POINT SERVICE / SERVICE TO CENTRAL LOCATION												
2	Center for Elder Independence												
		CEI Transportation Services for Central County (funding for FY 21/22)	\$ 543,091	\$ 543,091	\$ 135,774	25%	\$ 135,774	20,000	10,000	1,764	0.18	\$ 54.31	\$ 13.58
	Choice in Aging												
3		Mt. Diablo Mobilizer	\$ 90,000	\$ 90,000	\$ 40,000	44%	\$ 80,000	5,525	5,525	1550	0.28	\$ 16.29	\$ 7.24
4	POINT TO POINT SERVICE / SERVICE TO CENTRAL LOCATION - Volunteer Driver based service												
5	City of Walnut Creek												
6		Walnut Creek Senior Mini Bus Program	\$ 101,500	\$ 101,500	\$ 78,500	77%	\$ 157,000	5,420	5,420	1,680	0.31	\$ 18.73	\$ 14.48
7	Mobility Matters												
8		Rides for Seniors/ Rides for Veterans	\$ 275,140	\$ 137,570	\$ 137,570	100%	\$ 275,140	8,000	4,000			\$ 34.39	\$ 34.39
9	City of Pleasant Hill												
10		Senior Van Program (Vehicle Purchase)	\$ 3,058	\$ 3,058	\$ -	0%	\$ -	1,954	1,954	651	0.33	\$ 1.56	\$ -
11	TAXI SCRIP/TNC PROGRAMS												
12	City of Concord												
13		Get Around Taxi Scrip (yr 1)	\$ 32,700	\$ 32,700	\$ 21,200	65%		2,000	2,000			\$ 16.35	\$ 10.60
14		Get Around Taxi Scrip (yr 2)	\$ 42,800	\$ 42,800	\$ 28,800	67%		2,300	2,300			\$ 18.61	\$ 12.52
15		Get Around Taxi Scrip (2 yr program)	\$ 75,500	\$ 75,500	\$ 50,000	66%	\$ 50,000	4,300	4,300			\$ 17.56	\$ 11.63
16	Golden Rain Foundation (Rossmoor)												
17		Subsidized Ridesharing Program	\$ 10,000	\$ 10,000	\$ 10,000	100%	\$ 20,000	576	576			\$ 17.36	\$ 17.36
18	City of Walnut Creek												
19		TNC / Lyft Program	\$ 40,000	\$ 40,000	\$ 40,000	100%	\$ 80,000	4,463	4,463			\$ 8.96	\$ 8.96
20	SHUTTLE SERVICE (FIXED ROUTE)												
21	CCCTA / County Connection												
22		Midday Free Ride Program for Bridge and RES Programs	\$ 40,000	\$ 40,000	\$ 40,000	100%	\$ 80,000	36,000	36,000			\$ 1.11	\$ 1.11
23	Golden Rain Foundation (Rossmoor)												
24		Green Line	\$ 153,650	\$ 153,650	\$ 115,500	75%	\$ 230,954	20,400	20,400	2,465	0.12	\$ 7.53	\$ 5.66

## ATTACHMENT F-3

### TRANSPAC 20A Program Summary of the 2019/2020 Progress Reports

ref. #		TRIP INFORMATION					COST INFORMATION						Notes
		TRANSPAC Area Trips	Est. Vehicle Service Hours	Trips per Vehicle Hour (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	
1	Rides 4 Seniors Program / Rides 4 Veterans Mobility Matters	2,689	2,855	0.94	X		\$ 95,000	\$ 95,000	\$ 35.33	\$ 35.33	\$ 33.27	\$ 33.27	Trips provided impacted by COVID
2	On Demand Micro Transit - Golden Rain Foundation (Rossmoor)	16,209	3,918	4.14	X		\$ 55,000	\$ 40,990	\$ 3.39	\$ 2.53	\$ 14.04	\$ 10.46	Trips provided impacted by COVID
3	Green Line - Golden Rain Foundation (Rossmoor)	17,211	2,128	8.09		X	\$ 103,959	\$ 91,808	\$ 6.04	\$ 5.33	\$ 48.85	\$ 43.14	Trips provided impacted by COVID
4	Mt. Diablo Mobilizer - Choice in Aging	4,138	3656	1.13		X	\$ 134,727	\$ 11,339	\$ 32.56	\$ 2.74	\$ 36.85	\$ 3.10	Trips provided impacted by COVID
5	Senior Mini Bus Program /TNC Component Admin City of Walnut Creek	1,971	1,327	1.49	X	X	\$ 49,028	\$ 48,452	\$ 24.87	\$ 24.58	\$ 36.95	\$ 36.51	Trips provided impacted by COVID
6	Senior Mini Bus TNC Component City of Walnut Creek	4,024	816	4.93	X		\$ 50,644	\$ 50,048	\$ 12.59	\$ 12.44	\$ 62.06	\$ 61.33	Trips provided impacted by COVID
7	Contra Costa ARC	4,635	948	4.89		X	\$ 32,602	\$ 22,543	\$ 7.03	\$ 4.86	\$ 34.39	\$ 23.78	No trips from March 17 to June 30
8	<b>TOTAL TRIPS</b>	<b>50,877</b>											
9	ADA LINK Service (2018/19 Data)								\$ 45.38		\$ 79.13		

**ATTACHMENT F-4****TRANSPAC 20A Program****Summary of the 2020-2021 (July-Dec) Mid Year Program Status**

ref #	grant amount	TRIP INFORMATION			COST INFORMATION						Notes	
		TRANSPAC Area Trips	Est. Vehicle Service Hours	Trips per Vehicle Hour (Average)	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		
1	Rides 4 Seniors Program / Rides 4 Veterans Mobility Matters	\$ 137,570	1,180	1,277	0.92	\$ 57,322	\$ 57,322	\$ 48.58	\$ 48.58			
2	Subsidized Ridesharing Program - Golden Rain Foundation (Rossmoor)	\$ 10,000	479	210	2.28	\$ 7,800	\$ 5,000	\$ 16.28	\$ 10.44			
3	Green Line - Golden Rain Foundation (Rossmoor)	\$ 114,920	11,539	3,890	2.97	\$ 103,959	\$ 61,041	\$ 9.01	\$ 5.29	\$ 26.72	\$ 15.69	
4	Mt. Diablo Mobilizer - Choice in Aging	\$ 40,000	-	-		\$ -	\$ -					
5	Senior Mini Bus Program / TNC Component Support City of Walnut Creek	\$ 78,500	-	-		\$ 35,687	\$ 29,182	\$ 30.48	\$ 24.92			-Senior Mini Bus Program on hold from July to December 2020
6	Senior Mini Bus TNC Component City of Walnut Creek	\$ 40,000	1,171	-	-	\$ 10,068	\$ 10,068	\$ 8.60	\$ 8.60			-Overhead expenses impacted by COVID
7	Concord Get Around Taxi Scrip	\$ 21,200										-No response to RFP to taxi providers -City working to initiate program with Go Go Grandparents in April 2021
8	Midday Free Ride Program For Bridge and RES Programs County Connection	\$ 40,000										-Program on Hold -County Connection proposing to initiate program in Late Summer /Fall of 2021
9	TOTAL TRIPS		14,369									

**New Program for 2021-2022 (application information)**

10	CEI Transportation Services for Central County	\$ 135,774	10,000	1,764	5.67	\$ 543,091	\$ 135,774	\$ 54.31	\$ 13.58			
11	ADA LINK Service (2018/19 Data)							\$ 45.38	\$ 79.13			

## ATTACHMENT G

Line 20a Funds CFP Application – 2020-2021 and 2021-2022

### 2020-2021 and 2021-2022

#### Call for Projects

#### TRANSPAC Measure J Line 20a Funds

#### Additional Transportation Services for Seniors and People with Disabilities

1. **TRANSPAC, the Regional Transportation Planning Committee for Central Contra Costa** is issuing a Call for Projects for Measure J Line 20a funds "*Additional Transportation Services for Seniors & People with Disabilities*" funded through the Measure J Transportation Sales Tax Expenditure Plan approved by Contra Costa voters (in 2004) for the two year period of FY 2020-2021 and 2021-2022.
2. **Funds will generally be used** in support of transportation services and related capital expenditures for seniors and people with disabilities provided by TRANSPAC jurisdictions and public and private non-profit agencies operating in the TRANSPAC area (map attached). Funds must be spent in a manner consistent with the Contra Costa Transportation Authority's Measure J *Program 15 Transportation for Seniors & People With Disabilities*<sup>1</sup>. Examples of eligible expenditures include but are not necessarily limited to: vehicle purchase/lease/maintenance, mobility management activities, travel training, facilitation of countywide travel and integration with other public transit.
3. **According to Measure J**, in years when revenues have declined from the previous year, funds may be used for supplemental, existing, additional or modified service for seniors and people with disabilities; in years where funding allows for growth in service levels, these funds would be used for service enhancements for seniors and people with disabilities and if funding levels are restored to 2008 levels, these funds shall be used to enhance services for seniors and people with disabilities. TRANSPAC will determine if the use of funds proposed by operators meets these guidelines for the allocation of these funds.
4. **Eligible Applicants**: TRANSPAC jurisdictions, public non-profit and private non-profit transportation service agencies, duly designated by the State of California and operating in TRANSPAC area in Central Contra Costa may submit application(s) for operating funds for transportation services and/or capital funding projects necessary to continue and/or support existing services for twenty-four (24) months. Transportation services and projects must directly benefit seniors and disabled residents of Central Contra Costa (Clayton, Concord, Martinez, Pleasant Hill, Walnut Creek, and Unincorporated Central Contra Costa County). Please see attached map.

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<sup>1</sup> Full program description is available in the Measure J Sales Tax Expenditure Plan:  
<https://ccta.net/wp-content/uploads/2018/10/5297b121d5964.pdf>



5. **Funding Available:** The total funding available for this two-year grant/project period is estimated to be \$918,000 (\$459,000 annually).
6. **Evaluation Criteria:** Applications will be evaluated on the following criteria which should be addressed in the grant application:
  - Proposed service fills an identified gap in transportation/transit network.
  - Proposed service complements the transportation services provided by the County Connection LINK Americans with Disabilities Act paratransit service.
  - Does the proposal include any service coordination efforts with other accessible or fixed route transit operations, use of mobility management services, etc.
  - The costs of operations relative to the cost of the LINK Paratransit service
    - \$79.13 per revenue hour (FY 2018/2019)
    - \$45.38 per passenger (FY 2018/2019)
  - Is the service currently being funded by the 20a program
  - Demonstration of the capacity, commitment and funding strategy to continue service beyond the grant period.
  - Though matching funds are not required, providing matching funding and leveraging other fund sources will be viewed favorably.
  - Equity analysis of the transportation services provided in the TRANSPAC Subregion
  - Specific services may be evaluated based on prior pilot program information (such as transportation network company (TNC) service)
7. **Applications:** Applicants are required to complete the attached application form and may attach additional information in support of the application. The TRANSPAC Board will request application review and a program recommendation from TRANSPAC TAC. The TRANSPAC Board will make funding recommendations to CCTA and request allocation action(s).
  - a. Applications should be mailed, hand delivered, or emailed (preferred, pdf format), to:  
Matt Todd, Managing Director  
1211 Newell Avenue, Suite 200  
Walnut Creek, CA 94596  
[matt@graybowenscott.com](mailto:matt@graybowenscott.com)
  - b. **Applications must be received by 3:00 pm on Friday, January 24, 2020.**
  - c. An electronic copy of the application is available by email. Please contact Matt Todd, Managing Director, at [matt@graybowenscott.com](mailto:matt@graybowenscott.com) for the electronic version.
  - d. Faxed applications and late applications will not be accepted.

8. **Contra Costa Transportation Authority Allocation Process:** Successful applicants will be required to execute a Cooperative Funding Agreement with the CCTA and comply with all of its requirements, including, but not limited to, audits, compliance with the Measure J Expenditure Plan as it pertains to the project, insurance (see attachment Sample Contra Costa Transportation Authority Grant Insurance Requirements on page 15 of the Call for Projects package) , indemnification, and reporting. Pursuant to CCTA policies and procedures established in the Cooperative Funding Agreement referenced above, project sponsors will be reimbursed for eligible, documented expenses pursuant to the approved program/project budget and scope, schedule and/or project description.
9. **Reports to TRANSPAC and the Contra Costa Transportation Authority:** First and second year grantees will be required to report on a quarterly basis to TRANSPAC and/or the Contra Costa Transportation Authority on the transportation services and related capital projects funded through this Call for Projects. For grantees with two years of 20a grant funding history, the reporting requirement is annual contingent upon no issues identified by TRANSPAC or CCTA.

## ATTACHMENT H

### MEASURE J TRANSPORTATION SALES TAX EXPENDITURE PLAN

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#### 15 *Transportation for Seniors & People With Disabilities*..... 5% (\$100 million)

Transportation for Seniors & People With Disabilities or “Paratransit” services can be broadly divided into two categories: (1) services required to be provided by transit operators under the Americans with Disabilities Act (ADA) to people with disabilities; and (2) services not required by law but desired by community interests, either for those with disabilities beyond the requirements of the ADA (for example, extra hours of service or greater geographic coverage), or for non-ADA seniors.

All current recipients of Measure C funds will continue to receive their FY 2008–09 share of the “base” Measure C allocation to continue existing programs if desired, subject to Authority confirmation that services are consistent with the relevant policies and procedures adopted by the Authority. Revenue growth above the base allocations will be utilized to expand paratransit services and providers eligible to receive these funds.

Paratransit funding will be increased from the current 2.97% to 3.5% of annual sales tax revenues for the first year of the new program, FY 2009–10. Thereafter, the percentage of annual sales tax revenues will increase by 0.10 % each year, to 5.9% in 2034 (based on a 25-year program). In 2003 dollars, this averages to 4.7% over the life of the program, which has been rounded to 5% to provide some flexibility and an opportunity to maintain a small reserve to offset the potential impact of economic cycles. The distribution of funding will be as follows:

- West County paratransit program allocations will start at 1.225% of annual sales tax revenues in FY 2009–10, and grow by 0.035% of annual revenues each year thereafter to 2.065% of annual revenues in FY 2033–34. (An additional increment of 0.65% of annual revenues is available for West County under its subregional program category.) In addition to the current providers, paratransit service provided by AC Transit and BART (East Bay Paratransit Consortium) in West County is an eligible recipient of program funds.
- Central County paratransit program allocations will start at 0.875% of annual sales tax revenues in FY 2009–10 and grow by 0.025% of annual revenues each year thereafter to 1.475% of annual revenues in FY 2033–34. (An additional increment of 0.5% of annual revenues is available for Central County under its subregional program category.)
- Southwest County paratransit program allocations will start at 0.595% of annual sales tax revenues in FY 2009–10 and grow by 0.017% of annual revenues each year thereafter to 1.003% of annual revenues in FY 2033–34.

## MEASURE J TRANSPORTATION SALES TAX EXPENDITURE PLAN

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- East County paratransit program allocations will start at 0.805% of annual sales tax revenues, and increase by 0.023% of annual revenues thereafter to 1.357% of annual revenues in FY 2033–34.

Transportation for Seniors & People with Disabilities funds shall be available for (a) managing the program, (b) retention of a mobility manager, (c) coordination with non-profit services, (d) establishment and/or maintenance of a comprehensive paratransit technology implementation plan, and (e) facilitation of countywide travel and integration with fixed route and BART specifically, as deemed feasible.

Additional funding to address non-ADA services, or increased demand beyond that anticipated, can be drawn from the “Subregional Transportation Needs Funds” category, based on the recommendations of individual subregions and a demonstration of the financial viability and stability of the programs proposed by prospective operator(s).

**16 Express Bus..... 4.3% (\$86 million)**

Provide express bus service and Bus Rapid Transit (BRT) service to transport commuters to and from residential areas, park & ride lots, BART stations/transit centers and key employment centers. Funds may be used for bus purchases, service operations and/or construction/management/operation of park & ride lots and other bus transit facilities. Reserves shall be accumulated for periodic replacement of vehicles consistent with standard replacement policies.

**17 Commute Alternatives..... 1% (\$20 million)**

This program will provide and promote alternatives to commuting in single occupant vehicles, including carpools, vanpools and transit.

Eligible types of projects may include but are not limited to: parking facilities, carpooling, vanpooling, transit, bicycle and pedestrian facilities (including sidewalks, lockers, racks, etc.), Guaranteed Ride Home, congestion mitigation programs, SchoolPool, and clean fuel vehicle projects. Program and project recommendations shall be made by each subregion for consideration and funding by the Authority.

**18 Congestion Management, Transportation Planning, Facilities and Services..... 3% (\$60 million)**

Implementation of the Authority’s GMP and countywide transportation planning program; the estimated incremental costs of performing the Congestion Management Agency (CMA) function currently billed to local jurisdictions; costs for programming federal and state funds; project monitoring; and the facilities and services needed to support the Authority and CMA functions.

## Subregional Projects and Programs

The objective of the Subregional Projects and Programs category is to recognize the diversity of the county by allowing each subregion to propose projects and programs critical to addressing its local transportation needs. There are four subregions within Contra Costa: Central, West, Southwest and East County, each represented by a Regional Transportation Planning Committee (RTPC). Central County (the TRANSPAC subregion) includes Clayton, Concord, Martinez, Pleasant Hill, Walnut Creek and the unincorporated portions of Central County. West County (the WCCTAC subregion) includes El Cerrito, Hercules, Pinole, Richmond, San Pablo and the unincorporated portions of West County. Southwest County (the SWAT subregion) includes Danville, Lafayette, Moraga, Orinda, San Ramon and the unincorporated portions of Southwest County. East County (the TRANSPLAN subregion) includes Antioch, Brentwood, Oakley, Pittsburg and the unincorporated portions of East County.

Each subregion has identified specific projects and programs which include: school bus programs, safe routes to school activities, pedestrian and bicycle facilities, incremental transit services over the base program, incremental transportation services for seniors and people with disabilities over the base program, incremental local street and roads maintenance using the population and road-miles formula, major streets traffic flow, safety, and capacity improvements, and ferry services.

With respect to the Additional Bus Service Enhancements and Additional Transportation Services for Seniors and People with Disabilities Programs, the Authority will allocate funds on an annual basis. The relevant RTPC, in cooperation with the Authority, will establish subregional guidelines so that the additional revenues will fund additional service in Contra Costa. The guidelines may require reporting requirements and provisions such as maintenance of effort, operational efficiencies including greater coordination promoting and developing a seamless service, a specified minimum allowable farebox return on sales tax extension funded services, and reserves for capital replacement, etc. The relevant RTPC will determine if the operators meet the guidelines for allocation of the funds.

For an allocation to be made by the Authority for a subregional project and program, it must be included in the Authority's Strategic Plan.

## CENTRAL COUNTY (TRANSPAC)

### *19a Additional Bus Service Enhancements..... 1.2% (\$24 million)*

Funds will be used to enhance bus service in Central County, with services to be jointly identified by TRANSPAC and County Connection.

In years when revenues have declined from the previous year, funds may be used for enhanced, existing, additional and/or modified bus service; in years when funding allows for growth in service levels, these funds would be used

## MEASURE J TRANSPORTATION SALES TAX EXPENDITURE PLAN

for bus service enhancements; and if County Connection's funding levels are restored to 2008 levels, these funds shall be used to enhance bus service. TRANSPAC will determine if the use of funds by County Connection or other operators meets these guidelines for the allocation of these funds.

**20a Additional Transportation Services for Seniors and People & Disabilities..... 0.5% (\$10 million)**

Funds will be used to supplement the services provided by the countywide transportation program for seniors & people with disabilities and may include provision of transit services to programs and activities. Funds shall be allocated annually as a percentage of total sales tax revenues, and are in addition to funds provided under the base program as described above.

In years when revenues have declined from the previous year, funds may be used for supplemental, existing, additional or modified service for seniors and people with disabilities; in years where funding allows for growth in service levels, these funds would be used for service enhancements for seniors and people with disabilities; and if funding levels are restored to 2008 levels, these funds shall be used to enhance services for seniors and people with disabilities. TRANSPAC will determine if the use of funds proposed by operators meets these guidelines for the allocation of these funds.

**21a Safe Transportation for Children..... 0.5% (\$10 million)**

TRANSPAC will identify specific projects which may include the SchoolPool and Transit Incentive Programs, pedestrian and bicycle facilities, sidewalk construction and signage, and other projects and activities to provide transportation to schools.

**23a Additional Local Streets Maintenance and Improvements..... 1% (\$20 million)**

These funds will be used to supplement the annual allocation of the 18% "Local Streets Maintenance & Improvements" program funds for jurisdictions in Central County. Allocations will be made to jurisdictions in TRANSPAC on an annual basis in June of each fiscal year for that ending fiscal year, without regard to compliance with the GMP. Each Jurisdiction shall receive an allocation using a formula of 50% based on population and 50% based on road miles.

**24a Major Streets: Traffic Flow, Safety and Capacity Improvements..... 2.4% (\$48 million)**

Improvements to major thoroughfares including but not limited to installation of bike facilities, traffic signals, widening, traffic calming and pedestrian safety improvements, shoulders, sidewalks, curbs and gutters, bus transit facility enhancements such as bus turnouts and passenger amenities, etc.

## EXECUTIVE DIRECTOR'S REPORT

May 19, 2021

### ***Innovate 680* Policy Advisory Committee (PAC) Meeting #5: April 14, 2021**

Authority staff hosted the fifth *Innovate 680* PAC meeting to discuss the development of the concept of operations for *Innovate 680*. The team provided an update on the travel behavior study and presented preliminary findings. The team also presented the program approach to reducing vehicle miles traveled, as part of Senate Bill 743, and discussed transit-related policies for consideration by the PAC.

### **Fireside Chat with City of San Ramon: April 14, 2021**

Peter Engel, John Hoang, Linsey Willis, Stephanie Hu, and I met with the City Manager and his team from the City of San Ramon to discuss programs, legislation, project delivery, and planning issues. It provided an opportunity for them to ask a number of questions. These meetings are also designed to introduce new members of the executive staff at the Authority to the City Manager and their staff.

### **Fireside Chat with City of San Pablo: April 21, 2021**

Peter Engel, John Hoang, Linsey Willis, Stephanie Hu, and I met with the City Manager and his team from the City of San Pablo to discuss programs, legislation, project delivery, and planning issues. It provided an opportunity for them to ask a number of questions. These meetings are also designed to introduce new members of the executive staff at the Authority to the City Manager and their staff.

### **Fireside Chat with City of Brentwood: April 21, 2021**

Peter Engel, John Hoang, Linsey Willis, Stephanie Hu, and I met with the City Manager and his team from the City of Brentwood to discuss programs, legislation, project delivery, and planning issues. It provided an opportunity for them to ask a number of questions. These meetings are also designed to introduce new members of the executive staff at the Authority to the City Manager and their staff.

### **Fireside Chat with City of Walnut Creek: April 22, 2021**

Peter Engel, John Hoang, Linsey Willis, Stephanie Hu, and I met with the City Manager and his team from the City of Walnut Creek to discuss programs, legislation, project delivery, and planning issues. It provided an opportunity for them to ask a number of questions. These meetings are also designed to introduce new members of the executive staff at the Authority to the City Manager and their staff.

**Fireside Chat with Town of Moraga: April 23, 2021**

Peter Engel, John Hoang, Linsey Willis, Stephanie Hu, and I met with the Town Manager and her team from the Town of Moraga to discuss programs, legislation, project delivery, and planning issues. It provided an opportunity for them to ask a number of questions. These meetings are also designed to introduce new members of the executive staff at the Authority to the Town Manager and their staff.

**Fireside Chat with City of El Cerrito: April 27, 2021**

Peter Engel, John Hoang, Linsey Willis, Stephanie Hu, and I met with the City Manager and her team from the City of El Cerrito to discuss programs, legislation, project delivery, and planning issues. It provided an opportunity for them to ask a number of questions. These meetings are also designed to introduce new members of the executive staff at the Authority to the City Manager and their staff.

**Fireside Chat with Town of Danville: April 27, 2021**

Peter Engel, John Hoang, Linsey Willis, Stephanie Hu, and I met with the Town Manager and his team from the Town of Danville to discuss programs, legislation, project delivery, and planning issues. It provided an opportunity for them to ask a number of questions. These meetings are also designed to introduce new members of the executive staff at the Authority to the Town Manager and their staff.

**East Bay Commissioners Meeting: April 28, 2021**

Chair Gerringer, Representative Worth, Commissioner Glover, John Hoang, and I met with Supervisor Jim Spering (Solano County), Daryl Halls with Solano Transportation Authority, Mayor Carol Dutra-Vernaci (Alameda County), Supervisor Nate Miley (Alameda County), Tess Lengyel with Alameda County Transportation Commission, and Rick Ramacier with County Connection to discuss the Metropolitan Transportation Commission's Blue Ribbon Task Force and East Bay priorities.

**Fireside Chat with City of Pinole: April 29, 2021**

Peter Engel, John Hoang, Linsey Willis, Stephanie Hu, and I met with the City Manager and his team from the City of Pinole to discuss programs, legislation, project delivery, and planning issues. It provided an opportunity for them to ask a number of questions. These meetings are also designed to introduce new members of the executive staff at the Authority to the City Manager and their staff.

**Fireside Chat with City of Martinez: April 29, 2021**

Peter Engel, John Hoang, Linsey Willis, Stephanie Hu, and I met with the City Manager and his team from the City of Martinez to discuss programs, legislation, project delivery, and planning issues. It provided an opportunity for them to ask a number of questions. These meetings are also designed to introduce new members of the executive staff at the Authority to the City Manager and their staff.



**Fireside Chat with City of Clayton: April 30, 2021**

Peter Engel, John Hoang, Linsey Willis, Stephanie Hu, and I met with the City Manager and her team from the City of Clayton to discuss programs, legislation, project delivery, and planning issues. It provided an opportunity for them to ask a number of questions. These meetings are also designed to introduce new members of the executive staff at the Authority to the City Manager and their staff.

**Fireside Chat with City of Lafayette: May 3, 2021**

Peter Engel, John Hoang, Linsey Willis, Stephanie Hu, and I met with the City Manager and her team from the City of Lafayette to discuss programs, legislation, project delivery, and planning issues. It provided an opportunity for them to ask a number of questions. These meetings are also designed to introduce new members of the executive staff at the Authority to the City Manager and their staff.

**Girls Lead the Way STEM Event: May 4, 2021**

I had the great privilege to be invited to the 3<sup>rd</sup> Girls Lead the Way virtual Science, Technology, Engineering, and Mathematics (STEM) event. Linsey Willis was instrumental in leading and organizing the event in partnership with Chevron and Bay Area LEEDS to host 120 middle and high school girls and 25 women volunteers in STEM related occupations. The event featured a hands-on activity to encourage and interest girls in pursuing STEM-related careers in the future, provided opportunities to discuss careers in STEM, and hear an inspirational keynote presentation by Olga Custodio, America's first Latina fighter pilot. The event was extremely successful, and it was an amazing glimpse into the future workforce that will one day support the Authority's efforts.

**Fireside Chat with Senator Glazer: May 5, 2021**

Linsey Willis and I met with Senator Glazer to introduce myself as the new Executive Director, provide an overview of the Authority's priorities, and discuss legislative interests.

**Fireside Chat with Senator Skinner: May 5, 2021**

Linsey Willis and I met with Senator Skinner's staff to introduce myself as the new Executive Director, provide an overview of the Authority's priorities, and discuss legislative interests.

**Fireside Chat with City of Concord: May 5, 2021**

Peter Engel, John Hoang, Linsey Willis, Stephanie Hu, and I met with the City Manager and her team from the City of Concord to discuss programs, legislation, project delivery, and planning issues. It provided an opportunity for them to ask a number of questions. These meetings are also designed to introduce new members of the executive staff at the Authority to the City Manager and their staff.

**Meeting with Scale Microgrid Solutions (SMS): May 6, 2021**

Peter Engel, John Hoang, and I met with the team from SMS to discuss Electric Vehicle (EV) charging and application of solar energy in a sustainable, resilient, and cost-effective solution, and potential opportunities to collaborate with the Authority. SMS specializes in efficient fleet fueling systems using power management and storage systems to optimize fleet charging at a lower rate than utility rates.

**Fireside Chat with Assemblymember Grayson: May 7, 2021**

Linsey Willis and I met with Assemblymember Grayson to introduce myself as the new Executive Director, provide an overview of the Authority's priorities, and discuss legislative interests.

**Fireside Chat with Assemblymember Bauer-Kahan: May 7, 2021**

Linsey Willis and I met with Assemblymember Bauer-Kahan to introduce myself as the new Executive Director, provide an overview of the Authority's priorities, and discuss legislative interests.

**Fireside Chat with City of Pittsburg: May 7, 2021**

Peter Engel, John Hoang, Linsey Willis, Stephanie Hu, and I met with the City Manager and his team from the City of Pittsburg to discuss programs, legislation, project delivery, and planning issues. It provided an opportunity for them to ask a number of questions. These meetings are also designed to introduce new members of the executive staff at the Authority to the City Manager and their staff.

**Fireside Chat with City of Pleasant Hill: May 11, 2021**

Peter Engel, John Hoang, Linsey Willis, Stephanie Hu, and I met with the City Manager and her team from the City of Pleasant Hill to discuss programs, legislation, project delivery, and planning issues. It provided an opportunity for them to ask a number of questions. These meetings are also designed to introduce new members of the executive staff at the Authority to the City Manager and their staff.

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



COMMISSIONERS

Teresa Gerringer,  
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 *John Haile*

From: Timothy Haile, Executive Director

Date: June 1, 2021

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

At its May 19, 2021 meeting, the Authority discussed the following items, which may be of interests to the Regional Transportation Planning Committees:

- A. Approval of the City of San Pablo Calendar Years (CY) 2018 and 2019 Measure J Growth Management Program (GMP) Compliance Checklist

**Recommendation:** Staff sought Authority Board approval of the City of San Pablo's GMP Compliance Checklist and payment of \$411,503 in Fiscal Year (FY) 2019-20 Local Street Maintenance and Improvement (LSM) funds to the City of San Pablo, with a second (off-year) payment of FY 2020-21 funds on the one-year anniversary of the first payment.

**Action:** *The Authority Board approved the City of San Pablo's GMP Compliance Checklist and payment of \$411,503 in Fiscal Year (FY) 2019-20 Local Street Maintenance and Improvement (LSM) funds to the City of San Pablo, with a second (off-year) payment of FY 2020-21 funds on the one-year anniversary of the first payment.*

2999 Oak Road  
Suite 100  
Walnut Creek  
CA 94597  
PHONE: 925.256.4700  
FAX: 925.256.4701  
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- B.** Approval of the City of El Cerrito Calendar Years (CY) 2018 and 2019 Measure J Growth Management Program (GMP) Compliance Checklist

**Recommendation:** Staff sought Authority Board approval of the City of El Cerrito's GMP Compliance Checklist and payment of \$435,030 in Fiscal Year (FY) 2019-20 Local Street Maintenance and Improvement (LSM) funds to the City of El Cerrito, with a second (off-year) payment of FY 2020-21 funds on the one-year anniversary of the first payment.

*Action: The Authority Board approved the City of El Cerrito's GMP Compliance Checklist and payment of \$435,030 in Fiscal Year (FY) 2019-20 Local Street Maintenance and Improvement (LSM) funds to the City of El Cerrito, with a second (off-year) payment of FY 2020-21 funds on the one-year anniversary of the first payment.*

- C.** Approval of Measure J Allocation for the Second Half of Fiscal Year (FY) 2020-21:

- 1.** West County Additional Bus Service Enhancements Sub-Regional Program 19b

**Recommendation:** Staff sought Authority Board approval of Resolution 21-17-G to allocate Program 19b funds for the second six months of FY 2020-21 in the amount of \$1,225,800.

*Action: The Authority Board approved Resolution 21-17-G to allocate Program 19b funds for the second six months of FY 2020-21 in the amount of \$1,225,800.*

- 2.** West County Additional Transportation Services for Seniors and People with Disabilities Sub-Regional Program 20b

**Recommendation:** Staff sought Authority Board approval of Resolution 21- 18-G to allocate Program 20b funds for the second six months of FY 2020-21 in the amount of \$375,875.

*Action: The Authority Board approved Resolution 21-18-G to allocate Program 20b funds for the second six months of FY 2020-21 in the amount of \$375,875.*

- D. Authorization to Execute Consultant Agreement No. 565 with Fehr and Peers for Development of a Vehicle Miles Traveled (VMT) Mitigation Program Framework for Contra Costa County (County)

**Recommendation:** Staff sought authorization for the Chair to execute Agreement No. 565 with Fehr and Peers in an amount not-to-exceed \$451,824 for development of a VMT Mitigation Program Framework for the County.

*Action: The Authority Board authorized the Chair to execute Agreement No. 565 with Fehr and Peers in an amount not-to-exceed \$451,824 for development of a VMT Mitigation Program Framework for the County.*

- E. Authorizing the Authority to Serve as Local Access Fund Administrator (LAFA) for the Transportation Network Company (TNC) Access for All Program (Program)

**Recommendation:** Staff sought Authority Board approval of Resolution 21-30-G to authorize the execution of the certification to serve as the LAFA for the TNC Program for Contra Costa County.

*Action: The Authority Board approved Resolution 21-30-G to authorize the execution of the certification to serve as the LAFA for the TNC Program for Contra Costa County.*

- F. Authorizing the Issuance of Approximately \$135 Million Contra Costa Transportation Authority Sales Tax Revenue Bonds, Series 2021 to be Issued in up to Three Separate Series for the Purpose of Refunding the Series 2018A Bonds, Terminating the Interest Rate Swap, and Refunding the Series 2012B Bonds, Authorizing the Execution and Delivery of Related Documents, and Authorizing the Taking of All Necessary Actions Thereto

**Recommendation:** Staff sought approval of Resolution 21-28-A providing for the issuance of the Series 2021 Bonds in an amount not-to-exceed \$135 million.

*Action: The Authority Board approved Resolution 21-28-A providing for the issuance of the Series 2021 Bonds in an amount not-to-exceed \$135 million.*

**G. Innovate 680 – Automated Driving System (ADS) (Project 8009.07):**

1. Authorization to Execute Agreement No. 562 with Cello Partnership d/b/a Verizon Wireless (Verizon) to Provide Data Gathering, Data Storage, Data Management, and Wireless Infrastructure Services

**Recommendation:** Staff sought authorization for the Chair to execute Agreement No. 562 with Verizon, in an amount not-to-exceed \$1,116,000, to provide data gathering, data storage, data management, and wireless infrastructure services, and to allow the Executive Director or designee to make any non-substantive changes to the language.

*Action: The Authority Board authorized the Chair to execute Agreement No. 562 with Verizon, in an amount not-to-exceed \$1,116,000, to provide data gathering, data storage, data management, and wireless infrastructure services, and to allow the Executive Director or designee to make any non-substantive changes to the language.*

2. Authorization to Execute Agreement No. 567 with The Regents of the University of California Berkeley Transportation Sustainable Research Center (TSRC) to Provide Preparation and Implementation Services

**Recommendation:** Staff sought authorization for the Chair to execute Agreement No. 567 with TSRC in the amount of \$75,000, to provide preparation and implementation services related to the PEP, and to allow the Executive Director or designee to make any non-substantive changes to the language.

*Action: The Authority Board authorized the Chair to execute Agreement No. 567 with TSRC in the amount of \$75,000, to provide preparation and implementation services related to the PEP, and to allow the Executive Director or designee to make any non-substantive changes to the language.*

- H. Interstate 680 (I-680)/State Route 4 (SR4) Interchange Improvements, Phases 1 and 2A (Project 6001) – Authorization to Execute Amendment No. 2 to Agreement No. 503 and Task Order No. 1 with WMH Corporation (WMH) for Environmental and Final Design Services

**Recommendation:** Staff sought authorization for the Chair to execute Amendment No. 2 to Agreement No. 503 and Task Order No. 1 with WMH, in the amount of \$11,378,167, for a new total agreement value of \$16,378,167, to provide environmental revalidation, final design, and bid support services, and to allow the Executive Director or designee to make any non-substantive changes to the language. This amendment will extend the agreement termination date from October 24, 2022 to December 31, 2024.

*Action: The Authority Board authorized the Chair to execute Amendment No. 2 to Agreement No. 503 and Task Order No. 1 with WMH, in the amount of \$11,378,167, for a new total agreement value of \$16,378,167, to provide environmental revalidation, final design, and bid support services, and to allow the Executive Director or designee to make any non-substantive changes to the language. This amendment will extend the agreement termination date from October 24, 2022 to December 31, 2024.*

**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 8, 2021

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

**RE: Status Letter for TRANSPAC Meeting – April 8, 2021**

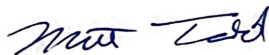
Dear Mr. Haile:

The TRANSPAC Committee met on April 8, 2021. The following is a summary of the meeting and action items:

1. Appointed Abhishek Parikh, Andy Smith, and Mario Moreno to serve as primary members and Lynne Filson as the alternate on behalf of TRANSPAC to the CCTA Technical Coordinating Committee (TCC) for the term April 1, 2021 – March 31, 2023.
2. Discussed the TRANSPAC Work Plan and Budget Process for Fiscal Year 2021/2022.
3. Received information on the Accessible Transportation Strategic Plan (ATSP).

Please contact me at (925) 937-0980, or email at [matt@graybowenscott.com](mailto: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 Gerringer, Chair, SWAT  
John Nemeth, WCCTAC; Chris L Kelley, Chair, WCCTAC  
Tarienne Grover, CCTA Staff  
June Catalano, Diane Bentley (City of Pleasant Hill)



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

May 14, 2021

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

**RE: Status Letter for TRANSPAC Meeting – May 13, 2021**

Dear Mr. Haile:

The TRANSPAC Committee met on May 13, 2021. The following is a summary of the meeting and action items:

1. Discussed the draft workplan and budget for fiscal year 2021-2022,
2. Discussed the Measure J Line 20A Draft Funds Program for FY 2021-2022,
3. Received information on 511 Contra Costa regarding spring programs,
4. Received the TRANSPAC Quarterly Financial Report.

Please contact me at (925) 937-0980, or email at [matt@graybowenscott.com](mailto: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, TRANSPAN; Aaron Meadows, Chair, TRANSPAN  
Lisa Bobadilla, SWAT; Theresa Gerringer, Chair, SWAT  
John Nemeth, WCCTAC; Chris L Kelley, Chair, WCCTAC  
Tarienne Grover, CCTA Staff  
June Catalano, Diane Bentley (City of Pleasant Hill)



# SWAT

Danville • Lafayette • Moraga • Orinda • San Ramon & the County of Contra Costa

May 7, 2021

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

RE: **SWAT Meeting Summary Report for May 2021**

Dear Mr. Haile:

The Southwest Area Transportation Committee ("SWAT") met Monday, May 3, 2021. The following is a summary of the meeting and action items:

1. Appointed SWAT TAC members to the CCTA Technical Coordinating Committee (TCC) for terms to run through March 31, 2023:

	Primary Representative	Alternate Representative
Planning:	Lisa Bobadilla, San Ramon	Steve Kowalski, Moraga
Engineering:	Jason Chen, Orinda	Siavash Shojoat, Lafayette
Transportation:	Andy Dillard, Danville	Majid Hafezieh, Danville

2. Considered whether to Recommend to Contra Costa Transportation Authority (CCTA) Amending the Lamorinda Action Plan to Allow for the Addition of a Short-Link Southbound Lane on Pleasant Hill Road (Trap Lane) as Part of the Proposed Terraces of Lafayette Project. SWAT members unanimously recommend that the CCTA approve an amendment to the Lamorinda Action Plan as follows:

*The two southbound through lanes on Pleasant Hill Road-Taylor Boulevard are proposed as a gateway constraint. The Gateway Constraint Policy would prohibit the addition of any through lanes, except short-link segments that include multi modal transportation options, on any portion of Pleasant Hill Road between SR-24 and the Lafayette City limits to the north of the intersection with Taylor Blvd.*

Please contact me at (925) 973-2651, or email at [lbobadilla@sanramon.ca.gov](mailto:lbobadilla@sanramon.ca.gov), if you need additional information.

All the best,

A handwritten signature in black ink, appearing to read "Lisa", written over a horizontal line.

Lisa Bobadilla  
SWAT Administrator

Cc: SWAT; SWAT TAC; Hisham Noeimi, CCTA; Matt Kelly, CCTA, John Hoang, CCTA; Matt Todd, TRANSPAC; John Nemeth, WCCTAC; Robert Sarmiento, TRANSPAC

El Cerrito



Hercules

April 28, 2021

Pinole

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

RE: April 2021 WCCTAC Board Meeting Summary

Richmond

Dear Tim:

The WCCTAC Board, at its meeting on April 21, 2021, took the following actions that may be of interest to CCTA:

San Pablo

1. *Heard an appeal request from Holliday Development Inc., the developer of the Mayfair Project in El Cerrito, CA. The appeal was denied, and the developer was asked to pay \$160,086 in remaining STMP fees for the development's residential component and \$58,611 for the development's retail component.*

Contra Costa  
County

2. *Authorized the use of \$48,000 in Measure J 28b funds for senior and disabled travel training in West Contra Costa in FY22.*

3. *Received an informational update from BART and HNTB on the Link 21 effort.*

Please let me know if you have any follow-up questions.

AC Transit

Sincerely,

A handwritten signature in black ink that reads "John Nemeth". The signature is written in a cursive, flowing style.

John Nemeth  
Executive Director

BART

cc: Tarien Grover, CCTA

WestCAT