

TRANSPAC
Transportation Partnership and Cooperation
Meeting Notice and Agenda

THURSDAY FEBRUARY 10, 2022

REGULAR MEETING

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

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

To protect the health and safety of staff, officials and the general public and pursuant to the Ralph M. Brown Act provisions under Assembly Bill 361, meetings of the TRANSPAC Board and TAC will be held utilizing video and teleconference as the State and County continue to recommend measures to promote social distancing. Options for observing the meeting and participating in public comment are provided below:

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

<https://us02web.zoom.us/j/84935455531?pwd=aDNhTnRBRVdxZ3AremNEdENVTGllZ09>

Meeting ID: 849 3545 5531 Password: 273249

Phone Access: To observe the meeting by phone, please call at the noticed meeting time 1 (669) 900 6883, then enter the Meeting ID: 849 3545 5531 and Password: 273249

Public Comment: Public Comment may be provided by submitting written comments to tiffany@graybowenscott.com by 3 p.m. on the day before the meeting, which will be read during Public Comment or on the related item when Public Comment is called and entered into the record. To comment by video conference, click the “Raise Your Hand” button to request to speak when the Public Comment period is opened on an Agenda item and then wait to be called on by the Chair. After the allotted time, you will then be requested to mute your microphone. To comment by phone, indicate the “Raise Your Hand” icon by pressing “*9” to request to speak when the public comment is opened on an Agenda item and then wait to be called on by the Chair. Press “*6” to unmute/mute. After the allotted time, you will then be requested to mute your microphone. Please begin by stating your name and indicate whether you are speaking for yourself or an organization.

Americans with Disabilities Act (ADA): This agenda is available upon request in alternative formats to persons with a disability, as required by the ADA of 1990 (42 U.S.C. §12132) and the Ralph M. Brown Act (Cal. Govt. Code §54954.2). Persons requesting a disability related modification or accommodation should contact TRANSPAC via email or phone at

tiffany@graybowenscott.com or (925) 937-0980 during regular business hours at least 48 hours prior to the time of the meeting.

1. CONVENE REGULAR MEETING / PLEDGE OF ALLEGIANCE /SELF-INTRODUCTIONS

2. PUBLIC COMMENT. At this time, the public is welcome to address TRANSPAC on any item not on this agenda. Please refer to the “Public Comment” section above for participation guidance.

ACTION ITEMS

3. CONSENT AGENDA.

a. MINUTES OF THE DECEMBER 9, 2021 MEETING PAGE 7

ACTION RECOMMENDATION: Approve Minutes.

Attachment: Minutes of the December 9, 2021 meeting

b. MINUTES OF THE JANUARY 6, 2022 MEETING 🌀 PAGE 13

ACTION RECOMMENDATION: Approve Minutes.

Attachment: Minutes of the January 6, 2022 meeting

c. MINUTES OF THE JANUARY 21, 2022 MEETING 🌀 PAGE 15

ACTION RECOMMENDATION: Approve Minutes.

Attachment: Minutes of the January 21, 2022 meeting

**d. CCTA EXECUTIVE DIRECTOR’S REPORT REGARDING CCTA ACTIONS /
DISCUSSION ITEMS 🌀 PAGE 17**

Attachment: CCTA Executive Director Timothy Haile’s Reports dated December 15, 2021, and January 19, 2022.

**e. ITEMS APPROVED BY THE CCTA FOR CIRCULATION TO THE REGIONAL
TRANSPORTATION PLANNING COMMITTEES AND RELATED ITEMS OF INTEREST
🌀 PAGE 21**

Attachment: CCTA Executive Director Timothy Haile’s RTPC Memos dated December 22, 2021 and January 26, 2022.

- f. TRANSPAC COMMITTEE APPOINTMENTS – CCTA TCC APPOINTMENT FOR THE TERM ENDING MARCH 31, 2023.** 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 City Concord has requested a new staff member to replace the existing primary representative seat. 🌀 **Page 29**

ACTION RECOMMENDATION: Appoint Saravana Suthanthira to serve as a primary representative on the TCC for the term ending March 31, 2023.

Attachment: Staff Report

- g. CONTINUE USE OF TELECONFERENCING FOR PUBLIC MEETINGS BY THE TRANSPAC BOARD AND SUBCOMMITTEES PURSUANT TO THE PROVISIONS OF AB 361.** The Governor issued an Executive Order that rescinded previously granted Brown Act exemptions for public meetings, effective September 30, 2021. On September 15, 2021, the Governor signed into law AB 361 which essentially continued the Executive Orders that eased certain Brown Act provisions. On October 14, 2021 the TRANSPAC Board adopted Resolution 21-01 authorizing remote teleconference meetings of the legislative bodies of TRANSPAC and subsequently approved extending that authorization (at the January 21, 2022 meeting) 30 days to February 20, 2022. To continue meeting under the modified Brown Act requirements of AB 361 TRANSPAC is required to confirm a state of emergency and local social distancing requirements are still in effect prior to February 20, 2022. 🌀 **Page 31**

ACTION RECOMMENDATION: Approve the proclamation of a local emergency, ratify the proclamation of a State of Emergency, and authorize the continuation of conducting remote teleconference meetings of the legislative bodies of TRANSPAC for the period through March 12, 2022 pursuant to the Brown Act provisions under AB 361.

Attachment: Staff Report

- h. TRANSPAC QUARTERLY FINANCIAL REPORTS.** The TRANSPAC JPA calls for the reporting of certain financial information on a quarterly basis. This report contains a summary of the amount of funds held, receipts and expenses of TRANSPAC for FY 2021/22 for the period ending December 31, 2021 as well as additional financial reports. (INFORMATION). 🌀 **Page 35**

Attachment: Staff Report

END CONSENT AGENDA

4. **APPOINTMENT OF TRANSPAC REPRESENTATIVE TO THE CCTA.** TRANSPAC is represented on the Contra Costa Transportation Authority (CCTA) Board by two members and two alternate members (all elected officials). On December 14, 2021 the City of Concord City Council affirmed Councilmember Tim McGallian as the primary TRANSPAC representative and Councilmember Carlyn Obringer as the alternate to TRANSPAC for the term ending December 2022. Carlyn Obringer is the current alternate to Loella Haskew on the CCTA Board for the term February 1, 2021 to January 31, 2023. 🌀 **Page 41**

ACTION RECOMMENDATION: Consider revisions to the TRANSPAC CCTA Representative appointments based on the new City representatives appointed to TRANSPAC.

Attachment: Staff Report

5. **TRANSPAC COMMITTEE APPOINTMENTS – CCTA CBPAC APPOINTMENT FOR THE TERM JANUARY 1, 2022 TO DECEMBER 31, 2023.** The current TRANSPAC appointments to the Contra Costa Transportation Authority (CCTA) Countywide Bicycle and Pedestrian Advisory Committee (CBPAC) are through the term of December 31, 2023. The two TRANSPAC staff representatives were previously approved, and one vacancy remains for the TRANSPAC citizen representative. 🌀 **PAGE 43**

ACTION RECOMMENDATION: Consider appointment of Scott Simmons to the CBPAC as a citizen representative for the term January 1, 2022 to December 31, 2023.

Attachment: Staff Report

6. **ACCEPT TRANSPAC ANNUAL FINANCIAL REPORT AS OF JUNE 30, 2021 AND 2020 WITH INDEPENDENT AUDITORS' REPORT.** TRANSPAC policy calls for an independent audit to be made by a certified public accountant to ensure TRANSPAC is complying with JPA defined requirements and Government Code Section 6505 regarding strict accountability of funds. 🌀 **Page 47**

ACTION RECOMMENDATION: Accept the Annual Financial Report as of June 30, 2021 and 2020 with Independent Auditors' Reports thereon.

Attachment: Staff Report

INFORMATION ITEMS

7. **POLICY FRAMEWORK DISCUSSION FOR ONE BAY AREA GRANT CYCLE 3 (OBAG 3) PROGRAM IN CONTRA COSTA COUNTY.** Contra Costa Transportation Authority (CCTA) staff will provide information about the Metropolitan Transportation Commission (MTC) OBAG3 program. MTC has been distributing federal funds in the Bay Area region through similar programming policy (OBAG and OBAG2). The distribution of certain future federal funds (from the recently signed infrastructure bill) that include programming tasks assigned to CCTA by MTC are expected to be covered under the OBAG3 policy. (INFORMATION). 🌀 **Page 69**

Attachment: Staff Report

8. **MEASURE J LINE 20A FUNDS PROGRAM – FY 2022/2023 AND FY 2023/2024 PROGRAMMING CYCLE.** The CCTA 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 Line Item 20a funds are to be used. The TRANSPAC Board approved the program guidelines and release of a call for projects in December. Measure J Line 20a funds are expected to generate about \$950,000 over the two-year programming period. Program applications were requested to be submitted by January 21, 2022. Application information will be available at the meeting to initiate discussion on the review and evaluation of the funding requests. (INFORMATION). 🌀 **Page 117**

Attachment: Staff Report

9. **TRANSPAC CCTA REPRESENTATIVE REPORTS**
10. **TAC ORAL REPORTS BY JURISDICTION:** Reports from Clayton, Concord, Martinez, Pleasant Hill, Walnut Creek, and Contra Costa County, if available. 🌀 **Page 122**
1. TRANSPAC – Meeting summary letter dated December 22, 2021.
 2. TRANSPAC – Meeting summary letter not currently available.
 3. SWAT – Meeting summary letters dated December 14, 2021 and January 11, 2022.
 4. WCCTAC – Meeting summary letter dated December 10, 2021
 5. Street Smarts Programs in the TRANSPAC Region can be found at:
<https://streetsmartsdiablo.org/events/>

6. County Connection Fixed Route Monthly Report:
<http://countyconnection.com/wp-content/uploads/2022/01/6a.FINAL-Fixed-Route-Reports.pdf>
7. County Connection Link Monthly Report:
<http://countyconnection.com/wp-content/uploads/2022/01/6b.-FINAL-Paratransit-Report.pdf>
8. The CCTA Project Status Report may be downloaded at:
<https://ccta.net/wp-content/uploads/2021/12/QPSR-Oct-Dec-2021-FINAL-Combined-Package.pdf>
9. The CCTA Board meeting was held on January 19, 2022. The next regular meeting is scheduled for February 16, 2022.
10. The CCTA Administration & Projects Committee (APC) was held on February 3, 2022. The next regular meeting is scheduled for March 3, 2022.
11. The CCTA Planning Committee (PC) meeting scheduled for February 2, 2022 was canceled. The next meeting is scheduled for March 2, 2022.
12. The CCTA Calendar for February 2022 to April 2022 may be downloaded at:
<https://ccta.primegov.com/Portal/viewer?id=18286&type=2>

11. BOARDMEMBER COMMENTS

12. MANAGING DIRECTOR'S REPORT

13. ADJOURN NEXT MEETING

The next meeting is scheduled for March 10, 2022 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: December 9, 2021

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

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

STAFF PRESENT: Andy Smith, Walnut Creek; Robert Sarmiento, Contra Costa County; Ricki Wells, BART; Ruby Horta, County Connection; Melody Reeb, County Connection; Matt Todd, TRANSPAC Managing Director; and Margaret Strubel, TRANSPAC Clerk

GUESTS/PRESENTERS: None

MINUTES PREPARED BY: Margaret Strubel, TRANSPAC Clerk

1. CONVENE REGULAR MEETING/PLEDGE OF ALLEGIANCE/SELF-INTRODUCTIONS.

Chair Ross called the meeting to order at 11:00 AM.

2. PUBLIC COMMENT.

There were no comments from the public.

3. CONSENT AGENDA.

- a. Minutes of the November 10, 2021 Meeting.
- b. CCTA Executive Director's Report Regarding CCTA Actions /Discussion Items.
- c. Items Approved by the CCTA for Circulation to the Regional Transportation Planning Committees and Related Items of Interest.
- d. Continue Use of Teleconferencing for Public Meetings by the TRANSPAC Board and Subcommittees Pursuant to the Provisions of AB 361.

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

4. ELECTION OF TRANSPAC CHAIR AND VICE CHAIR.

On motion by Member Obringer seconded by Member Noack to appoint Vice Chair Haskew as TRANSPAC Chair, commencing in February 2022, by unanimous vote of the members present (Ross, Haskew, Cloven, Mitchoff, Noack, Obringer).

On nomination by Member Mitchoff seconded by Member Noack to appoint Member Peter Cloven as TRANSPAC Vice Chairs, commencing in February 2022, by unanimous vote of the members present (Ross, Haskew, Cloven, Mitchoff, Noack, Obringer).

5. APPOINTMENT OF TRANSPAC REPRESENTATIVE TO THE CCTA.

Managing Director Matt Todd introduced the item. He said that an appointment is needed for the TRANSPAC representative to the CCTA as the term is ending in January 2022 for Member Sue Noack as the TRANSPAC representative and Member Peter Cloven as her alternate. He said that the term for the other TRANSPAC representative, Vice Chair Haskew, and her alternate, Member Obringer, ends in 2023.

Member Obringer asked about the history of city representation of the appointments, including the lack of Martinez and Concord representation. Mr. Todd referred to packet for the history. Member Obringer asked if other RTPCs have a rotation. Member Mitchoff said that SWAT has rotation but is unaware of policies of other RTPCs. Member Noack said that projects that are discussed are complicated and long term which benefits from continuity of representatives, not rotation. Vice Chair Haskew and Member Mitchoff noted Member Noack's good work on the CCTA APC. Member Obringer and Chair Ross said that representation by Concord or Martinez would be welcome in the future.

On nomination by Member Obringer seconded by Member Mitchoff to continue the appointment of Member Noack as TRANSPAC representative to the CCTA for the two-year period, commencing in February 2022, by unanimous vote of the members present (Ross, Haskew, Cloven, Mitchoff, Noack, Obringer).

On nomination by Member Mitchoff seconded by Vice Chair Haskew to continue the appointment of Member Cloven as alternate TRANSPAC representative to the CCTA for the two-year period, commencing in February 2022, by unanimous vote of the members present (Ross, Haskew, Cloven, Mitchoff, Noack, Obringer).

6. TRANSPAC COMMITTEE APPOINTMENTS - CCTA CBPAC APPOINTMENTS FOR THE TERM JANUARY 1, 2022 TO DECEMBER 31, 2023.

On motion by Vice Chair Haskew seconded by Member Obringer to appoint TRANSPAC TAC members Ozzy Arce (City of Walnut Creek) as the primary representative and Lynne Filson

(City of Martinez) as the alternate to represent TRANSPAC on the CBPAC for the term January 1, 2022 through December 31, 2023, by unanimous vote of the members present (Ross, Haskew, Cloven, Mitchoff, Noack, Obringer).

Member Noack asked about the appointment of the citizen representative on BCPAC. Mr. Todd said that there were no nominations before the meeting packet was distributed, so this item will be presented at the February meeting. Vice Chair Haskew has a recommendation that Mr. Todd will contact. He said the non-staff appointment will be advertised on 511.org.

7. 2022 TRANSPAC MEETING CALENDAR.

Mr. Todd discussed issues around the AB361 legislation and the need for a reaffirmation of utilizing virtual remote meetings using modified Brown Act rules every 30 days. He referred to the packet and noted the times that have a longer than a 30-day period between meetings. He said that if there is a 30-day lapse, TRANSPAC would lose the exception and would need an official Brown Act virtual meeting with all official requirements (i.e., all remote meeting locations open to the public) to reinstate the AB361 allowed virtual meeting. He said that CCTA is having the same issue. He said that the special meeting would have no other items on the agenda. He said that there would need to be two meetings with this agenda item before the February 10th meeting.

Chair Ross and the Board indicated a special meeting on January 6 at 9:00 a.m. should work. Mr. Todd said there will be a doodle poll for the other special meeting in late January.

8. MEASURE J LINE 20A FUNDS PROGRAM POLICIES - FY 2022/2023 AND FY 2023/2024 PROGRAMMING CYCLE.

Mr. Todd said that he is seeking approval to release the call for projects for the Measure J Line 20A Funds. He discussed the program including a proposal to have a 2-year cycle. He referred to the funding projections in the packet and said that the actuals for last fiscal year were \$60K more than projections for the last 2 years. He said upon approval, he will release the application next week which will have a due date of January 21, 2021. He said that the review process has been discussed and modifications based on these discussions to the application have been made. He indicated that through the discussion to date, we have struggled to find consensus on a set of quantitative measures.

Member Noack noted a need for rewording for the blurb statement on page 44. Chair Ross would like to have a cost per trip analysis and ancillary information that may not be measurable, as this could still be informative. Member Obringer would like end user feedback, and any commentary from third party about how service is working, not just how this is cost effective. Member Mitchoff suggested outcome measurements of how the organization met their goals. Member Noack requested that the COVID-19 question be elaborated to include

unused funds during lockdown. Mr. Todd said that we have been able to identify unused funds over the last two years to offset new funding requests.

Chair Ross asked if an organization serves an Equity Priority Community how their chances are affected or if this is only information for consideration. Mr. Todd said this is just one piece of information to be considered in the decision matrix.

This was passed by consensus, with the note to add the previously mentioned changes to the application that were requested by the members.

9. HIGHWAY 4 CORRIDOR – BICYCLE IMPROVEMENTS BETWEEN MARTINEZ AND HERCULES.

Chair Ross said that it is difficult to get anywhere west of Martinez by bike, it is a circuitous route, so improvements to the Highway 4 corridor would make things easier.

Mr. Todd discussed the westbound Highway 4 biking corridor issue including lack of proper signage in areas where the public is allowed to use bicycles. He reviewed his discussion with Caltrans regarding workable alternatives. He said the eastbound direction of Highway 4 is technically an expressway as there are no controlled onramps and there are driveways. He said this is a much more difficult issue with a pinchpoint at the railroad undercrossing where the shoulder is 1-2 feet for 1000-2000 feet in length. He said that there was a TDA call for projects, but this project is not a good fit with this funding source. However, he said that Caltrans has a statewide mandate for complete streets and has SHOPP funding which could be directed to this project. He said the railroad aspect of this area provides additional challenges for improving this area for bicycle travel. He said he will share this letter with the other RTPCs to join in this effort.

Chair Ross said it would be good to have options for this route, especially in light of eBikes for the steep hills. Discussion followed about solutions for this problem through the underpass including striping, flashing beacons, signage, or a combination of tactics.

There was consensus to transmit a letter to Caltrans District 4 regarding workable alternatives for safety improvements in this corridor.

10. SUMMARY OF THE INFRASTRUCTURE INVESTMENT AND JOBS ACT.

Mr. Todd discussed the Infrastructure Investment and Jobs Act or IIJA and referred to the packet for a high-level summary focusing on California. He noted that California will receive \$29B in formula funding over 5 years, which is 45% more than received in the FAST act 5 years ago. He discussed formula and competitive funding and amounts for different transportation sectors such as public transportation and rail. He discussed the funds that will pass through

CCTA, MTC, from FHWA through Caltrans. He said that TRANSPAC should look at regional projects that can garner all levels of government involvement, such as I-680/SR-4 Interchange. He said the focus should be on working together for the larger funding opportunities.

Chair Ross indicated Martinez may be interested in funding that supports ferries. He asked about enhancing applications for funding to make these projects shine; he suggested creating a process to garner each city's support.

Member Noack said that CCTA will be looking for matching funds for the larger projects and they may have to look to funds that are now provided to cities. She said this could impact local streets and roads improvement funds. Chair Ross said there needs to be communication from CCTA about the possibility of a reduction of the amount of local source funding returning to local jurisdictions so the cities can budget appropriately. Member Obringer asked about the timeline for an ask for the cities. Mr. Todd said this is all very new so there is no specific timeline at the moment, but he expects that this could be 3-6 months for CCTA to identify match amounts, build support, and identify application processing resources. Member Obringer said she would like to focus on Contra Costa County projects instead of mega-region projects. Member Noack said CCTA has garnered funds due to thoughtful planning, but even so, a potential bond measure may be needed; she said it is informative to listen to the lobbyists for CCTA. Vice Chair Haskew said there is a state surplus currently and noted that there is possible RM3 funding.

11. TRANSPAC CCTA REPRESENTATIVE REPORTS.

Member Noack said the I-680/SR-4 Interchange widening project was discussed at CCTA. She said there is expansion of the testing of the Glydways at Gomentum station and tours are on hold until March.

Vice Chair Haskew reported about the Planning Committee. She said the draft Congestion Management report is being sent to the Commission; and a discussion about the east county integrated study which may extend BART or buses from Brentwood to eBart.

12. TAC ORAL REPORTS BY JURISDICTION.

Mr. Sarmiento said that there is a rotation of county staff to RTPCs; he will be moving to TRANSPAC and another member of staff will take his place. Member Noack and Chair Ross thanked him for his work.

13. BOARDMEMBER COMMENTS.

There were no comments aside from happy holidays from Chair Ross.

14. MANAGING DIRECTOR'S REPORT.

Mr. Todd commented that there will be a special TRANSPAC TAC meeting next Thursday to discuss the update of the Central County Action Plan. He thanked the Board for their work this year and wished them happy holidays.

15. ADJOURN / NEXT MEETING.

The meeting adjourned at 10:22 A.M. The next meeting is scheduled for January 6, 2022 at 9:00 A.M.

TRANSPAC Committee Special Meeting Summary Minutes

MEETING DATE: January 6, 2022

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

PLANNING COMMISSIONERS PRESENT: None

STAFF PRESENT: Abhishek Parikh, Concord; Saravana Suthanthira, Concord; Matt Todd, TRANSPAC Managing Director; and Tiffany Gephart, TRANSPAC Clerk

GUESTS/PRESENTERS: None

MINUTES PREPARED BY: Tiffany Gephart, TRANSPAC Clerk

1. CONVENE REGULAR MEETING/PLEDGE OF ALLEGIANCE/SELF-INTRODUCTIONS.

Chair Ross called the meeting to order at 9:00 AM.

2. PUBLIC COMMENT.

There were no comments from the public.

3. Continue Use of Teleconferencing for Public Meetings by the TRANSPAC Board and Subcommittees Pursuant to the Provisions of AB 361.

On motion by Commissioner Noack seconded by Commissioner Cloven to approve the proclamation of a local emergency, ratify the proclamation of a State of Emergency, and authorize the continuation of conducting remote teleconference meetings of the legislative bodies of TRANSPAC for the period through February 5, 2022 pursuant to the Brown Act provisions under AB 361, by unanimous vote of the members present (Ross, Haskew, Cloven, McGallian, Noack, Mitchoff).

4. Boardmember Comments

No Boardmember comments.

5. Adjourn/Next Meeting

The meeting was adjourned at 9:06 a.m. The next meeting is scheduled for January 21, 2022. The location will be determined pending further guidance from the Contra Costa County Department of Health.

TRANSPAC Committee Special Meeting Summary Minutes

MEETING DATE: January 21, 2022

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

PLANNING COMMISSIONERS PRESENT: None

STAFF PRESENT: Saravana Suthanthira, Concord; Matt Todd, TRANSPAC Managing Director; and Tiffany Gephart, TRANSPAC Clerk

GUESTS/PRESENTERS: None

MINUTES PREPARED BY: Tiffany Gephart, TRANSPAC Clerk

1. CONVENE REGULAR MEETING/PLEDGE OF ALLEGIANCE/SELF-INTRODUCTIONS.

Chair Ross called the meeting to order at 9:00 AM. Tiffany Gephart called the roll and confirmed a quorum.

2. PUBLIC COMMENT.

There were no comments from the public.

3. Continue use of Teleconferencing for Public Meetings by the TRANSPAC Board and Subcommittees Pursuant to the Provisions of AB 361.

On motion by Commissioner Noack seconded by Commissioner Cloven to approve the proclamation of a local emergency, ratify the proclamation of a State of Emergency, and authorize the continuation of conducting remote teleconference meetings of the legislative bodies of TRANSPAC for the period through February 20, 2022 pursuant to the Brown Act provisions under AB 361, by unanimous vote of the members present (Ross, Haskew, Cloven, McGallian, Noack Mitchoff).

4. Boardmember Comments

No Boardmember comments.

5. Adjourn/Next Meeting

The meeting adjourned at 9:05 a.m. The next meeting is scheduled for February 10, 2022. The location will be determined pending further guidance from the Contra Costa County Department of Health.

EXECUTIVE DIRECTOR'S REPORT

December 15, 2021

Focus on the Future Conference: November 15, 2021

Linsey Willis, Stephanie Hu, and I attended the Focus on the Future conference. I was invited to speak about Digital Infrastructure and how the Authority is building a Countywide Connected Data Center.

ACT Webinar: Bike Incentives - Do They Work?: November 16, 2021

Peter Engel presented alongside Kirsten Riker, 511 Contra Costa, to a national audience regarding transportation demand management and incentivizing active transportation. There were more than 130 people were in attendance and the subject was well received.

University of California (UC), Irvine Presentation: November 17, 2021

I was invited to speak to a post graduate class at UC, Irvine to discuss the future of transportation and key challenges to address for policymakers.

GoMentum Station Tour with Congressman Mark DeSaulnier: November 19, 2021

Chair Gerringer, Linsey Willis, and I provided a tour of GoMentum Station to Congressman Mark DeSaulnier. We discussed future deployment of technologies in Contra Costa County and potential funding opportunities.

Dedication Ceremony of Representative Ellen O’Kane Tauscher: November 22, 2021

I attended the dedication of the Caldecott Tunnel to former Representative Ellen O’Kane Tauscher. The event was very well attended, inspirational, and the presentation was extraordinary. Representative Tauscher was able to secure funding for many large projects in Contra Costa County including \$200 million for the fourth bore of the Caldecott Tunnel, which was one of the largest allocations from the American Recovery and Reinvestment Act in the country. The Caldecott Tunnel was dedicated and named in her honor. Caltrans replaced the signs earlier in the year.

Moving San Francisco: November 22, 2021

A PBS documentary titled, “Moving San Francisco” premiered on KQED and featured the Authority’s shared autonomous vehicle (AV) program that operated at Bishop Ranch and highlighted the shared AV program that we will be launching at Rossmoor for residents, which will begin testing next year. You can view the documentary here: <https://www.pbs.org/video/moving-san-francisco-dqxmfa/>.

Meeting with Congressman Eric Swalwell: November 29, 2021

Linsey Willis and I met with staff from Congressman Swalwell’s office to provide an update on priority projects and future funding from the Invest in Infrastructure and Jobs Act.

CCTA/Bay Area Rapid Transit (BART) Quarterly Meeting: December 3, 2021

I attended the quarterly meeting with BART. BART staff provided an update on ridership, operating forecasts, and state budget requests.

Strategic Innovation Promotion Program (SIP) - Automated Driving for Universal Services (ADUS) Workshop: December 6, 2021

SIP ADUS is a program to advance innovative transportation technologies for the Ministry of Japan. Based on my virtual presentation at the SIP ADUS Annual Workshop in November 2021, I attended a follow-up breakout session to do a deep dive into the Automated Driving System grant relative to human factors, safety, and future business models.

Intelligent Transportation Systems of America (ITSA) Annual Meeting: December 7, 2021

I was invited to speak at the ITSA annual meeting to discuss the Authority's journey to the cloud, our paperless construction program, and how we are creating a broader Countywide Connected Data Center to collect, evaluate, and monitor data from the transportation system.

Staff Out-of-State Travel: Timothy Haile attended the 2021 Intelligent Transport Systems World Congress annual conference in Hamburg, Germany from October 8-15, 2021, for a total amount of \$5,263.91. Timothy Haile attended the 2021 American Public Transportation Association annual conference in Orlando, FL from November 7-10, 2021, for a total amount of \$1,107.39.

EXECUTIVE DIRECTOR'S REPORT

January 19, 2022

Hitachi Regional Research Forum: December 8, 2021

I was invited to speak at the Hitachi Regional Research Forum to discuss Mobility-as-a-Service, coordinate smart signal systems, and the new future of connected transportation.

Fireside Chat with City of Hercules: December 13, 2021

Peter Engel, John Hoang, Linsey Willis, Stephanie Hu, and I met with the new City of Hercules City Manager and his team 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 and their staff.

East Bay Leadership Conference (EBLC) Transportation Task Force: December 14, 2021

John Hoang and I attended the EBLC Transportation Task Force meeting to discuss regional transportation priorities in Contra Costa County and the East Bay. We discussed upcoming funding opportunities and ways to strategically position projects in Contra Costa County.

South Bay Transportation Officials Association (SBTOA): December 14, 2021

I was invited to speak at SBTOA to discuss what is happening at the Authority, our vision for the future of transportation, key initiatives including the update to the Countywide Transportation Plan, and upcoming opportunities for our consultant partners.

Interstate 680 (I-680) Corridor Partnership: January 5, 2022

The Authority led and participated in the I-680 Corridor Partnership meeting to discuss rideshare, shared mobility, and transportation demand management strategies. The meeting was well represented by our partners along the corridor including Valley Transportation Authority, Alameda County Transportation Commission, Solano Transportation Authority, Metropolitan Transportation Commission (MTC), the California Department of Transportation, and transit operations.

Interstate 80 (I-80) Corridor Partnership: January 5, 2022

The Authority participated in the I-80 Corridor Partnership meeting. We received an update from MTC on the I-80 Design Alternative Assessment and Bay Bridge Forward. We discussed promoting freight and electrifying I-80 to position the corridor for future funding opportunities.

Transportation Research Board Annual Meeting: January 11, 2022

Stephanie Hu, Matt Kelly, and I attended the Transportation Research Board annual conference in Washington, DC. As the recipient of an honorable mention in the 15th Annual Competition for "Communicating Transportation Concepts with John and Jane Q. Public", the Authority was invited to present at a lectern session and participate in a poster session about the I-680 travel behavior study conducted last summer for the *Innovate 680* program. As a member of the Managed Lanes

committee, I was also responsible for participating and leading various committee activities throughout the conference.

Staff Out-of-State Travel: Jack Hall attended the American Center for Mobility's (ACM) DestinationACM! Open House in Detroit, Michigan from September 22-24, 2021, for a total amount of \$1,391.75. Timothy Haile attended the Intelligent Transportation Systems of America (ITSA) 2021 Annual Meeting in Charlotte, North Carolina from December 6-10, 2021, for a total amount of \$1,944.42.



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
Bret Swain, LPMC 

From: Timothy Haile, Executive Director

Date: December 22, 2021

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

At its December 15, 2021 meeting, the Authority discussed the following items, which may be of interests to the Regional Transportation Planning Committees:

- A. *Innovate 680* – Part Time Transit Lane (Project 8009.03) – Authorization to Execute Cooperative Agreement No. 90.80.08 with the California Department of Transportation (Caltrans) for Project Study Report/Project Development Support (PSR/PDS) Oversight Services

Recommendation: Staff sought authorization for the Chair to terminate Cooperative Agreement No. 90.80.02 and execute Cooperative Agreement No. 90.80.08 with Caltrans in an amount not-to-exceed \$240,000, for PSR/PDS oversight 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 terminate Cooperative Agreement No. 90.80.02 and execute Cooperative Agreement No. 90.80.08 with Caltrans in an amount not-to-exceed \$240,000, for PSR/PDS oversight services,

and to allow the Executive Director or designee to make any non-substantive changes to the language.

- B.** Iron Horse Trail (IHT)/Bollinger Canyon Road Bicycle and Pedestrian Overcrossing (POC) (Project 120025): Authorization to Execute Amendment No. 1 to Cooperative Agreement No. 12SW.05 with the City of San Ramon (City) for Environmental Documents, Plans, Specifications & Estimates (PS&E), Right-of-Way (ROW), Utility, and Construction Phase Services

Recommendation: Staff sought authorization for the Chair to execute Amendment No. 1 to Cooperative Agreement No. 12SW.05 with the City in the amount of \$5,299,000, for a new total agreement value of \$22,719,000, to provide environmental documents, PS&E, ROW, utility, and construction phase 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 Amendment No. 1 to Cooperative Agreement No. 12SW.05 with the City in the amount of \$5,299,000, for a new total agreement value of \$22,719,000, to provide environmental documents, PS&E, ROW, utility, and construction phase services, and to allow the Executive Director or designee to make any non-substantive changes to the language.

- C.** Interstate 680/State Route 4 Interchange Improvements, Phase 3 Widening (Project 1117/6001): Approval to Increase Construction Allotment for Agreement No. 505 with Brosamer and Wall, Inc. (Brosamer) for Construction Services

Recommendation: Staff sought approval of 1) Resolution 18-59-P (Rev 1), which will increase the authorized construction allotment amount by \$2,073,000, for a new total construction allotment value of \$99,775,223; and 2) Resolution 21-47-P, which will adopt Amendment No. 2 to the 2019 *Measure J Strategic Plan*.

Action: The Authority Board approved 1) Resolution 18-59-P (Rev 1), which will increase the authorized construction allotment amount by \$2,073,000, for a new total construction allotment value of \$99,775,223; and 2) Resolution 21-47-P, which will adopt Amendment No. 2 to the 2019 Measure J Strategic Plan.

D. East Contra Costa County (East County) Dynamic Personal Micro Transit (DPMT) Feasibility Study (Study)

Recommendation: Staff presented the findings of the East County DPMT Study. This is an informational item only; no staff recommendation at this time.

Action: The Authority Board received a presentation on the findings of the East County DPMT Study.

E. Approval of the East County Integrated Transit Study (Study) Locally Preferred Alternative (LPA)

Recommendation: Staff sought approval of Alternative 4 - Express Bus to Antioch as the recommended LPA from the Draft Study to be advanced for cost refinement and conceptual design, and advancing certain design elements of the higher cost Alternative 1 - Bay Area Rapid Transit Rail Extension, to be included in the Final Study.

Action: The Authority Board approved Alternative 4 - Express Bus to Antioch as the recommended LPA from the Draft Study to be advanced for cost refinement and conceptual design and advancing certain design elements of the higher cost Alternative 1 - Bay Area Rapid Transit Rail Extension, to be included in the Final Study.

F. PUBLIC HEARING: Approval of the 2021 Update of the Contra Costa Congestion Management Program (CMP)

Recommendation: Staff sought approval to adopt Resolution 21-46-G approving the 2021 Update of the Contra Costa CMP, authorize the Executive Director or designee to make any non-substantive changes to finalize the document, and forward it to the Metropolitan Transportation Commission.

Action: Following a Public Hearing, the Authority Board adopted Resolution 21-46-G approving the 2021 Update of the Contra Costa CMP, authorizing the Executive Director or designee to make any non-substantive changes to finalize the document, and approving staff to forward it to the Metropolitan Transportation Commission.

G. Consideration to Continue Conducting Remote Teleconferencing Meetings of the Legislative Bodies of the Authority Pursuant to Assembly Bill (AB) 361

Recommendation: Staff sought approval to proclaim a local emergency, ratify the proclamation of a State of Emergency, and authorize the continuation of conducting remote teleconference meetings of the legislative bodies of the Authority for the period of January 2022 pursuant to the Brown Act provisions under AB 361.

Action: The Authority Board proclaimed a local emergency, ratified the proclamation of a State of Emergency, and authorized the continuation of conducting remote teleconference meetings of the legislative bodies of the Authority for the period of January 2022 pursuant to the Brown Act provisions under AB 361.



COMMISSIONERS

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Timothy Haile,
Executive Director

MEMORANDUM

To: Matt Todd, TRANSPAC
Brian Bornstein, SWAT
Robert Sarmiento, TRANSPLAN
Lisa Bobadilla, TVTC
John Nemeth, WCCTAC
Bret Swain, LPMC

From: Timothy Haile, Executive Director

Date: January 26, 2022

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

At its January 19, 2022 meeting, the Authority discussed the following items, which may be of interests to the Regional Transportation Planning Committees:

A. Quarterly Project Status Report

Recommendation: This was an informational item only; no staff recommendation at this time.

Action: The Authority Board received an informational report on the status of the current Measure projects.

B. Bay Area Rapid Transit (BART) – Hercules Transit Center (Project 10002-06) – Request for Appropriation of Measure J Funds for Construction (Conversion of Letter of No Prejudice)

Recommendation: Staff sought approval of Resolution 22-01-P, which will appropriate \$200,000 in Measure J funds to BART for the construction phase of the Hercules Transit Center project.

Action: The Authority Board approved Resolution 22-01-P, which will appropriate \$200,000 in Measure J funds to BART for the construction phase of the Hercules Transit Center project.

- C. Quarterly Project Status Report for Transportation for Livable Communities and Pedestrian, Bicycle, and Trail Facilities Projects

Recommendation: This was an informational item only; no staff recommendation at this time.

Action: The Authority Board received an informational report on the status of the current Measure projects.

- D. Approval to Issue an Annual Urban Limit Line (ULL) Policy Advisory Letter to Local Jurisdictions

Recommendation: Staff sought approval to transmit an Annual ULL Policy Advisory Letter to all Contra Costa County jurisdictions.

Action: The Authority Board approved the transmittal of an Annual ULL Policy Advisory Letter to all Contra Costa County jurisdictions.

- E. Authorization to Release a Request for Proposals (RFP) to Implement a Shared Micromobility Program in San Ramon to Support the Mobility-on-Demand/ Mobility- as-a-Service Project

Recommendation: Staff sought authorization to release an RFP to select a micromobility vendor to operate in the City of San Ramon, with the option for expansion to the Town of Danville, City of Walnut Creek, and unincorporated communities between.

Action: The Authority Board authorized the release an RFP to select a micromobility vendor to operate in the City of San Ramon, with the option for expansion to the Town of Danville, City of Walnut Creek, and unincorporated communities between.

- F. Approval of the 2021 Contra Costa County Priority Development Area (PDA) Investment and Growth Strategy Update

Recommendation: Staff sought approval of the 2021 Contra Costa County PDA Investment and Growth Strategy update.

Action: The Authority Board approved the 2021 Contra Costa County PDA Investment and Growth Strategy update.

G. Approval of Proposed 2022 State and Federal Legislative Advocacy Programs

Recommendation: Staff sought approval of the proposed 2022 State and Federal advocacy programs for the Authority.

Action: The Authority Board approved the proposed 2022 State and Federal advocacy programs for the Authority.

H. Concord Naval Weapons Station (CNWS) Development

Recommendation: Discussed and determined whether the Authority wishes to provide input and support to the Concord City Council regarding the CNWS development and term sheet.

Action: The Authority Board authorized staff to send a letter to City of Concord to partner and provide input and support regarding the CNWS development and term sheet.

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TRANSPAC Board Meeting *STAFF REPORT*

Meeting Date: February 10, 2022

Subject:	TRANSPAC COMMITTEE APPOINTMENTS – CCTA TCC APPOINTMENT FOR THE TERM ENDING DECEMBER 31, 2023
Summary of Issues	TRANSPAC is represented on the Contra Costa Transportation Authority's (CCTA) Technical Coordinating Committee (TCC) by three (3) primary representatives and one (1) alternate. 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 within the City of Concord, Saravana Suthanthira has been recommended to replace Abhishek Parikh as a primary representative.
Recommendations	Appoint Saravana Suthanthira to serve as a primary representative on the TCC for the term ending March 31, 2023.
Financial Implications	No TRANSPAC financial implications.
Option(s)	Not recommend appointments.

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; provide advice on the development of priority transportation improvement lists for submittal too 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 on the CCTA TCC and on June 10, 2021, Zach Seal (Martinez) was appointed as the alternate for the term April 1, 2021 - March 31, 2023. Due to recent staffing changes, Saravana Suthanthira has been recommended to replace Abishek Parikh as a primary representative from the City of Concord. At this meeting, it is requested that the TRANSPAC Board approve the appointment of Saravana

Suthanthira to the primary position on the TCC for the term for the term ending March 31, 2023. Additional revisions to the TCC representatives are also anticipated in the near future to address other city staff changes.

TRANSPAC Board Meeting *STAFF REPORT*

Meeting Date: February 10, 2022

Subject:	CONTINUE USE OF TELECONFERENCING FOR PUBLIC MEETINGS BY THE TRANSPAC BOARD AND SUBCOMMITTEES PURSUANT TO THE PROVISIONS OF AB 361
Summary of Issues	<p>Beginning in March of 2020, the Governor issued a series of Executive Orders relaxing certain provisions of the Brown Act in response to the COVID-19 pandemic. Those orders allowed local agencies such as TRANSPAC to conduct their public meetings remotely. On June 11, 2021, the Governor issued an Executive Order that rescinded the aforementioned relaxations of the Brown Act, effective September 30, 2021. On September 15, 2021, the Governor signed into law AB 361 which essentially continued the Executive Orders that eased certain Brown Act provisions, allowing for remote meetings without observing the normal Brown Act rules. On October 14, 2021 the TRANSPAC Board adopted Resolution 21-01 proclaiming a local emergency, ratifying the proclamation of a State of Emergency, and authorizing remote teleconference meetings of the legislative bodies of TRANSPAC pursuant to the Brown Act provisions under AB 361. AB 361 has a requirement to reconsider the circumstances of the State of Emergency every 30 days and determine whether the State of Emergency continues to directly impact the ability of the members to meet safely in person, or State or local officials continue to impose or recommend measures to promote social distancing. Subsequently TRANSPAC affirmed the continuation of remote teleconferencing meetings through February 20, 2022. TRANSPAC staff continues to consider the circumstances of the State of Emergency, and determined that it continues to directly impact the ability of members to meet safely in person and that State and local officials continue to recommend measures to promote social distancing, and recommends that the legislative bodies of TRANSPAC continue to meet remotely for the period through March 12, 2022. At its October 14, 2021, meeting, the TRANSPAC Board authorized the 30-day renewal to be approved at subsequent meetings by minute order.</p>

Recommendations	Approve the proclamation of a local emergency, ratify the proclamation of a State of Emergency, and authorize the continuation of conducting remote teleconference meetings of the legislative bodies of TRANSPAC for the period through March 12, 2022 pursuant to the Brown Act provisions under AB 361.
Financial Implications	There is no immediate fiscal impact
Option(s)	<ol style="list-style-type: none"> 1. Resume in-person meetings for the TRANSPAC Board and subcommittees. 2. Move to hybrid meetings for the TRANSPAC Board and subcommittees with the option for telecommuting. This could occur following the AB361 requirements or the standard (pre-pandemic) Brown Act requirements for teleconferencing. This option would incur additional expenses to secure resources required to conduct meetings in this manner. 3. Conduct remote TRANSPAC meetings using the “traditional” Brown Act standards.

Background

AB 361 contains several requirements in order to continue the use of remote meetings as TRANSPAC has been conducting since Spring 2020. These include:

- There must be a state of emergency declared under the California Emergency Services Act. This effectively means the Governor must have declared the emergency, which has been done, and which proclamation remains in effect at the present time.
- During that state of emergency, either state or local officials have imposed or recommended measures to promote social distancing, or that meeting in person would present an imminent risk to the health or safety of attendees.
- In order to continue to utilize remote meetings, the TRANSPAC Board must reconsider the factors above every 30 days and adopt specified findings that the facts relied upon still exist.

The State of California is still under an emergency declaration regarding COVID-19. Both state and local health officials continue to recommend social distancing, among other guidelines, to help stop the spread of the virus and its variants. On September 20, 2021 the Contra Costa County Health Officer published “Recommendations for Safely Holding Public Meetings”, which “strongly recommends” online meetings, and that local agencies should provide options for the

public to participate without having to attend meetings in person, and that social distancing should be used, including six feet of spacing between all in attendance.

TRANSPAC adopted Resolution 21-01 that made the findings justifying the TRANSPAC Board meeting remotely on October 14, 2021. This resolution also authorized and directed that the TRANSPAC Subcommittees will also continue to meet remotely. TRANSPAC will need to renew its resolution within 30 days, consistent with the requirements of AB 361, if TRANSPAC desires to continue meeting under the modified Brown Act.

If a local agency does not meet again before the 30-day period during which the resolution remains active, the resolution will lapse for lack of action by the agency. The requirement for agencies to affirm the resolution every 30 days presents a logistical challenge for agencies like TRANSPAC that meet monthly and have meetings throughout the year that may be separated by more than 30 days.

Where an agency is not able to rely on regular meetings to adopt extension resolutions within that time frame, the agency has two potential options:

- Hold a special “AB 361” remote meeting within the 30-day window simply to re-authorize the AB 361 exceptions.
- Allow the extension resolution to lapse and approve a new initial resolution at the next agency meeting, subject to the same substantive and procedural requirements as the first.

It should be noted it is not clearly stated in the text of the statute that an agency may simply adopt a new initial resolution after failing to adopt an extension resolution within 30 days, and still take advantage of the retroactive application of the modified teleconference rules for that meeting. Under this interpretation, once AB 361 authorization lapses, the normal Brown Act rules will apply and an agency seeking to hold a teleconference meeting will once again be required to meet the typical Brown Act rules such as posting agendas and providing public access at each remote location and identifying those locations in the agenda for the meeting to pass a new initial resolution effecting the transition back to the modified Brown Act requirements.

A conservative approach would be to avoid lapses by holding a special meeting every 30 days to reauthorize the modified teleconference rules.

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TRANSPAC Board Meeting *STAFF REPORT*

Meeting Date: February 10, 2022

Subject:	TRANSPAC QUARTERLY FINANCIAL REPORTS
Summary of Issues	The TRANSPAC JPA calls for the reporting of certain financial information on a quarterly basis. This report contains a summary of the amount of funds held, receipts and expenses of TRANSPAC for FY 2021/22 for the period ended December 31, 2021. The attached material also includes additional information regarding expenses related to budget.
Recommendations	None– For information only.
Financial Implications	None.
Attachment(s)	A. TRANSPAC Quarterly Financial Report for period ending December 31, 2021

City of Pleasant Hill

FY2021/22 Income Statement Summary by Quarter

Accounting Structure:
Fund Department or Revenue Code Expense Code
XX XXXX XXXX

FUND:85 Name :TRANSPAC

Revenue	Description	Revenue Description	Activity in 1st Quarter	Activity in 2nd Quarter	Activity in 3rd Quarter	Activity in 4th Quarter	YTD thru 6/30/2021
DEPT Id	OBJ Id						
3510		INTEREST REV		145.96			\$ 145.96
4570		CONTRIB FROM OTHER AGENCIES	245,496.00				\$ 245,496.00
Total Revenue ----->							\$ 245,641.96

Expense	Description	Expense Description					
DEPT Id	OBJ Id						
7085	0100	SALS-PERMANENT	-	23,302.70			\$ 23,302.70
7085	1110	OUTSIDE CONSL/LITG	-				\$ -
7085	1140	AUDITING SVCS	-				\$ -
7085	1198	CONSULTANT/OTHR	-				\$ -
7085	1300	CONTRACTUAL SVC		600.00			\$ 600.00
7085	1486	MAINT	-				\$ -
7085	2400	POSTAGE	-				\$ -
7085	4200	SUPLS/OPERATING	-				\$ -
7085	6800	ADMIN OVERHEAD	2,856.00				\$ 2,856.00
7085	6905	CONTINGENCIES	-				\$ -
7085	6985			3,659.42			\$ 3,659.42
Total Expense ----->							\$ 30,418.12
Net Rev/(Exp)							\$ 215,223.84

REPORT.: 01/28/22
RUN....: 01/28/22
Run By.: ROSS

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

PAGE: 001
ID #: GLBS
CTL.: PLE

Ending Calendar Date.: December 31, 2021 Fiscal (06-22)

Assets

Acct ID

TRANSPAC CASH BAL.ADJ.	908.81	85	1010	9999
TRANSPAC INVESTMENT IN LAIF	337,850.81	85	1060	
<hr/>				
Total of Assets ---->	338,759.62		338,759.62	=====

Liabilities

Acct ID

FUND Balances

Acct ID

TRANSPAC RESTRICTED FUND BALANCE	123,535.78	85	2812	
CURRENT EARNINGS	215,223.84			
<hr/>				
Total of FUND Balances ---->	338,759.62		338,759.62	=====

REPORT.: 01/28/22
RUN....: 01/28/22
Run By.: ROSS

CITY OF PLEASANT HILL
Balance Sheet Report
FUND 85 - TRANSPAC

PAGE: 002
ID #: GLBS
CTL.: PLE

Ending Calendar Date.: December 31, 2021 Fiscal (06-22)

Assets

1010	9999	CASH BAL.ADJ.	908.81	
1060		INVESTMENT IN LAIF	337,850.81	

Total of Assets ---->			338,759.62	338,759.62
				=====

Liabilities

FUND Balances

2812		RESTRICTED FUND BALANCE	123,535.78	
		CURRENT EARNINGS	215,223.84	

Total of FUND Balances ---->			338,759.62	338,759.62
				=====

TRANSPAC 2021-2022 - Expenditure Status							
Through 12/31/21 (including expenses incurred with payment pending)							
EXPENDITURES							
			2021-2022 BUDGET		2021/2022 EXPENDITURES		Notes
Managing Director / Admin Support Contract (time and material based expenses) (includes printing, postage & supplies)			\$ 241,500		\$ 109,551	45.4%	Invoices through 12/31/21
Legal Services - expenses would be incurred on a time and material basis			\$ -		\$ -	0.0%	
Web Site - Maintain / Enhance (time and material based expenses)			\$ 5,000		\$ 788	15.8%	Invoices through 12/31/21
Audit Services			\$ 4,500		\$ -	0.0%	
City of Martinez - Pacheco Transit Hub / Park & Ride Lot Maintenance			\$ 10,000		\$ -	0.0%	
Subtotal			\$ 261,000		\$ 110,339	42.3%	
Pleasant Hill City/Fiscal Administration			\$ 3,000		\$ 2,856	95.2%	
Subtotal			\$ 3,000		\$ 2,856	95.2%	
Costs subtotal			\$ 264,000		\$ 113,195	42.9%	
Contingency			\$ 24,500		\$ -	0.0%	
Project Reserve - This represents the budget to fund the I-680 / Monument Blvd. Bicycle and Pedestrian Improvement Feasability 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. A draft project concept has been developed and reviewed by the Board. Unexpended funds from FY 2020/2021 carried forward to FY 2021/2022.			\$ 55,000		\$ 5,785	10.5%	The FY 2021-2022 budget assumed certain expenses would be accrued in prior year. The expenses were not accrued as anticipated and therefore additional funds are available in this FY. (see carryover balance information below)
Total			\$ 343,500		\$ 118,980		
REVENUES							
			2020-2021				
Member Agency Contributions			\$ 245,496		\$ 245,496	100.0%	
Carryover Balance			\$ 43,004		\$ 52,828	122.8%	
Interest Earned					\$ 146		through 9/30/21
Project Reserve Carryover Balance			\$ 55,000		\$ 70,708	128.6%	
Total			\$ 343,500		\$ 369,178	107.5%	
1-Feb-22							

TRANSPAC 2020-2021 and 2021-2022 - Expenditure Status (includes 2021-2022 expenses incurred with payment pending)						
EXPENDITURES						
			2020/2021 EXPENDITURES THRU 12/31/20	2021/2022 EXPENDITURES THRU 12/31/21		Notes
Managing Director / Admin Support Contract (time and material based expenses) (includes printing, postage & supplies)			\$ 84,153	\$ 109,551		Invoices through 12/30/21
Legal Services - expenses would be incurred on a time and material basis			\$ -	\$ -		
Web Site - Maintain / Enhance (time and material based expenses)			\$ 1,305	\$ 788		Invoices through 9/30/21
Audit Services			\$ 4,450.00	\$ -		
City of Martinez - Pacheco Transit Hub / Park & Ride Lot Maintenance			\$ -	\$ -		
Subtotal			\$ 89,908	\$ 110,339		
Pleasant Hill City/Fiscal Administration			\$ 2,856	\$ 2,856		
Subtotal			\$ 2,856	\$ 2,856		
Costs subtotal			\$ 92,764	\$ 113,195		
Contingency			\$ -	\$ -		
Project Reserve - This 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. A draft project concept has been developed and received by the Board. Unexpended funds from FY 2020/2021 carried forward to FY 2021/2022.			\$ 50,144	\$ 5,785		
Total			\$ 142,908	\$ 118,980		
REVENUES						
			2020-2021	2021-2022		
Member Agency Contributions			\$ 210,001	\$ 245,496		
Carryover Balance			\$ 83,047	\$ 51,917		
Interest Earned			\$ 100	\$ 146		
Project Reserve Carryover Balance			\$ 212,100	\$ 71,619		
Total			\$ 505,248	\$ 369,178		
1-Feb-22						

TRANSPAC Board Meeting *STAFF REPORT*

Meeting Date: February 10, 2022

Subject:	APPOINTMENT OF TRANSPAC REPRESENTATIVE TO THE CCTA
Summary of Issues	TRANSPAC is represented on the Contra Costa Transportation Authority (CCTA) Board by two members and two alternate members (all elected officials). On December 14, 2021 the City of Concord City Council affirmed Councilmember Tim McGallian as the primary TRANSPAC representative and Councilmember Carlyn Obringer as the alternate for the term ending December 2022. Carlyn Obringer is the current alternate to Loella Haskew on the CCTA Board for the term February 1, 2021 to January 31, 2023.
Recommendation	Consider revisions to the TRANSPAC CCTA Representative appointments based on the new City representatives appointed to TRANSPAC.
Options	Do not revise TRANSPAC appointments or defer this action.
Attachment(s)	A. Summary of TRANSPAC Membership and CCTA Appointments

Background

TRANSPAC is represented on the Contra Costa Transportation Authority (CCTA) Board by two members and two alternate members (all elected officials). The two alternate member positions can serve for either or both of TRANSPAC's CCTA representatives, as necessary.

At the December 10, 2020 Board meeting, Loella Haskew was re-elected to serve as the TRANSPAC representative to CCTA and Carlyn Obringer was elected to serve as the alternate for the term that ends January 31, 2023. On December 14, 2021, the City of Concord City Council affirmed Councilmember Tim McGallian as the primary TRANSPAC representative and Councilmember Carlyn Obringer as the alternate for the term ending December 2022. Staff is not aware that TRANSPAC has used alternate TRANSPAC representatives to represent TRANSPAC at the CCTA in the past.

TRANSPAC ELECTED MEMBERS									
Jurisdiction	Clayton	Concord	Contra Costa County	Martinez	Pleasant Hill	Walnut Creek	CCTA Even Yr Appt	CCTA Odd Yr Appt	CCTA Alt. At-Large
2022	Peter Cloven (V Chair)	Tim McGallian	Karen Mitchoff	Mark Ross	Sue Noack	Loella Haskew (Chair)	Sue Noack 2022-24		Peter Cloven 2022-24
	Appt. 01/04/22	Appt 12/14/21			Appt. 01/10/22		Appt. 12/9/2021		Appt. 12/9/2021
2021	Peter Cloven	Carlyn Obringer	Karen Mitchoff	Mark Ross (Chair)	Sue Noack	Loella Haskew (V Chair)		Loella Haskew 2021-23	Carlyn Obringer 2021-23
	Appt 12/15/20							Appt: 12/10/20	Appt: 12/10/20
2020	Julie Pierce	Carlyn Obringer (Chair)	Karen Mitchoff	Mark Ross (Vice Chair)	Sue Noack	Loella Haskew	Sue Noack 2020-22 Julie Pierce 2020-22		Peter Cloven 2020-22 Carlyn Obringer 2020-22
	Appt 12/17/19	Appt. 12/10/19	Appt. 01/07/20		Appt. 1/13/20	Appt. 12/17/19	Appt. 12/10/20		Appt. 2/11/21
2019	Julie Pierce	Carlyn Obringer (V Chair)	Karen Mitchoff	Mark Ross	Sue Noack (Chair)	Loella Haskew		Loella Haskew 2019-21	Sue Noack 2019-21
	Appt. 12-18-18	Appt. 12-12-18	Appt. 01-15-19	Appt. 12-18-18	Appt. 01-28-19	Appt. 12-18-18		Appt: 12/13/18	Appt: 12/13/18
2018	Julie Pierce (Chair)	Carlyn Obringer	Karen Mitchoff	Mark Ross	Sue Noack (V Chair)	Loella Haskew	Julie Pierce 2018-20		Carlyn Obringer 2018-20
	Appt: 01/16/18	Appt: 12/12/17	Appt: 01/09/18		Appt: 01/08/18	Appt: 12/19/17	Appt: 2/8/18		Appt: 2/8/18
2017	Julie Pierce (V Chair)	Ron Leone	Karen Mitchoff (Chair)	Mark Ross	Sue Noack	Loella Haskew		Loella Haskew 2017-19	Sue Noack 2017-19
	Appt: 12/20/16	Appt: 12/13/16	Appt: 01/10/17	Appt: 02/15/17	Appt: 01/09/17	Appt: 12/20/16		Appt: 12/8/16	Appt: 2/9/17
2016	Julie Pierce	Ron Leone (Chair)	Karen Mitchoff (V Chair)	Mark Ross	David Durant	Loella Haskew	Julie Pierce 2016-18		Carlyn Obringer 2016-18
	Appt: 12/15/15	Appt: 12/15/15	Appt: 01/05/16		Not Available	Appt: 12/15/15	Appt: 11/12/15		7/13/2017
2015	Julie Pierce	Ron Leone (Vice Chair)	Karen Mitchoff	Mark Ross	David Durant	Loella Haskew (Chair)		David Durant 2015-17	Loella Haskew 2015-17
	Appt: 12/16/14	Appt: 12/16/14	Appt: 01/06/15		Appt: 01/12/15	Appt: 01/20/15		Appt: 12/11/14	12/11/2014
2014	Julie Pierce	Ron Leone	Karen Mitchoff	Mark Ross (Chair)	David Durant	Loella Haskew (V Chair)	Julie Pierce 2014-16		Ron Leone 2014-16
	Appt: 12/03/13	Appt: 12/10/13	Appt: 01/21/14		Appt: 01/06/14	Appt: 12/17/13	Appt: 12/12/13		12/12/2013
2013	Julie Pierce	Ron Leone	Karen Mitchoff	Mark Ross (V Chair)	David Durant (Chair)	Loella Haskew		David Durant 2013-15	Loella Haskew 2013-15
	Appt: 12/20/12	Appt: 12/11/12	Appt: 01/08/13	Appt: 01-16-13	Appt: 01/28/13	Appt: 12/18/12			
2012	Julie Pierce (Chair)	Bill Shinn	Karen Mitchoff	Mark Ross	David Durant (V Chair)	Kristina Lawson	Julie Pierce 2012-14		
	Appt: 12/20/11	Appt: 12/13/11	Appt: 01/10/12		Appt: 07/16/12	Appt: 12/20/11			
2011	Julie Pierce (V Chair)	Bill Shinn (Chair)	Karen Mitchoff	Mark Ross	David Durant	Kristina Lawson		David Durant 2011-13	
	Appt: 02/01/11	Appt: 02/22/11	Appt: 01/11/11		Appt: 02/07/11	Appt: 12/21/10			

TRANSPAC Board Meeting *STAFF REPORT*

Meeting Date: February 10, 2022

Subject:	TRANSPAC COMMITTEE APPOINTMENTS – CCTA CBPAC APPOINTMENT FOR THE TERM JANUARY 1, 2022 TO DECEMBER 31, 2023
Summary of Issues	TRANSPAC is represented on the Contra Costa Transportation Authority (CCTA) Countywide Bicycle and Pedestrian Advisory Committee (CBPAC) through three appointed representatives. The two TRANSPAC staff representatives were previously approved. David German served as the previous citizen representative on the CBPAC and is not able to serve another term. Scott Simmons has requested to be considered for the citizen representative position for the term through December 31, 2023.
Recommendation	Consider appointment of Scott Simmons to the CBPAC as a citizen representative for the term January 1, 2022 to December 31, 2023.
Financial Implications	No TRANSPAC financial implications.
Option(s)	Defer appointment to a later meeting or request outreach for additional candidates.
Attachment(s)	A. Letter of interest from Scott Simmons

Background

TRANSPAC is represented on the Contra Costa Transportation Authority (CCTA) Countywide Bicycle and Pedestrian Advisory Committee (CBPAC) by one TRANSPAC staff representative (and alternate) and one citizen representative. The purpose of the CBPAC is to advise the CCTA on bicycle and pedestrian issues and to help the CCTA carry out its responsibilities as a sales tax and congestion management agency. The CBPAC responsibilities include overseeing updates to the countywide bicycle and pedestrian Plan and other CCTA policy documents as well as helping to implement policies, to review and provide recommendations on applications for funding for bicycle and pedestrian projects and programs, and to address other bicycle or pedestrian issues facing the CCTA, Contra Costa and the region. The committee is expected to meet 5-6 times a year.

All the current appointments are through the term of December 31, 2023. TRANSPAC is represented by Ozzy Arce (Walnut Creek staff) as the primary representative and Lynne Filson (Martinez) as the alternate representative. David German previously served as a community

representative but has indicated that he will not be able to continue serving on the committee. Scott Simmons has asked to be considered for the citizen representative seat (see attached letter of interest). The citizen representative vacancy was discussed at the December TRANSPAC and TRANSPAC TAC meetings with the request to for TRANSPAC members and staff to solicit interested candidates. Mr. Simmons was the sole individual who had indicated interest as this item was discussed at the January TRANSPAC TAC meeting. The TRANSPAC TAC discussion included the desire for additional candidates in this process for candidates that represent various bike and pedestrian users including daily active transportation uses, those travelling with school aged children, as well as those primarily traveling individually, and also those who use active modes for discretionary travel. The TRANSPAC Board is requested to review Mr. Simmons qualifications and consider his appointment to the CBPAC.

In addition, TRANSPAC staff have been informed that Ozzy Arce, who currently serves as a primary staff representative on the CCTA CBPAC, will be vacating his current staff position. Staff will bring an item back in the near term to consider an additional appointment to fill the vacated primary representative seat.

From: [Tiffany Gephart](#)
To: [Tiffany Gephart](#)
Subject: FW: TRANSPAC - Bike Ped. Advisory Committee
Date: Friday, January 21, 2022 3:28:48 PM

From: Scott Simmons [REDACTED] >
Sent: Wednesday, December 8, 2021 5:17 PM
To: Matthew Todd <Matt@graybowenscott.com>
Subject: Re: TRANSPAC - Bike Ped. Advisory Committee

Hi Todd,

Great talking with you yesterday and thank you for the information about the citizen representative position. I would like to be considered for the position. Below is my statement of interest.

Let me know if you need more/less.

Thank you, Scott

Hello TRANSPAC,

My interest in the Bike/Ped citizen representative position stems from my life-long love of the outdoors. As an East Bay native who recently moved to Walnut Creek, I grew up in a family that spent most Sunday afternoons exploring the parks and trails of the Bay Area. I've been an avid hiker and cyclist since those early years. Throughout my career in Finance and Information Technology, I found lunch-time walks and post-work rides were often my most creative periods and always excellent stress relievers. I truly believe in the benefits of the outdoors. Having the opportunity to serve in a role to help implement and enhance the infrastructures that aid all of us and improve our community would be my ideal.

Thank you for your consideration.

Scott Simmons
[REDACTED]
[REDACTED]

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TRANSPAC Board Meeting *STAFF REPORT*

Meeting Date: February 10, 2022

Subject:	Accept TRANSPAC Annual Financial Report as of June 30, 2021 and 2020 with Independent Auditors' Report
Summary of Issues	TRANSPAC policy calls for an independent audit to be made by a certified public accountant to ensure TRANSPAC is complying with our Joint Powers Agreement defined requirements and Government Code Section 6505 regarding strict accountability of funds. The audit provides an annual snapshot of the TRANSPAC's financial position. The draft audit has been completed and a copy included in the attached material. Upon acceptance of the financial and audit reports, the auditor will issue the final version and staff will distribute copies to the TRANSPAC member agencies as well as the County Auditor (in compliance with Government Code Section 6505).
Recommendations	Accept the Annual Financial Report as of June 30, 2021 and 2020 with Independent Auditors' Reports thereon.
Financial Implications	As indicated in the attached reports.
Options	Request clarifications or provide additional comments.
Attachments	A. TRANSPAC Annual Financial Report as of June 30, 2021 and 2020 with Independent Auditors' Reports thereon

TRANSPORTATION PARTNERSHIP AND COOPERATION
(A JOINT POWERS AUTHORITY)
ANNUAL FINANCIAL REPORT
AS OF JUNE 30, 2021 and 2020
WITH
INDEPENDENT AUDITORS' REPORTS THEREON

TRANSPORTATION PARTNERSHIP AND COOPERATION
(A JOINT POWERS AUTHORITY)
ANNUAL FINANCIAL REPORT
JUNE 30, 2021 and 2020

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INDEPENDENT AUDITORS' REPORT

Board Members
Transportation Partnership and Cooperation
Pleasant Hill, California

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities and the general fund of the Transportation Partnership and Cooperation (TransPAC), as of and for the years ended June 30, 2021 and 2020, and the related notes to the financial statements, which collectively comprise the TransPAC's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

TransPAC's management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and the general fund of TransPAC, as of June 30, 2021 and 2020, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that Management's Discussion and Analysis on pages 3-4 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

CROPPER ACCOUNTANCY CORPORATION
Walnut Creek, California
February 1, 2022

TRANSPORTATION PARTNERSHIP AND COOPERATION
(A JOINT POWERS AUTHORITY)
Management's Discussion and Analysis
June 30, 2021

THE PURPOSE OF THE TRANSPORTATION PARTNERSHIP AND COOPERATION:

In 1990, the six jurisdictions of Clayton, Concord, Contra Costa County, Martinez, Pleasant Hill, and Walnut Creek adopted a cooperative agreement to form the Transportation Partnership and Cooperation (TransPAC). TransPAC is responsible for the development of transportation plans, projects and programs for the Central County areas as well as the appointment of two representatives to the Contra Costa Transportation Authority who serve alternating two-year terms.

In 2014, all six jurisdictions signed a formal Joint Exercise of Powers Agreement (JPA). The purpose of the JPA was the joint preparation of a Central County Action Plan (Action Plan) for Routes of Regional Significance (RRS) and cost sharing of recommended improvements.

TransPAC adopted an update to the Action Plan in 2014. The Action Plan was updated again in 2017. The Plan is a mutual understanding and agreement on Central County transportation concerns and recommendations for improvements. The Plan also identifies specific regional transportation improvements for funding and implementation.

THE BASIC FINANCIAL STATEMENTS

The Basic Financial Statements comprise the *Statement of Net Position* and *Statement of Activities* for the Combined Government-wide and Fund Financial Statements. These statements present the TransPAC financial activities as a whole. The *Statement of Net Position* and *Statement of Activities* include all assets and liabilities using the full accrual basis of accounting similar to the accounting model used by private sector firms.

Statement of Net Position

The *Statement of Net Position* (Basic Financial Statements, page 5) is a snapshot of TransPAC's financial position at the end of the Fiscal Year (FY) 2021 and 2020. TransPAC's assets are all current assets, i.e. cash and receivables. TransPAC has no capital assets. For the years ended June 30, 2021 and 2020, net position totaled \$123,536 and \$295,147, respectively.

Table 1. Statement of Net Position as of June 30:

	<u>2021</u>	<u>2020</u>	<u>\$ Change</u>	<u>% Change</u>
Assets				
Cash and equivalents	\$ 208,610	\$ 363,269	\$ (154,659)	-42.6%
Interest receivable	159	1,224	(1,065)	-87.0%
	<u>\$ 208,769</u>	<u>\$ 364,493</u>	<u>\$ (155,724)</u>	<u>-42.7%</u>
Liabilities and Net Position				
Liabilities	\$ 85,233	\$ 69,346	\$ 15,887	22.9%
Net position	123,536	295,147	(171,611)	-58.1%
	<u>\$ 208,769</u>	<u>\$ 364,493</u>	<u>\$ (155,724)</u>	<u>-42.7%</u>

TRANSPORTATION PARTNERSHIP AND COOPERATION
(A JOINT POWERS AUTHORITY)
Management's Discussion and Analysis
June 30, 2021

Statement of Activities

The Statement of Activities (Basic Financial Statements, page 7) presents TransPAC's revenue and incurred expenses for the year ended June 30, 2021. All financial activities incurred for TransPAC are recorded here, including operational expenses, capital project costs, depreciation and accrued liabilities, when applicable.

Table 2. Statement of Activities for the Fiscal Years Ended June 30:

	<u>2021</u>	<u>2020</u>	<u>\$ Change</u>	<u>% Change</u>
Expenses				
Administrative	\$ 225,403	\$ 199,905	\$ (25,498)	-12.8%
Projects	140,481	-	(140,481)	100.0%
Consulting and contractual	3,225	1,031	(2,194)	-212.8%
Accounting and auditing	4,250	4,250	-	0.0%
Maintenance	10,000	10,000	-	0.0%
	<u>383,359</u>	<u>215,186</u>	<u>(168,173)</u>	<u>-78.2%</u>
Revenues				
Investment income	1,747	6,777	5,030	74.2%
Membership dues	210,001	225,000	14,999	6.7%
	<u>211,748</u>	<u>231,777</u>	<u>20,029</u>	<u>8.6%</u>
Change in net position	(171,611)	16,591	188,202	1134.4%
Beginning net position	<u>295,147</u>	<u>278,556</u>	<u>16,591</u>	<u>6.0%</u>
Ending net position	<u>\$ 123,536</u>	<u>\$ 295,147</u>	<u>\$ 204,793</u>	<u>69.4%</u>

CONTACTING TRANSPAC'S FINANCIAL MANAGEMENT

This Management's Discussion and Analysis is intended to provide the reader with a narrative overview of TransPAC's financial statements for the year ended June 30, 2021. Questions concerning any information provided in this report or requests for additional financial information should be directed to:

Transportation Partnership and Cooperation
Matthew Todd, TransPAC Administrator
1211 Newell Avenue, Suite 200
Walnut Creek, CA 94596

**TRANSPORTATION PARTNERSHIP AND COOPERATION
(A JOINT POWERS AUTHORITY)**
Combined Government-Wide and Fund Financial Statements
Statement of Net Position and Governmental Funds Balance Sheet
June 30, 2021

ASSETS

	<u>General Fund</u>	<u>Adjustments (Note 2)</u>	<u>Statement of Net Position</u>
Cash and cash equivalents (Note 3)	\$ 208,610	\$ -	\$ 208,610
Interest receivable	<u>159</u>	<u>-</u>	<u>159</u>
Total Assets	<u>\$ 208,769</u>	<u>\$ -</u>	<u>\$ 208,769</u>

LIABILITIES AND NET POSITION

Accounts payable	\$ 85,233	\$ -	\$ 85,233
Total Liabilities	<u>85,233</u>	<u>-</u>	<u>85,233</u>
Fund Balance/Net Position (Note 4)			
Committed/Restricted	<u>123,536</u>	<u>-</u>	<u>123,536</u>
Total Liabilities and Fund Balance/Net Position	<u>\$ 208,769</u>	<u>\$ -</u>	<u>\$ 208,769</u>

The accompanying notes are an integral part of these financial statements.

TRANSPORTATION PARTNERSHIP AND COOPERATION
(A JOINT POWERS AUTHORITY)
 Combined Government-Wide and Fund Financial Statements
 Statement of Net Position and Governmental Funds Balance Sheet
 June 30, 2020

	<u>ASSETS</u>		
	<u>General Fund</u>	<u>Adjustments (Note 2)</u>	<u>Statement of Net Position</u>
Cash and cash equivalents (Note 3)	\$ 363,269	\$ -	\$ 363,269
Interest receivable	<u>1,224</u>	<u>-</u>	<u>1,224</u>
Total Assets	<u>\$ 364,493</u>	<u>\$ -</u>	<u>\$ 364,493</u>
 <u>LIABILITIES AND NET POSITION</u>			
Accounts payable	\$ 69,346	\$ -	\$ 69,346
Total Liabilities	<u>69,346</u>	<u>-</u>	<u>69,346</u>
Fund Balance/Net Position (Note 4)			
Committed/Restricted	<u>295,147</u>	<u>-</u>	<u>295,147</u>
Total Liabilities and Fund Balance/Net Position	<u>\$ 364,493</u>	<u>\$ -</u>	<u>\$ 364,493</u>

The accompanying notes are an integral part of these financial statements.

**TRANSPORTATION PARTNERSHIP AND COOPERATION
(A JOINT POWERS AUTHORITY)**

Combined Government-Wide and Fund Financial Statements

Statement of Activities and

Governmental Fund Statement of Revenues, Expenditures, and Changes in Fund Balance
For the Year Ended June 30, 2021

	<u>General Fund</u>	<u>Adjustments (Note 2)</u>	<u>Statement of Activities</u>
General Expenditures/Expenses			
Agency management and admin support	\$ 222,547	\$ -	\$ 222,547
Projects	140,481	-	140,481
Accounting and auditing services	4,250	-	4,250
Consulting and contractual services	3,225	-	3,225
Maintenance	10,000	-	10,000
Other	<u>2,856</u>	<u>-</u>	<u>2,856</u>
Total General Expenditures/Expenses	<u>383,359</u>	<u>-</u>	<u>383,359</u>
General Revenues:			
Investment income	<u>1,747</u>	<u>-</u>	<u>1,747</u>
Membership dues:			
City of Clayton	23,292	-	23,292
City of Concord	54,064	-	54,064
Contra Costa County	32,245	-	32,245
City of Martinez	30,411	-	30,411
City of Pleasant Hill	30,726	-	30,726
City of Walnut Creek	<u>39,263</u>	<u>-</u>	<u>39,263</u>
Total membership dues	<u>210,001</u>	<u>-</u>	<u>210,001</u>
Total General Revenues	<u>211,748</u>	<u>-</u>	<u>211,748</u>
Change in fund balance/net position	(171,611)	-	(171,611)
Fund Balance/Net Position July 1, 2020	<u>295,147</u>	<u>-</u>	<u>295,147</u>
Fund Balance/Net Position June 30, 2021	<u><u>\$ 123,536</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 123,536</u></u>

The accompanying notes are an integral part of these financial statements.

Draft 02-02-2022

**TRANSPORTATION PARTNERSHIP AND COOPERATION
(A JOINT POWERS AUTHORITY)**

Combined Government-Wide and Fund Financial Statements

Statement of Activities and

Governmental Fund Statement of Revenues, Expenditures, and Changes in Fund Balance
For the Year Ended June 30, 2020

	<u>General Fund</u>	<u>Adjustments (Note 2)</u>	<u>Statement of Activities</u>
General Expenditures/Expenses			
Agency management and admin support	\$197,049	\$ -	\$ 197,049
Accounting and auditing services	4,250	-	4,250
Consulting and contractual services	1,031	-	1,031
Maintenance	10,000	-	10,000
Other	<u>2,856</u>	<u>-</u>	<u>2,856</u>
Total General Expenditures/Expenses	<u>215,186</u>	<u>-</u>	<u>215,186</u>
General Revenues:			
Investment income	<u>6,777</u>	<u>-</u>	<u>6,777</u>
Membership dues:			
City of Clayton	24,969	-	24,969
City of Concord	57,910	-	57,910
Contra Costa County	34,539	-	34,539
City of Martinez	32,590	-	32,590
City of Pleasant Hill	32,927	-	32,927
City of Walnut Creek	<u>42,065</u>	<u>-</u>	<u>42,065</u>
Total development fees	<u>225,000</u>	<u>-</u>	<u>225,000</u>
Total General Revenues	<u>231,777</u>	<u>-</u>	<u>231,777</u>
Change in fund balance/net position	16,591	-	16,591
Fund Balance/Net Position July 1, 2019	<u>278,556</u>	<u>-</u>	<u>278,556</u>
Fund Balance/Net Position June 30, 2020	<u>\$ 295,147</u>	<u>\$ -</u>	<u>\$ 295,147</u>

The accompanying notes are an integral part of these financial statements.

Draft 02-02-2022

TRANSPORTATION PARTNERSHIP AND COOPERATION
(A JOINT POWERS AUTHORITY)
Notes to the Financial Statements
June 30, 2021 and 2020

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Reporting Entity

The Transportation Partnership and Cooperation (TransPAC) is a joint powers authority (JPA) organized by the County of Contra Costa, and the Cities of Clayton, Concord, Martinez, Pleasant Hill, and Walnut Creek. The TransPAC accounting records are currently administered by the City of Pleasant Hill. TransPAC was created to administer membership fees for the planning and implementation of sub-regional transportation projects. There are no separate legal entities that are a part of TransPAC's reporting entity.

TransPAC applies all applicable GASB pronouncements for certain accounting and financial reporting guidance. In December of 2010, GASB issued GASBS No. 62, Codification of Accounting and Financial Reporting Guidance Contained in Pre-November 30, 1989 FASB and AICPA Pronouncements. This statement incorporates pronouncements issued on or before November 30, 1989 into GASB authoritative literature. This includes pronouncements by the Financial Accounting Standards Board (FASB), Accounting Principles Board Opinions (APB), and the Accounting Research Bulletins of the American Institute of Certified Public Accountants' (AICPA) Committee on Accounting Procedure, unless those pronouncements conflict with or contradict with GASB pronouncements.

B. Basis of Presentation

Government-wide Financial Statements:

The Statement of Net Position and Statement of Activities display information about the reporting government as a whole. They include all funds of the reporting entity except for fiduciary funds. Governmental activities generally are financed through taxes, intergovernmental revenues, and other nonexchange revenues. TransPAC has one governmental activity as described below:

Governmental Funds

General Fund – The General Fund is the general operating fund of TransPAC and is always classified as a major fund. It is used to account for all activities except those legally or administratively required to be accounted for in other funds.

Draft 02-02-2022

TRANSPORTATION PARTNERSHIP AND COOPERATION
(A JOINT POWERS AUTHORITY)
Notes to the Financial Statements
June 30, 2021 and 2020

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Fund Financial Statements:

Fund financial statements of the reporting entity are organized into funds, each of which is considered to be separate accounting entities. Each fund is accounted for by providing a separate set of self-balancing accounts that constitute its assets, liabilities, fund equity, revenues, and expenditures/expenses. Funds are organized into three major categories: governmental, proprietary, and fiduciary. An emphasis is placed on major funds within the governmental and proprietary categories. A fund is considered major if it is the primary operating fund of TransPAC or meets the following criteria:

1. Total assets, liabilities, revenues or expenditures/expenses of that individual governmental or enterprise fund are at least 10 percent of the corresponding total for all funds of that *category or type*; and
2. Total assets, liabilities, revenues, or expenditures/expenses of the individual governmental fund or enterprise fund are at least 5 percent of the corresponding total for all governmental and enterprise funds combined.

C. Measurement Focus and Basis of Accounting

Measurement focus is a term used to describe “which” transactions are recorded within the various financial statements. Basis of accounting refers to “when” revenues and expenditures or expenses are recognized in the accounts and reported in the financial statements regardless of the measurement focus applied.

Measurement Focus

On the Government-wide Statement of Net Position and the Statement of Activities, governmental activities are presented using the economic resources measurement focus. The accounting objective of this measurement focus is the determination of operating income, changes in net position (or cost recovery) and financial position. All assets and all liabilities (whether current or noncurrent) associated with the operation of these funds are reported.

In the fund financial statements, the "current financial resources" measurement focus is used for all Governmental Funds; with this measurement focus, only current assets and current liabilities generally are included on their balance sheets. Their operating statements present sources and uses of available spendable financial resources during a given period. These funds use fund balance as their measure of available spendable financial resources at the end of the period.

TRANSPORTATION PARTNERSHIP AND COOPERATION
(A JOINT POWERS AUTHORITY)
Notes to the Financial Statements
June 30, 2021 and 2020

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Basis of Accounting

In the government-wide Statement of Net Position and Statement of Activities, governmental activities are presented using the accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recorded when the liability is incurred or economic asset used. Revenues, expenses, gains, losses, assets and liabilities resulting from exchange and exchange-like transactions are recognized when the exchange takes place.

In the fund financial statements, governmental funds are presented on the modified accrual basis of accounting. Under this modified accrual basis of accounting, revenues are recognized when "measurable and available". Measurable means knowing or being able to reasonably estimate the amount. Available means collectible within the current period or soon enough thereafter to pay current liabilities. TransPAC defines available to be within 60 days of year-end.

D. Cash and Investments

TransPAC cash and investments are held by the City of Pleasant Hill as part of the City's pooled cash. The funds are invested in accordance with the State Investment Policy established pursuant to the State Law. All monies not required for immediate expenditure are invested or deposited to earn maximum yield consistent with safety and liquidity.

Investments are carried at fair value, which is based on quoted market price if applicable. Otherwise, the fair value hierarchy is as follows:

Level 1 – Values are unadjusted quoted prices on active markets for identical assets or liabilities at the measurement date.

Level 2 – Inputs, other than quoted prices, included within Level 1 that are observable for the asset or liabilities at the measurement date.

Level 3 – Certain inputs are unobservable inputs (supported by little or no market activity, such as TransPAC's best estimate of what hypothetical market participants would use to determine a transaction price for the asset or liability at the reporting date).

TransPAC invests in the California Local Agency Investment Fund (LAIF), which is part of the Pooled Money Investment Account operated by the California State Treasurer. LAIF funds are invested in high quality money market securities and are managed to insure the safety of the portfolio. A portion of LAIF's investments are in structured notes and asset-backed securities.

LAIF determines fair value on its investment portfolio based on market quotations for these securities where market quotations are readily available, and on amortized cost or best estimate for those securities where market value is not readily available.

Draft 02-02-2022

TRANSPORTATION PARTNERSHIP AND COOPERATION
(A JOINT POWERS AUTHORITY)
Notes to the Financial Statements
June 30, 2021 and 2020

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

E. Receivables

Receivables recorded in the financial statements are net of any allowance for doubtful accounts. Any doubtful accounts at June 30, 2021 and 2020 were not considered material.

F. Revenue Recognition – Membership Dues

Membership dues are assessed annually to each of the six member jurisdictions.

G. Budget Comparison

Under GASB No. 34, budgetary comparison information is required to be presented for the general fund and each major special revenue fund with a legally adopted budget. TransPAC is not legally required to adopt a budget for the general fund. Therefore, budget comparison information is not included in TransPAC's financial statements.

H. Equity Classifications

Government-wide Statements

Net position is the excess of all TransPAC's assets over all its liabilities, regardless of fund. Net position is divided into three categories under GASB Statement 34. These categories apply only to net position, which is determined at the Government-wide level, and are described below:

1. Invested in capital assets, net of related debt - Consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.
2. Restricted net position - Consists of net position with constraints place on the use either by (1) external groups such as creditors, grantors, contributors, or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislation.
3. Unrestricted net position - All other components of net position that do not meet the definition of "restricted" or "invested in capital assets, net of related debt."

TRANSPORTATION PARTNERSHIP AND COOPERATION
(A JOINT POWERS AUTHORITY)
Notes to the Financial Statements
June 30, 2021 and 2020

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Fund Statements

The governmental fund financial statements present fund balances based on classifications that comprise a hierarchy that is based primarily on the extent to which TransPAC is bound to honor constraints on the specific purposes for which amounts in the respective governmental funds can be spent. The classifications used in the governmental fund financial statements are as follows:

1. Nonspendable- Amounts that cannot be spent because they are either (a) not in spendable form or (b) legally or contractually required to be maintained intact.
2. Restricted - Amounts that are restricted for specific purposes when constraints placed on the use of resources are either (a) externally imposed by creditors, grantors, contributors, laws, or regulations of other governments or (b) imposed by law through constitutional provisions or enabling legislation.
3. Committed - Amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the government's highest level of decision-making authority.
4. Assigned - Amounts that are constrained by the government's intent to be used for specific purposes, but are neither restricted or committed.
5. Unassigned - Amounts that do not meet classifications 1 – 4 above.

Further detail about TransPAC's fund balance classification is described in Note 4.

NOTE 2. ADJUSTMENTS FROM FUND BASIS TO GOVERNMENT-WIDE BASIS

For the years ended June 30, 2021 and 2020, there were no adjustments to comply with GASB No. 34.

TRANSPORTATION PARTNERSHIP AND COOPERATION
(A JOINT POWERS AUTHORITY)
Notes to the Financial Statements
June 30, 2021 and 2020

NOTE 3. CASH AND INVESTMENTS

The cash and investments of TransPAC are maintained and tracked with the funds of the City of Pleasant Hill. TransPAC considers cash and investment amounts with original maturities of three months or less to be cash equivalents.

Cash and Investments consisted of the following at June 30:

	2021	2020
Cash in banks	\$ 64	\$ 535
Local Agency Investment Fund	208,546	362,734
Total cash and investments	<u>\$ 208,610</u>	<u>\$ 363,269</u>

Investments Authorized by TransPAC's Investment Policy

TransPAC is authorized to invest in obligations of the U.S. Treasury, agencies, commercial paper with certain minimum ratings, certificates of deposit, bankers' acceptances, repurchase agreements and the State Treasurer's Investment pool ("LAIF").

Deposits/Credit Risk

The California Government Code requires California banks and savings and loan associations to secure Public Agencies' deposits by pledging government securities as collateral. The market value of pledged securities must equal at least 110% of deposits. California law also allows financial institutions to secure such deposits by pledging first trust deed mortgage notes having a value of 150% of the total deposits. The first \$250,000 of each institution's deposits are covered by FDIC insurance.

Disclosures Relating to Credit Risk

Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization.

Custodial Credit Risk

Custodial credit risk for *deposits* is the risk that, in the event of the failure of a depository financial institution, a government will not be able to recover its deposits or will not be able to recover collateral securities that are in the possession of an outside party. The California Government Code and TransPAC's investment policy do not contain legal or policy requirements that would limit the exposure to custodial credit risk for deposits, other than the following provision for deposits: The California Government Code requires that a financial institution secure deposits made by state or local governmental units by pledging securities in an undivided collateral pool held by a depository regulated under state law (unless so waived by the governmental unit). The market value of the pledged securities in the collateral pool must equal at least 110% of the total amount deposited by the public agencies.

Draft 02-02-2022

TRANSPORTATION PARTNERSHIP AND COOPERATION

(A JOINT POWERS AUTHORITY)

Notes to the Financial Statements

June 30, 2021 and 2020

NOTE 3. CASH AND INVESTMENTS (continued)

Custodial credit risk for *investments* is the risk that, in the event of the failure of the counterparty (e.g., broker-dealer) to a transaction, a government will not be able to recover its deposits or will not be able to recover the value of its investment or collateral securities that are in the possession of another party. The California Government Code and TransPAC's investment policy do not contain legal or policy requirements that would limit the exposure to custodial credit risk for investments. With respect to investments, custodial credit risk generally applies only to direct investments in marketable securities. Custodial credit risk does not apply to a local government's indirect investment in securities through the use of mutual funds or government investment pools.

Investment Fair Value

TransPAC is a voluntary participant in the Local Agency Investment Fund (LAIF) that is regulated by California Government Code under the oversight of the Treasurer of the State of California. The fair value of TransPAC's investment in this pool is reported in the accompanying financial statements at amounts based upon TransPAC's pro-rata share of the fair value provided by LAIF for the entire LAIF portfolio (in relation to the amortized cost of that portfolio). The balance available for withdrawal is based on the accounting records maintained by LAIF, which are recorded on an amortized cost basis.

NOTE 4: FUND BALANCE

TransPAC has implemented GASB Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*. This Statement provides more clearly defined fund balance categories to make the nature and extent of the constraints placed on a government's fund balances more transparent.

The Transportation Partnership and Cooperation have established the following fund balance policies:

- **Assigned Fund Balance:** TransPAC is responsible for the development of transportation plans, projects and programs for the Central Contra Costa County areas as well as the appointment of two representatives to the Contra Costa Transportation Authority who serve alternating two-year terms. All amounts not committed in the fund balance at year-end are assigned for this purpose.
- **Committed Fund Balance:** Amounts that have been designated for payment by TransPAC prior to year-end. At June 30, 2021 and 2020 there were no commitments.

The accounting policies of TransPAC consider restricted fund balance to have been spent first when an expenditure is incurred for purposes for which both restricted and unrestricted fund balance is available. Similarly, when an expenditure is incurred for purposes for which amounts in any of the unrestricted classifications of fund balance could be used, TransPAC considers committed amounts to be reduced first, followed by assigned amounts, and finally, unassigned amounts.

TRANSPORTATION PARTNERSHIP AND COOPERATION
(A JOINT POWERS AUTHORITY)
Notes to the Financial Statements
June 30, 2021 and 2020

NOTE 5: TRANSPORTATION IMPROVEMENT PROJECTS

For the fiscal years ended June 30, 2021 and 2020, \$10,000 and \$10,000, respectively, were accrued as accounts payable to the City of Martinez for maintenance costs of the Pacheco transit hub. This transit hub is neither an asset nor a liability of TransPAC.

NOTE 6: SUBSEQUENT EVENTS

Management has evaluated subsequent events through the date of the audit opinion, the date on which the financial statements were available to be issued. No events came to managements' attention that would require additional adjustment or disclosure.

Draft 02-02-2022

REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING
AND ON COMPLIANCE AND OTHER MATTERS
BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE
WITH GOVERNMENT AUDITING STANDARDS

The Board Members
Transportation Partnership and Cooperation
Pleasant Hill, California

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities and the general fund of the Transportation Partnership and Cooperation (TransPAC) as of and for the years ended June 30, 2021 and 2020, and the related notes to the financial statements, which collectively comprise TransPAC's financial statements, and have issued our report thereon dated February 1, 2022.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered TransPAC's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of TransPAC's internal control. Accordingly, we do not express an opinion on the effectiveness of TransPAC's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over financial reporting was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control over financial reporting that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether TransPAC's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

CROPPER ACCOUNTANCY CORPORATION
Walnut Creek, California
February 1, 2022

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TRANSPAC Board Meeting *STAFF REPORT*

Meeting Date: February 10, 2022

Subject:	POLICY FRAMEWORK DISCUSSION FOR ONE BAY AREA GRANT CYCLE 3 (OBAG 3) PROGRAM IN CONTRA COSTA COUNTY
Summary of Issues	Contra Costa Transportation Authority (CCTA) staff will provide information about the Metropolitan Transportation Commission (MTC) OBAG3 program. MTC has been distributing federal funds in the Bay Area region through similar programming policy (OBAG and OBAG2). The distribution of certain future federal funds (from the recently signed infrastructure bill) that include programming tasks assigned to CCTA by MTC are expected to be covered under the OBAG3 policy.
Recommendation	None - For information only.
Attachment(s)	A. CCTA TCC Staff Report - Policy Framework Discussion for One Bay Area Grant Cycle 3(OBAG 3) Program in Contra Costa County – dated January 20, 2022

*Technical Coordinating Committee **STAFF REPORT***

Meeting Date: January 20, 2022

Subject	Policy Framework Discussion for One Bay Area Grant Cycle 3 (OBAG 3) Program in Contra Costa County
Summary of Issues	<p>On January 12, 2022, the Metropolitan Transportation Commission (MTC) released its initial draft policy framework and program criteria for investing Federal Surface Transportation Program and Congestion Mitigation Air Quality (Improvement Program) (STP/CMAQ) funds over the four-year period covering federal Fiscal Year (FFY) 2022-23 through FFY 2025-26. OBAG 3 directs 50% of the funds to regional programs with the remaining 50% to county and local programs to fund projects that are consistent with the recently adopted Regional Transportation Plan (RTP), referred to as the Plan Bay Area 2050 (PBA 2050).</p> <p>The Authority, as the Congestion Management Agency (CMA), is responsible for submitting eligible project priorities to MTC and administering the call for projects in accordance with MTC guidelines. Staff is proposing a program framework, which focuses on two project types: 1) Active Transportation and Safety – Projects of Countywide Significance (ATS-PCS) program; and 2) Countywide Smart Signals project.</p> <p>The ATS-PCS project list, including the Safe Routes to Schools (SRTS) and bicycle and pedestrian projects, will be developed through a countywide competitive call for projects application process.</p> <p>Staff is proposing that the Authority take the lead on</p>

	implementation of the Countywide Smart Signals project. This project will upgrade traffic signal systems within the 19 cities/towns and unincorporated Contra Costa County, based on need and primarily along routes of regional significance.
Recommendations	Staff will provide an overview of the proposed framework and the Technical Coordinating Committee is requested to provide feedback and input. This is an informational item only; no staff recommendation at this time.
Staff Contact	John Hoang
Financial Implications	Based on the OBAG 2 funding cycle, it is anticipated that approximately \$52 million in Federal STP/CMAQ funding for the OBAG 3 cycle could become available for Contra Costa County for the FFYs 2022-23 through FFY 2025-26. The final amount is not expected to be available until April 2022.
Options	The Technical Coordinating Committee (TCC) could request modifications to the proposed OBAG 3 program.
Attachments	A. MTC Proposed Framework for OBAG 3 dated January 12, 2022
Changes from Committee	N/A

Background

On January 12, 2022, MTC released its draft policy framework and program criteria for investing Federal STP/CMAQ funds over the four-year period covering FFY 2022-23 through FFY 2025-26, referred to as OBAG 3. Additional details regarding MTC's framework can be found in Attachment A.

OBAG 3 directs 50% of the funds for regional programs with the remaining 50% for county and local programs to fund projects that are consistent with the recently adopted RTP, referred to as PBA 2050. OBAG 3 allows CMAs flexibility and discretion to invest in various

transportation program categories using the 50% for county and local programs share.

It is anticipated that the Authority, as the CMA, will need to nominate nearly \$62 million worth of projects to MTC for consideration. This amount considers an estimated \$52 million that Contra Costa County would typically receive based on the previous OBAG 2 cycle, plus an additional 20%, as recommended by MTC.

Authority staff is proposing a program concept, which focuses on two project types: 1) ATS-PCS program; and 2) Countywide Smart Signals project. For the proposed OBAG 3 program policy framework, staff proposes 50% of available OBAG 3 funding be utilized for the ATS-PCS while the remaining 50% be programmed for the Countywide Smart Signals project. The two project types are further described below.

Active Transportation and Safety – Projects of Countywide Significance (ATS-PCS) Program

The ATS-PCS project list would fund bicycle and pedestrian projects and SRTS projects in Contra Costa County. Projects proposed for funding must be included in the 2018 adopted Countywide Bicycle and Pedestrian Plan, the Countywide Pedestrian Needs Assessment, SRTS programming or identified as a project that can move Contra Costa County more quickly toward Countywide Vision Zero.

The ATS-PCS project list will be developed through a countywide competitive call for projects application process. The minimum grant amount would be \$500,000. Each jurisdiction is limited to two project applications, and the County is limited to four applications. MTC requires that a minimum of 70% of all OBAG 3 funds be invested in PDAs. Projects can be bundled within and across local agencies. Project sponsors would need to provide 11.47% in matching funds.

Countywide Smart Signals Project

The Countywide Smart Signals project will upgrade approximately 700 traffic signals located along major arterials designated as regionally significant, within the 19 cities/towns and unincorporated County. The project includes upgrading local traffic signal controllers and signal system software, interconnecting the traffic signal systems, deploying closed circuit television cameras, implementing vehicle detection systems, installing fiber optics for an interconnected countywide communication network, and enabling local jurisdictions to

proactively manage day-to-day traffic. The implementation of a countywide interconnected signal system with intelligent transportation tools and applications will help decrease travel time, decrease total delay, reduce frequencies of stops, reduce collisions, and improve the efficient movement of passenger vehicles, transit, bicyclists, and pedestrians for local and regional travels.

Countywide, Contra Costa County is home to 19 cities and more than 20 unincorporated communities. There are approximately 1,400 traffic signals countywide. The Countywide Smart Signals project will develop, manage, and implement Intelligent Transportation System (ITS) initiatives that will improve multimodal mobility, maximize highway and arterial system capacity, and improve operational efficiency, safety, and the environment throughout Contra Costa County. By upgrading the existing legacy systems and providing interconnectivity throughout countywide signal systems, the traffic signal systems will be prepared for future emerging technologies including connected vehicles, autonomous vehicles, big data, integrated corridor management, and Smart Cities initiatives. This will enhance the sharing of real-time information between agencies and the public using existing and next generation ITS technologies.

With an estimated cost for the program of \$90 million, it is anticipated that the project will be completed in phases based on available funding. OBAG 3 could provide approximately \$26 million for the initial phase, if approved. Authority staff will coordinate with local jurisdictions prior to finalizing the project application.

Schedule

The following schedule is anticipated for the ATS-PCS project list:

1. May 2022 - The Authority will issue a call for projects
2. September 2022 - The list of prioritized nominations will be submitted to MTC
3. January 2023 - Final MTC project selection

The following schedule is anticipated for the Countywide Smart Signals System:

1. The Authority will coordinate with local jurisdictions to include locations for the Smart Signals projects.
2. OBAG 3 funds will be available on October 1, 2023.

The following draft schedule is proposed for the development of the OBAG 3 call for projects and policy framework:

1. January 20, 2022 (TCC): OBAG 3 policy framework - discussion on the draft.
2. February 16, 2022 (Authority Board): OBAG 3 policy framework - discussion on the draft.
3. February - March 2022 (Regional Transportation Planning Committees): OBAG 3 policy framework - discussion on the draft.
4. February 17, 2022 (TCC): Development of ATS-PCS application and scoring criteria.
5. March 2, 2022 (PC): Draft OBAG 3 policy framework and application process.
6. March 16, 2022 (Authority Board): Draft OBAG 3 policy framework and application process.
7. March 17, 2022 (TCC): Creation of applications review subcommittee.
8. March 28, 2022 (Countywide Bicycle & Pedestrian Advisory Committee (CBPAC)): Creation of application review subcommittee.
9. April 6, 2022 (PC): Review of Final OBAG 3 policy framework and application process.
10. April 20, 2022 (Authority Board): Adoption of Final OBAG 3 policy framework and application process.
11. April 21, 2022: Authority staff to release a countywide call for projects.
12. June 1, 2022: Application due to the Authority.
13. July 2022 (CBPAC and TCC): Meeting to review project applications.
14. August 18, 2022 (TCC): Special meeting to review recommended projects.
15. August 22, 2022 (CBPAC): Special meeting to review recommended projects.
16. September 7, 2022 (PC): Approval to submit recommended project list to MTC.
17. September 21, 2022 (Authority Board): Final approval to submit project list to MTC for evaluation.
18. September 30, 2022: Project list due to MTC.
19. January 2023 (MTC): Approval of the countywide project list.
20. October 1, 2023: OBAG 3 funding becomes available.

**Metropolitan Transportation Commission
Programming and Allocations Committee**

January 12, 2022

Agenda Item 3a - 21- 1637

One Bay Area Grant (OBAG 3) Framework

Subject:

Adoption of the One Bay Area Grant (OBAG 3) program framework, guiding the region's federal Surface Transportation Block Grant Program/Congestion Mitigation Air Quality Improvement Program (STP/CMAQ) funding for fiscal year (FY) 2022-23 through FY 2025-26.

Background:

The One Bay Area Grant (OBAG) program establishes the policy and programming framework for investing federal Surface Transportation Block Grant Program (STP), Congestion Mitigation and Air Quality Improvement (CMAQ), and other funds throughout the San Francisco Bay Area. The inaugural OBAG program (OBAG 1) established a framework for leveraging discretionary federal highway funding to support the implementation of *Plan Bay Area* by focusing transportation investments in Priority Development Areas (PDAs) and in jurisdictions producing and planning for new housing under the Regional Housing Needs Allocation (RHNA) process, among other strategies. The framework also consolidated funding sources and increased local agency flexibility to advance priority projects. Following the initial success of OBAG 1, the Commission adopted OBAG 2 in 2015 with a similar framework and supporting policies.

This month, staff recommends adoption of the OBAG 3 program framework.

Program Principles

The following principles, established through Commission direction and stakeholder input of early program considerations, guided the development of the OBAG 3 program framework:

- Preserve effective program features from prior OBAG cycles to support regional objectives.
- Strategically advance *Plan Bay Area 2050* implementation through OBAG investments and policies.
- Incorporate recent MTC policy initiatives and adapt to the current mobility landscape.
- Advance equity and safety through policies and investments.
- Address federal planning and programming requirements.
- Coordinate with complementary fund sources to develop a comprehensive regional investment strategy.

Additional information on these principles is provided in **Attachment 1** to this agenda item, as well as in Appendix A to the program resolution.

Revenue Estimates

OBAG 3 programming capacity is based on anticipated federal transportation program apportionments from STP/CMAQ programs for a four-year period covering FY 2022-23 through FY 2025-26. Over the four-year OBAG 3 period, staff estimates \$750 million in STP/CMAQ programming capacity.

Additional STP/CMAQ apportionments are anticipated from the recently enacted Infrastructure Investment and Jobs Act (IIJA). The programming of these additional funds will be considered through a future Commission action.

Program Categories

In keeping with prior cycles, the proposed OBAG 3 framework is designed to reflect the priorities established in *Plan Bay Area 2050*, advance regional goals for equity and safety, and address federal performance-based programming requirements.

- **Planning & Program Implementation:** Carry out coordinated regional and countywide planning and programming activities within MTC's performance-based planning and programming processes, consistent with federal requirements and regional policies. Additionally, commit staffing resources necessary to deliver OBAG 3 projects and programs.
- **Growth Framework Implementation:** Support and assist with local efforts to create a range of housing options in PDAs, select Transit-Rich Areas (TRAs), and select High-Resource Areas (HRAs), and carry out other regional studies, programs, and pilots to advance the *Plan Bay Area 2050* growth framework.
- **Climate, Conservation, and Resilience:** Reduce emissions and solo vehicle trips through accelerated electrification and clean vehicle programs and expanded transportation demand management programs. Additionally, protect high-priority natural and agricultural lands; modernize and expand access to parks, trails, and recreation facilities; and increase transportation system resiliency to the impacts of climate change.
- **Complete Streets and Community Choice:** Improve and maintain local streets and roads to meet the needs of all users while improving safety, promoting walking, biking and other micro-mobility, and sustainable infrastructure. In addition, support community-led planning efforts and assist with the development and advancement of community-led transportation enhancements in Equity Priority Communities (EPCs).

- **Multimodal Systems Operations and Performance:** Support and coordinate efforts to achieve an integrated, efficient, reliable, and easy to navigate public transit network to increase ridership and improve mobility options consistent with the Transit Transformative Action Plan recommendations. Additionally, continue to optimize existing freeways, highways, key arterials, and communications infrastructure to maximize person throughput and multimodal system performance.

Program Structure

The OBAG 3 program structure is divided into Regional and County & Local components. The program categories, described above, provide a common framework for project types and focus areas for both program components.

Regional Programs

OBAG 3 directs 50% of available program funds (or \$375 million) towards regional investments that are targeted to address critical climate and focused growth goals of *Plan Bay Area 2050*, and coordinate and deploy strategies that are best suited for regional implementation. Program categories and recommended funding amounts are provided below and reflected in Attachment B-1 of the program resolution. Projects within the broad program categories will be approved by the Commission through future programming actions.

Table 1. OBAG 3 Regional Program Investments

Program Category	Regional Program Details	Funding (millions)
Planning & Program Imp.	<ul style="list-style-type: none">• Regional planning & fund programming activities• OBAG 3 project implementation	\$50
Growth Framework Implementation	<ul style="list-style-type: none">• Planning and Technical Assistance Grant program and Regional Housing Technical Assistance program• Transit Oriented Communities (TOC) Policy update imp.• Regional studies, programs, and pilots (ex. Priority Production Areas)	\$25
Climate, Conservation, and Resilience	<ul style="list-style-type: none">• Significant investment in clean vehicles, charging infrastructure, and transportation demand management programs (ex. Mobility Hubs, Commuter Benefits Program)• Priority Conservation Area (PCA) Grant program, reflecting updated PCA planning framework• Resilience/sea level rise studies and/or pilots	\$98

Program Category	Regional Program Details	Funding (millions)
Complete Streets and Community Choice	<ul style="list-style-type: none"> Regional Active Transportation Plan, updated Complete Streets Policy, and Regional Safety/Vision Zero Policy implementation; technical assistance; Bay Trail planning and construction Local streets and roads asset management, including system expansion to support complete streets, safety, and green infrastructure efforts Community-based transportation plans and participatory budgeting processes; develop and advance community-identified projects in EPCs 	\$54
Multimodal Systems Operations and Performance	<ul style="list-style-type: none"> Transformational Transit Action Plan near-term investments Near-term multimodal operational improvements, incident management, and regional fiber communications Includes Bay Area Forwards and other freeway and arterial operations improvements 	\$149
Regional Programs Total		\$375

Note: Totals may not add due to rounding.

County & Local Programs

The remaining 50% of available OBAG 3 funds (or \$375 million) is directed for local and county projects prioritized through a call for projects process selected by MTC. This increase in the share of funds directed to local projects, up from 45% in OBAG 2, is in recognition of the critical role our local partners will be expected to play in successfully implementing the growth framework through local planning, reaching the aggressive safety and mode shift targets in *Plan Bay Area 2050*, building the local priority projects that have been identified by community-led processes in EPCs, and accelerating affordable and transit-supportive growth and access improvements at key transit hubs.

Program Category	County & Local Programs Details	Funding (millions)
Planning & Program Implementation	<ul style="list-style-type: none"> Countywide planning, programming, and outreach activities 	\$35
Growth Framework Implementation	<ul style="list-style-type: none"> Regionwide call for projects, with projects selected for funding by MTC 	\$340

Program Category	County & Local Programs Details	Funding (millions)
Climate, Conservation, and Resilience	<ul style="list-style-type: none">• CTAs assist with initial outreach, project screening, and developing prioritized list of project nominations• Wide range of project eligibilities, with a focus on investing in PDAs and community-identified projects in EPCs• Investment targets for active transportation, Safe Routes to School (SRTS), and PDA investments• Project sponsors must comply with various policy requirements related to housing, complete streets, safety plans, and pavement management programs.	
Complete Streets and Community Choice		
Multimodal Systems Operations and Performance		
County & Local Programs Total		\$375

Local jurisdictions, transit agencies, and CTAs may apply for these funds for a variety of project types and program categories described in Attachment A of the program resolution, subject to the requirements and programming policies described therein. Following the unified call for projects process, the Commission will select projects for funding and reflect approved projects, sponsors, and amounts in Attachment B-2 of the program resolution.

Policy Provisions

The proposed OBAG 3 policy maintains core elements from prior cycles, with updates to align with *Plan Bay Area 2050* strategies, ensure compliance with current state and regional requirements, and address federal corrective actions.

- The **PDA investment targets** from prior OBAG cycles are carried forward, with a new uniform definition for determining whether projects located outside of a PDA may be credited toward achievement of these targets.
- **Investment targets for active transportation and SRTS** are also incorporated, to make significant progress throughout the region towards our collective goals for active transportation and increased roadway safety.
- **Local compliance** with state and local housing policy remains a requirement, as is compliance with MTC's Complete Streets Policy (as proposed for update in Spring 2022), and pavement management program requirements. To reinforce the region's focus on safety, cities and counties will be required to adopt a Local Road Safety Plan (LRSP) or equivalent safety plan to maintain eligibility for OBAG 3 funding. This requirement

mirrors the state's Highway Safety Improvement Program (HSIP), which will require safety plans as a condition to apply for HSIP Cycle 11 funding later this spring.

- In response to **federal corrective actions**, the program resolution documents the project selection process, reaffirms MTC's role in project evaluation and selection, incorporates nomination targets for each county to maintain incentives for housing production and planned growth, and provides a description of the project selection process for CMAQ-funded projects.

Additional information on these and other key policy provisions proposed for OBAG 3 are provided in **Attachment 2** to this memo and in Attachment A of the program resolution.

Concurrent Programming Actions

Concurrent with the adoption of the OBAG 3 project selection and programming policy framework this month, staff recommends programming approximately \$85 million for the following planning and program activities:

- \$8.3 million for MTC's regional planning activities to support *PBA 2050* implementation efforts;
- \$37.2 million for MTC's OBAG 3 program and project implementation, including staffing resources through the OBAG 3 program horizon;
- \$4 million for MTC's program and project implementation for prioritized transit transformation activities from the Blue Ribbon process, including staffing resources; and
- \$35.2 million for CTAs to carry out countywide planning and programming activities.

Programming funds for these activities will ensure revenues will be available as needed for ongoing efforts, as well as provide the resources necessary to ramp up implementation of the Blue Ribbon near-term priorities for mapping and wayfinding and transit priority projects.

Next Steps

In the coming months, staff will develop guidelines for the County & Local Programs call for projects process, in coordination with the Bay Area Partnership working groups and stakeholders. Staff will return to the Commission in Spring 2022 to approve these guidelines and to program funding to projects within the Regional Programs. More information on the schedule for OBAG 3 implementation is provided in **Attachment 3** to this memo.

Issues:

- **Funding Regional Initiatives:** Sufficient funding for regional initiatives is contingent upon the comprehensive funding approach that extends beyond the federal STP/CMAQ

revenues programmed through OBAG 3. Staff will identify complementary fund sources and approaches to support regional initiatives. One complementary fund source for discussion as an information item on today's agenda is REAP 2.0.

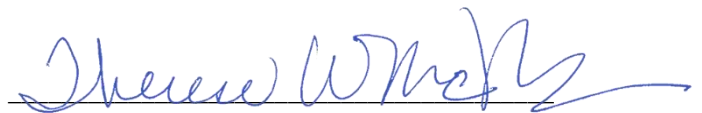
- **Active Transportation Investment:** The OBAG 3 proposal includes a \$200 million aspirational investment target that aligns with the aggressive mode shift and safety goals of *PBA 2050*. Staff will monitor the development of federal and state funding programs that support active transportation projects in the coming months and may recommend adjusting this program-specific investment target accordingly.
- **Alignment with Regional Policy Updates:** The OBAG 3 framework may need to be refined or clarified in the coming months to maintain a strong alignment between the program's investments and policy provisions and the updates underway to the Transit Oriented Development (TOD)/Transit Oriented Communities (TOC) policy, Active Transportation Plan (AT Plan), and Complete Streets Policy.
- **Federal Programming Requirements:** The OBAG 3 framework includes clarifications and revisions to address federal corrective actions regarding the administration of Federal Highway Administration (FHWA) funds. As the County & Local Program and Regional Programs are further defined and implemented, staff will continue to ensure MTC's programming practices are consistent with federal requirements.

Recommendations:

Refer MTC Resolution No. 4505 to the Commission for approval.

Attachments:

- Attachment 1 – Program Principles
- Attachment 2 – Key Program Provisions
- Attachment 3 – OBAG 3 Implementation Schedule
- Presentation – OBAG 3 Program Framework
- MTC Resolution No. 4505



Therese W. McMillan

OBAG 3 Program Principles

- Preserve effective program features from prior OBAG cycles to support regional objectives.** Key aspects of the prior cycles are preserved under the proposed OBAG 3 County & Local Program, including concentrating transportation investments within PDAs, incorporating housing factors into the project prioritization process, and local jurisdiction policy requirements. Partnership with Bay Area County Transportation Agencies (CTAs) to identify local community-based projects for funding that are consistent with regional goals is also continued.
- Strategically advance *Plan Bay Area 2050* implementation through OBAG investments and policies.** As with OBAG 1 and 2, the primary objective of the OBAG 3 program, both the in the Regional and County & Local components, is to support the interconnected strategies of the RTP and SCS. With the adoption of *Plan Bay Area 2050*, OBAG 3 reflects new and updated implementation strategies as well as new Growth Geographies.
- Incorporate recent MTC policy initiatives and adapt to the current mobility landscape.** In the years following the adoption of OBAG 2, MTC has undertaken several major policy initiatives which were taken into consideration in the development of OBAG 3. These policy actions include adoption of the MTC Equity Platform, Regional Safety/Vision Zero Policy, and Express Lanes Strategic Plan, and completion of the Transit Transformation Action Plan. In addition, the OBAG 3 program takes into account sustainable staffing levels necessary to implement continued and new initiatives.
- Advance equity and safety through policies and investments.** Building off the principles of the MTC Equity Platform, the OBAG 3 framework integrates cross-cutting equity considerations into each of its proposed program areas. In addition, while the program requirements stop short of mandating local Vision Zero policies, jurisdictions will be required to adopt Local Road Safety Plans (equivalent safety plans), and priority will be given to funding projects that align with and support these plans. OBAG 3 also significantly increases funding levels for Healthy, Safe, and Sustainable Streets projects and implementation of projects in Equity Priority Communities that have been prioritized through Community-Based Transportation Plans or Participatory Budgeting processes.

- **Address federal planning and programming requirements.** As the federally-designated Metropolitan Planning Organization (MPO) for the Bay Area, MTC is responsible for regional transportation planning and programming efforts, including performance-based requirements. OBAG 3 documents and reaffirms MTC's roles and responsibilities for programming STP and CMAQ funding, including the areas of project selection and funding distribution processes, and the prioritization process for CMAQ funds.
- **Coordinate with complementary fund sources to develop a comprehensive regional investment strategy.** Recognizing that STP and CMAQ funds constitute a relatively limited proportion of the total transportation funding available to the region, the OBAG 3 program is designed in coordination with other complementary existing and anticipated fund sources to implement the ambitious strategies laid out in *Plan Bay Area 2050*.
- **Emphasize a shared, partnership approach to program implementation.** OBAG 3 preserves and continues to build upon the robust partnerships with CTAs, transit agencies, Caltrans, and local jurisdictions established through prior programming cycles. The program architecture and policies recognize and uphold local expertise in project development and prioritization, while providing a framework for all stakeholders to work together to advance shared regional priorities.

OBAG 3 – Key Program Provisions

Program Element	Program Provision	OBAG 2 Comparison
PDA investment targets <i>County and Local Program</i>	<ul style="list-style-type: none"> • 70% of investments in Alameda, Contra Costa, San Francisco, San Mateo, Santa Clara Counties must be directed to Priority Development Areas (PDAs) • 50% of investments in Marin, Napa, Solano, Sonoma Counties must be directed to PDAs. 	No change
	<ul style="list-style-type: none"> • PDA investments must meet the uniform definition for PDA supportive projects, which includes projects located within or connected to a PDA, within one mile of a PDA boundary, or otherwise providing a clear and direct connection to PDA implementation (as determined by MTC staff). 	New
Local Policy Adoption* <i>County and Local Program</i>	<p>To maintain funding eligibility, by December 31, 2023, local jurisdictions must:</p> <ul style="list-style-type: none"> • Have their Housing Element certified* by California Housing and Community Development (HCD). • Adopt a resolution affirming compliance with state housing laws related to surplus lands, accessory dwelling units, and density bonuses. • Adopt a Local Roadway Safety Plan or equivalent, as defined under the California Highway Safety Improvement Program (HSIP). • Jurisdictions achieving compliance in advance of the above deadline may have County & Local Program projects programmed into the federal Transportation Improvement Program (TIP). After the deadline, MTC will deprogram any funds awarded to jurisdictions not in compliance with the above requirements. <p>In addition, throughout the funding cycle, local jurisdictions must:</p> <ul style="list-style-type: none"> • Submit annual Housing Element Annual Progress Reports to HCD by April 1 each year. • Maintain compliance with the Housing Accountability Act. • Comply with MTC's Pavement Management Program (PMP) policies (including updates as prescribed by MTC staff), participate in statewide local streets and roads needs assessment 	Provisions updated; compliance will require increased level of effort

Program Element	Program Provision	OBAG 2 Comparison
	<p>surveys, and participate in providing annual updated information to the Highway Performance Monitoring System (HPMS).</p> <ul style="list-style-type: none"> • Comply with MTC's Complete Streets Policy and Complete Streets Checklist requirements, both of which are currently being updated as part of the Regional Active Transportation Plan update. 	
<p>Project nomination and selection process** <i>County and Local Program</i></p>	<ul style="list-style-type: none"> • MTC will initiate a regionwide call for projects process. • County Transportation Agencies (CTAs) will develop initial project screening and prioritization processes, and MTC will review/accept each proposed approach. • In coordination with MTC, CTAs will assist in local outreach and an initial screening of projects within their counties to ensure projects are consistent with local and county plans and priorities. 	Clarification of roles
	<ul style="list-style-type: none"> • CTAs will be given nomination targets to guide the maximum amount of funding requests from local jurisdictions and transit operators that they can advance to MTC for project selection (calculated as 120% of the total amount available to the County & Local Program minus CTA Base Planning amounts). • Nomination targets are based, in part, on recent housing outcomes and planned growth of local jurisdictions, as these factors are recognized as necessary to promote consistency between transportation investments and the planned growth and development patterns in MTC's current RTP/SCS, <i>Plan Bay Area (PBA) 2050</i>. • Nomination targets do not imply pre-determined amounts or shares for any individual jurisdiction. However, the targets maintain the incentive provided through OBAG 1 and 2 for local jurisdictions to make progress in producing housing and committing to plan for future growth by allowing CTAs of those local jurisdictions to nominate additional funding requests to MTC for further consideration in the project selection process. 	Clarification of the role of county targets

Program Element	Program Provision	OBAG 2 Comparison
	<ul style="list-style-type: none"> MTC will select a program of projects based on initial screening and prioritization provided by the CTAs, regional considerations to promote consistency between transportation improvements and the growth and development patterns reflected in <i>PBA 2050</i>, and to advance federal performance-based programming. 	Clarification of process
CMAQ funding** <i>All programs</i>	<ul style="list-style-type: none"> MTC will complete an emissions benefits and cost effectiveness assessment on all projects prior to project selection for CMAQ funding. 	New
Equity Opportunities <i>All programs</i>	<ul style="list-style-type: none"> An equity lens will be woven throughout the OBAG 3 program. Increased investment levels for Community Based Transportation Plans (CBTPs) and Participatory Budgeting (PB) processes and dedicated funding to develop and implement projects identified by residents in Equity Priority Communities (EPCs). Call for county and local projects process will prioritize projects within EPCs or that otherwise directly benefit historically marginalized or disadvantaged populations. 	New/Expanded
Active Transportation & Safety <i>All programs</i>	<ul style="list-style-type: none"> \$200 million nationwide investment target for bicycle/pedestrian improvements and programs, including Safe Routes to School (SRTS) programs. 	New
	<ul style="list-style-type: none"> \$25 million nationwide investment target for SRTS programs and projects. 	Modified
	Align program focus areas and investments with: <ul style="list-style-type: none"> Regional Active Transportation Plan update, including implementation of the Regional Active Transportation Network. Regional Safety/Vision Zero Policy, including emphasis on safety projects identified in local safety plans or on designated High Injury Networks. 	New/Expanded
Performance-Based Programming** <i>All programs</i>	Align investments and focus areas with: <ul style="list-style-type: none"> Federal performance goal areas and measures, including roadway safety, asset management, and mode shift away from single-occupant vehicle travel. Performance outcomes of PBA 2050 strategies, including GHG reduction and affordability. 	New/Expanded

Program Element	Program Provision	OBAG 2 Comparison
Planning and programming activities <i>All programs</i>	<ul style="list-style-type: none"> • Program revenues for regional planning, programming and OBAG 3 project implementation. 	No change
	<ul style="list-style-type: none"> • Program revenues for countywide planning and programming as outlined in CTA Planning Agreements. • Continue provision that each county's base planning funding will not exceed the amount of funding programmed to projects within that county (affects Napa County). • CTAs can augment base planning amounts through the local project nomination process. 	Increased

- * Housing Element law has changed significantly in recent years, and as such, the OBAG requirements for a city or county to have a certified housing element and submit annual progress reports will be much more meaningful leading up to the OBAG 3 cycle. Compliance with Housing Element law includes the adoption of an HCD-certified Housing Element in compliance with new site inventory and Affirmatively Furthering Fair Housing (AFFH) requirements. Annual progress reports (APRs) must also meet enhanced reporting requirements for rezoning, no net loss, and projects at various stages of the entitlement process.
- ** Addresses a federal requirement in response to the corrective actions provided to MTC as part of its 2020 recertification report, or to advance performance-driven and outcome-based approach to planning and fund programming.

OBAG 3 Implementation Schedule

Dates	Implementation Action
November 2021	Initial OBAG 3 Framework Discussion at the MTC Programming and Allocations Committee (Information)
January 2022	OBAG 3 Policy & Procedures Framework Approval (MTC Resolution No. 4505)
February – April 2022	County & Local Program – Call for Projects Development <ul style="list-style-type: none"> • MTC development of program guidelines, outreach & project scoring/prioritization processes • Commission approval of program guidelines (est. March) • CTA development and adoption of local processes for call for projects, consistent with guidelines • MTC staff review and approval of local call for projects processes
March/April 2022	Regional Program – Project and Program Approval <ul style="list-style-type: none"> • Commission programming of funds to various Regional Programs
May 2022	County & Local Program – Call for Project Nominations <ul style="list-style-type: none"> • MTC releases call for project nominations to CTAs
September 2022	County & Local Program – Project Nominations Deadline <ul style="list-style-type: none"> • CTAs submit prioritized nominations to MTC (120% the county investment target)
October – December 2022	County & Local Program – Regional Project Evaluation & Project Prioritization <ul style="list-style-type: none"> • MTC evaluation of nominations • CMAQ emissions benefits & cost effectiveness (for eligible projects) • MTC & CTA discussions of preliminary staff recommendation
October 1, 2022	First year of OBAG 3 funding availability for ongoing planning and programming activities, Regional Programs
January 2023	County & Local Program – MTC Project Selection <ul style="list-style-type: none"> • MTC staff recommendations for Commission consideration & approval • Programming of County & Local Program projects into 2023 TIP (est. February 2023)
October 1, 2023	First year of OBAG 3 funding availability for County & Local Program projects

Date: January 26, 2022
W.I.: 1512
Referred by: Programming and Allocations (PAC)
Revised:

ABSTRACT

Resolution No. 4505

Adoption of the project selection and programming policies for the third round of the One Bay Area Grant program (OBAG 3). The project selection and programming policies contain the project categories that are to be funded with various fund sources, including federal surface transportation act funding assigned to MTC for programming, to implement the Regional Transportation Plan (*Plan Bay Area 2050*) and to be included in the federal Transportation Improvement Program (TIP) for the OBAG 3 funding delivery period.

The resolution includes the following attachments:

- Attachment A – OBAG 3 Project Selection and Programming Policies
- Attachment B – OBAG 3 Project Lists

With the adoption of the project selection and programming policies, Attachments B-1 and B-2 program \$8,300,000 to Regional Planning Activities, \$37,200,000 for OBAG 3 Program and Project Implementation, and \$4,000,000 for Program and Project Implementation for transit transformation activities within the Planning and Program Implementation Regional Program; and \$35,157,000 for CTA Planning Activities within the Planning and Program Implementation County & Local Program.

Date: January 26, 2022
W.I.: 1512
Referred By: Programming and Allocations (PAC)

RE: One Bay Area Grant Program (OBAG 3) Project Selection and Programming Policies

METROPOLITAN TRANSPORTATION COMMISSION
RESOLUTION NO. 4505

WHEREAS, the Metropolitan Transportation Commission (MTC) is the Regional Transportation Planning Agency (RTPA) for the San Francisco Bay Area pursuant to Government Code Section 66500 *et seq.*; and

WHEREAS, MTC is the designated Metropolitan Planning Organization (MPO) for the nine-county San Francisco Bay Area region and is required to prepare and endorse a Transportation Improvement Program (TIP) which includes federal funds; and

WHEREAS, MTC, as the RTPA/MPO for the San Francisco Bay Area, is assigned programming and project selection responsibilities for certain state and federal funds; and

WHEREAS, state and federal funds assigned for RTPA/MPO programming discretion are subject to availability and must be used within prescribed funding deadlines; and

WHEREAS, the California Department of Transportation (Caltrans) Obligation Authority (OA) Management Policy allows RTPAs and MPOs to exchange regional Surface Transportation Block Grant Program (STP), Congestion Mitigation and Air Quality Improvement Program (CMAQ), and other federal funds assigned to the RTPA or MPO with Caltrans and other regions, when a region or Caltrans-managed local program has excess or insufficient apportionment available to deliver its annual federal program; and

WHEREAS, Title 23 CFR § 630, Subpart G, allows the advancement of federal-aid projects and expenditure of eligible costs prior to the obligation of funds (referred to as “Advance Construction” or “AC”) with reimbursement of eligible expenditures permitted following conversion of the AC to a regular obligation; and

WHEREAS, MTC, in cooperation with transit operators, Caltrans, the Bay Area Air Quality Management District (BAAQMD), Bay Area County Transportation Agencies (CTAs),

counties, cities, and interested stakeholders, has developed policies and procedures to be used in the selection of projects to be funded with various funding including regional federal funds as set forth in Attachments A and B of this Resolution, incorporated herein as though set forth at length; and

WHEREAS, using the policies set forth in Attachment A of this Resolution, MTC, in cooperation with the Bay Area Partnership and interested stakeholders, will develop a program of projects to be funded with these funds for inclusion in the federal TIP, as set forth in Attachment B of this Resolution, incorporated herein as though set forth at length; and

WHEREAS the federal TIP and subsequent TIP revisions and updates are subject to public review and comment; now therefore be it

RESOLVED that MTC approves the “Project Selection and Programming Policies” for projects to be funded in the OBAG 3 program as set forth in Attachments A and B of this Resolution; and be it further

RESOLVED that the funds assigned to MTC as the RTPA/MPO for programming and project selection shall be pooled and distributed on a regional basis for implementation of project selection criteria, policies, procedures, and programming, consistent with implementation of the Regional Transportation Plan (RTP); and be it further

RESOLVED that the projects will be included in the federal TIP subject to final federal approval and requirements; and be it further

RESOLVED that the Executive Director or designee may make technical adjustments and other non-substantial revisions, including changes to project sponsor, updates to fund sources and distributions to reflect final funding criteria and availability; and be it further

RESOLVED that the Executive Director or designee is authorized to revise Attachment B as necessary to reflect the programming of projects as the projects are selected, revised, and included in the federal TIP; and be it further

RESOLVED that the Executive Director or designee is authorized to execute Advance Construction (AC) Authorizations with Caltrans and/or the Federal Highway Administration

(FHWA) for federal projects sponsored or implemented by the Metropolitan Transportation Commission; and be it further

RESOLVED that the Executive Director or designee is authorized to execute agreements and Letters/Memorandums of Understanding with Caltrans and other MPOs and RTPAs for the exchange of regional Surface Transportation Block Grant Program (STP) and Congestion Mitigation and Air Quality Improvement Program (CMAQ) and other federal funds assigned to MTC for programming discretion, consistent with Caltrans' Obligation Authority (OA) Management Policy; and be it further

RESOLVED that the Executive Director or designee shall make available a copy of this resolution, and attachments as may be required and appropriate.

METROPOLITAN TRANSPORTATION COMMISSION

Alfredo Pedroza, Chair

The above resolution was entered into
by the Metropolitan Transportation
Commission at the regular meeting
of the Commission, on January 26, 2022

Date: January 26, 2022
W.E.: 1512
Referred by: PAC
Revised:

Attachment A
Resolution No. 4505

One Bay Area Grant (OBAG 3) Program

Project Selection and Programming Policies

One Bay Area Grant (OBAG 3) Program
Project Selection and Programming Policies

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Appendices

Appendix A-1 County & Local Program Call for Projects Guidelines (pending)

Appendix A-2 CTA and Local Jurisdiction Compliance Checklist (pending)

The One Bay Area Grant Program (OBAG 3) establishes the policy framework and commitments for investing federal Surface Transportation Block Grant Program (STP) and Congestion Mitigation and Air Quality Improvement Program (CMAQ) funds for a four-year period covering federal fiscal year (FY) 2022-23 through FY 2025-26. Attachment A outlines the OBAG 3 program principles and objectives, revenue estimates, program architecture, and programming policies. Attachment B details the projects, funding amounts, and project sponsors, as they are approved by the Commission.

Background

The Commission adopted the inaugural One Bay Area Grant Program (OBAG 1) in May 2012 (MTC Resolution 4035) to better integrate the region's federal transportation program with its Sustainable Communities Strategy (SCS). Pursuant to SB 375 (Steinberg 2008), the SCS aligns regional transportation planning with land use and housing in order to meet state greenhouse gas reduction targets. Since 2013, MTC and ABAG have jointly adopted a SCS along with MTC's long-range Regional Transportation Plan (RTP) every four years, with the documents collectively known as *Plan Bay Area*.

The OBAG 1 program established a framework for leveraging discretionary federal highway funding to support the implementation of *Plan Bay Area* by focusing transportation investments in Priority Development Areas (PDAs) and in jurisdictions producing and planning for new housing under the Regional Housing Needs Allocation (RHNA) process, among other strategies. The framework also consolidated funding sources and increased local agency flexibility to advance priority projects. OBAG 1 programming covered the five-year period from FY 2012-13 through FY 2016-17. Following the initial success of OBAG 1, the Commission adopted OBAG 2 in November 2015 (MTC Resolution 4202) with a similar framework and supporting policies. OBAG 2 programming covered the five-year period from FY 2017-18 through FY 2021-22.

In keeping with prior cycles, the proposed OBAG 3 framework is designed to advance the implementation of the region's latest RTP and SCS, *Plan Bay Area 2050*, adopted in October 2021.

Program Principles

The following principles, established through Commission direction and stakeholder input, guided the development of the OBAG 3 program and policies:

- **Preserve effective program features from prior OBAG cycles to support regional objectives.** Key aspects of the prior cycles are preserved under the proposed OBAG 3 County & Local Program, including concentrating transportation investments within PDAs, incorporating housing factors into the project prioritization process, and local jurisdiction policy requirements. Partnership with County Transportation Agencies (CTAs) to identify local community-based projects for funding that are consistent with regional goals is also continued.
- **Strategically advance *Plan Bay Area 2050* implementation through OBAG investments and policies.** As with OBAG 1 and 2, the primary objective of the OBAG 3 program, both the in the Regional and County & Local components, is to support the interconnected strategies of the RTP and SCS. With the adoption of *Plan Bay Area 2050*, OBAG 3 reflects new and updated implementation strategies as well as new Growth Geographies.

- **Incorporate recent MTC policy initiatives and adapt to the current mobility landscape.** In the years following the adoption of OBAG 2, MTC has undertaken several major policy initiatives which were taken into consideration in the development of OBAG 3. These policy actions include adoption of the MTC Equity Platform, Regional Safety/Vision Zero Policy, and Express Lanes Strategic Plan, and completion of the Transit Transformation Action Plan. In addition, the OBAG 3 program takes into account sustainable staffing levels necessary to implement continued and new initiatives.
- **Advance equity and safety through policies and investments.** Building off the principles of the MTC Equity Platform, the OBAG 3 framework integrates cross-cutting equity considerations into each of its proposed program areas. In addition, while the program requirements stop short of mandating local Vision Zero policies, jurisdictions will be required to adopt Local Road Safety Plans (or equivalent safety plans), and priority will be given to funding projects that align with and support these plans. OBAG 3 also significantly increases funding levels for Healthy, Safe, and Sustainable Streets projects and implementation of projects in Equity Priority Communities that have been prioritized through Community-Based Transportation Plans or Participatory Budgeting processes.
- **Address federal planning and programming requirements.** As the federally-designated Metropolitan Planning Organization (MPO) for the Bay Area, MTC is responsible for regional transportation planning and programming efforts, including performance-based requirements. OBAG 3 documents and clarifies MTC's roles and responsibilities for programming STP and CMAQ funding, including the areas of project selection and funding distribution processes, and the prioritization process for CMAQ funds.
- **Coordinate with complementary fund sources to develop a comprehensive regional investment strategy.** Recognizing that STP and CMAQ funds constitute a relatively limited proportion of the total transportation funding available to the region, the OBAG 3 program is designed in coordination with other complementary existing and anticipated fund sources to implement the ambitious strategies laid out in *Plan Bay Area 2050*.
- **Emphasize a shared, partnership approach to program implementation.** OBAG 3 preserves and continues to build upon the robust partnerships with CTAs, transit agencies, Caltrans, and local jurisdictions established through prior programming cycles. The program architecture and policies recognize and uphold local expertise in project development and prioritization, while providing a framework for all stakeholders to work together to advance shared regional priorities.

Revenue Estimates

OBAG 3 programming capacity is based on anticipated federal transportation program apportionments from the regional Surface Transportation Block Grant (STP) and Congestion Mitigation and Air Quality Improvement (CMAQ) programs for a four-year period covering FY 2022-23 through FY 2025-26.

Over the four year OBAG 3 period, \$750 million in STP/CMAQ programming capacity is estimated. Additional STP/CMAQ apportionments beyond that amount are anticipated from the recently enacted Infrastructure Investment and Jobs Act (IIJA). When actual STP/CMAQ apportionments from IIJA are made available, or if additional federal programs are authorized or appropriated during the OBAG 3 period, the Commission may adjust the programming capacity accordingly. Such adjustments include increasing or decreasing funding amounts to one or more programs, postponement of projects, expansion of existing programs, development of new programs, or adjustments to subsequent program cycles.

As federal programs are subject to change with each federal surface transportation authorization, any reference to specific fund sources in the OBAG 3 programming resolution (i.e. STP/CMAQ) serve as a proxy for replacement or new federal fund sources for which MTC project selection and programming authority. However, MTC may elect to program replacement or new federal fund sources outside of the OBAG 3 program resolution.

OBAG 3 programming capacity is based upon apportionment rather than obligation authority. As the amount of obligation authority available to the region is less than the region's annual apportionments, there is typically a carryover balance of apportionment each year. MTC's successful project delivery in recent years has allowed the region to capture additional, unused obligation authority from other states, enabling the region to advance the delivery of additional projects each year. MTC staff will continue to monitor apportionment and obligation authority balances throughout the OBAG 3 period to support the accelerated delivery of programmed projects.

Program Categories

The OBAG 3 program categories carry forward elements from previous OBAG cycles, reorganized for clarity and refined to more closely align with *Plan Bay Area 2050* strategies, advance regional goals for equity and safety, and address federal performance-based programming requirements. These revised categories further integrate the Regional Programs and County & Local Programs by providing a common framework for project types and focus areas. The five OBAG 3 program areas and corresponding objectives are as follows:

- **Planning & Program Implementation:** Carry out coordinated regional and countywide planning and programming activities within MTC's performance-based planning and programming processes, consistent with federal requirements and regional policies. Additionally, commit staffing resources necessary to deliver OBAG 3 projects and programs.
- **Growth Framework Implementation:** Support and assist with local efforts to create a range of housing options in PDAs, select Transit-Rich Areas (TRAs), and select High-Resource Areas (HRAs), and carry out other regional studies, programs, and pilots to advance the *Plan Bay Area 2050* growth framework.
- **Climate, Conservation, and Resilience:** Reduce emissions and solo vehicle trips through accelerated electrification and clean vehicle programs and expanded transportation demand management programs. Additionally, protect high-priority natural and agricultural

lands; modernize and expand access to parks, trails, and recreation facilities; and increase transportation system resiliency to the impacts of climate change.

- **Complete Streets and Community Choice:** Improve and maintain local streets and roads to meet the needs of all users while improving safety, promoting walking, biking and other micro-mobility, and sustainable infrastructure. In addition, support community-led planning efforts and assist with the development and advancement of community-led transportation enhancements in Equity Priority Communities (EPCs).
- **Multimodal Systems Operations and Performance:** Support and coordinate efforts to achieve an integrated, efficient, reliable, and easy to navigate public transit network to increase ridership and improve mobility options consistent with the Transit Transformative Action Plan recommendations. Additionally, continue to optimize existing freeways, highways, key arterials, and communications infrastructure to maximize person throughput and multimodal system performance.

Similar to previous OBAG cycles, the OBAG 3 program structure is divided into Regional and County & Local components, with the latter programs comprising of projects selected by MTC and nominated by CTAs through a unified call for projects process. Both the Regional and County & Local programs are organized around the five categories listed above.

REGIONAL PROGRAMS

OBAG 3 directs 50% of available program funds towards regional investments that are targeted to address critical climate and focused growth goals of *Plan Bay Area 2050*, and coordinate and deploy strategies that are best suited for regional implementation. As specific regional projects and programs are approved by the Commission for funding, they will be added to Attachment B-1.

Planning & Program Implementation

The Planning & Program Implementation program supports a variety of regional planning, programming, and outreach activities to implement *Plan Bay Area 2050* and comply with performance-based planning and programming requirements. This program category also includes dedicated resources and staffing support to deliver OBAG 3 projects and programs.

Growth Framework Implementation

The purpose of this program is to support and assist local efforts to create a range of housing options that align with *Plan Bay Area 2050* growth geographies, with a focus on completing plans for all existing PDAs by 2025. Funding from this program will provide capacity-enhancing support for local jurisdictions through the PDA Planning and Technical Assistance Grant program and the Regional Housing Technical Assistance program. These funds will also support implementation of MTC's Transit Oriented Development (TOD) Policy, or its successor, to ensure land use supports future transit investments. In addition, this program may fund regional land-use studies, programs, and pilot projects identified in *Plan Bay Area 2050 Implementation Plan*. Such studies could include redevelopment of malls and office parks, reuse of public and community-owned land, or a Priority Production Area (PPA) pilot program.

Climate, Conservation, and Resilience

Funding from this program supports a suite of interconnected objectives, including reduced vehicle emissions through accelerated electrification and transportation demand management, protection of high-priority natural and agricultural lands, expanded access to parks and open space, and increased resiliency of the transportation system to the impacts of climate change. These goals align with regional transportation and environmental strategies outlined in *Plan Bay Area 2050*.

Within the Regional Program, this category includes expanded investments to accelerate electrification, as well as a variety of emission reduction strategies and transportation demand management programs. Programs may include Mobility Hubs, Targeted Transportation Alternatives, car sharing, bikeshare and e-bike incentives; carpool programs; Commuter Benefits Program and targeted commuter programs; and assistance for the development of local demand management policies and programs.

The regional Priority Conservation Area (PCA) program provides grant funding for critical conservation and open space projects. Grants will be available to support the implementation of the updated PCA framework (currently underway).

This program category also includes a new regional resilience and sea level rise pilot to support the protection of vulnerable transportation assets from sea level rise and other climate impacts.

Complete Streets and Community Choice

This program is intended to improve and maintain local streets and roads to meet the needs of all users while increasing safety, with an emphasis on supporting the development and advancement of community-led transportation enhancements in EPCs.

Regional Program funding in this program category will implement recommendations of the Regional Active Transportation Plan, or its successor, including compliance with the Regional Complete Streets Policy and the implementation of the Regional Active Transportation Network. The program also continues technical assistance programs, and supports completion of key Bay Trail gaps. The program will also advance the Regional Safety/Vision Zero Policy, including support for the Regional Integrated Safety Data System and other regional safety initiatives, coordination efforts, and technical assistance. Ongoing regional programs that support local streets and roads asset management, including StreetSaver, StreetSaver Plus, and the Pavement Technical Assistance Program, are broadened to include upgrades to local roadway asset inventories to support complete streets and safety strategies, as well as encouraging green infrastructure, where possible.

Funding in this program category will also support increased regional investment in Community-Based Transportation Plans (CBTPs) and Participatory Budgeting (PB) processes, and provide a dedicated source of funding for the acceleration and delivery of projects identified through community plans and participatory budgeting efforts.

Multimodal Systems Operations and Performance

The purpose of this program is to improve mobility options across the Bay Area's multimodal transportation system and emphasizes achieving an integrated, efficient, reliable, and easy to navigate public transit network to increase ridership and improve mobility options.

Regional Program funding in this program category supports implementation of near-term priorities identified through the Blue Ribbon Transit Transformation Action Plan, as well as planning, design, and implementation of near-term operational improvements, incident management, and deployment of regional fiber communications infrastructure on the region's existing freeways and highways. Regional projects and programs to be funded include Bay Area Forwards, transit priority improvements, and additional freeway and arterial operational improvements.

COUNTY & LOCAL PROGRAMS

OBAG 3 directs the remaining 50% of available funding for local and county projects prioritized through a call for projects process selected by MTC. Local jurisdictions, transit agencies, and CTAs may apply for these funds for a variety of project types and program categories described below. As specific projects and programs are approved by the Commission for funding within the County & Local Program, they will be added to Attachment B-2.

Planning & Program Implementation

Similar to prior cycles, OBAG 3 provides dedicated funding within the County & Local Program to support planning and programming activities throughout the nine Bay Area counties. Administered by MTC through funding agreements with each CTA, these funds are used to cooperatively implement *Plan Bay Area 2050* and associated regional policies, development of countywide transportation plans, outreach activities, and the advancement of additional plans and projects as determined by MTC. CTAs may request additional funding to augment these base funding levels for countywide planning and programming through the call for projects process.

Growth Framework Implementation

The OBAG 3 County & Local Program continues to focus investments in PDAs through investment thresholds.

- **PDA Minimum Investments:** In the Bay Area's most populous counties (Alameda, Contra Costa, San Mateo, San Francisco, and Santa Clara), a minimum of 70% of County & Local Program investments must be directed to PDAs. In the remaining counties (Marin, Napa, Solano, and Sonoma), a minimum of 50% in County & Local Program investments must be directed to PDAs. Funds programmed for CTA planning and programming activities are given partial credit towards each county's minimum investment threshold calculations (70% or 50%, in line with each county's minimum threshold).
- **Uniform Definition for PDA Supportive Projects:** To be credited towards each county's PDA minimum investment threshold, a project must be located within or connected to a PDA, or be within one mile of a PDA boundary. Projects that are not physically located within one mile of a PDA but have a clear and direct connection to PDA implementation, such as transit maintenance facility improvements, may also be credited towards the PDA minimum investment thresholds. Determinations for such projects will be provided by MTC staff on a case by case basis.

- **Housing Element:** Cities and counties must have a general plan housing element adopted and certified by the California Department of Housing and Community Development (HCD) for the 2023-2031 Regional Housing Needs Allocation (RHNA) to maintain eligibility for County & Local Program funding. Projects that are awarded funding to a jurisdiction through the call for projects process will not be programmed into the TIP until the jurisdiction's housing element has been certified. After December 31, 2023, MTC will deprogram County & Local Program funds awarded to jurisdictions that do not yet have a certified housing element. After this date, MTC, in coordination with CTAs, will reprogram these funds to projects located in compliant jurisdictions.

Additionally, jurisdictions must submit Housing Element Annual Reports to HCD by April 1 every year throughout the OBAG 3 program period to maintain funding eligibility.

- **State Housing Laws:** To maintain funding eligibility, all cities and counties must demonstrate compliance with state housing laws related to surplus lands, accessory dwelling units, density bonuses, and the Housing Accountability Act. Jurisdictions are required to self-certify compliance with the first three elements (state housing laws related to surplus lands, accessory dwelling units, and density bonuses) through a local resolution. Projects that are awarded funding to a jurisdiction through the call for projects process will not be programmed into the TIP until such a resolution is adopted. After December 31, 2023, MTC will deprogram County & Local Program funds awarded to jurisdictions that have not yet adopted a resolution affirming compliance. After this date, MTC, in coordination with CTAs, will reprogram these funds to projects located in compliant jurisdictions. Self-certification resolutions must be adopted by local jurisdictions and submitted to MTC by December 31, 2023 to maintain eligibility for County & Local Program funding.

Compliance with the Housing Accountability Act is an ongoing program requirement, which may be monitored by MTC staff as appropriate. MTC may deprogram County & Local Program funds awarded to a jurisdiction that it determines to be out of compliance with the Housing Accountability Act.

In addition to focusing investments in PDAs, the County & Local Program supports mobility and access projects that serve additional *Plan Bay Area 2050* growth geographies, such as select TRAs and HRAs. Eligible projects in these growth areas will also be given consideration through the call for projects process.

Eligible project types for the County & Local Program that directly support the Growth Framework Implementation program category include:

- Local PDA Planning grants (in addition to those funded through the Regional Program)
- Local planning grants for other new *PBA 2050* Growth Geographies

Climate, Conservation, and Resilience

The County & Local Program supports regional coordination in the Climate, Conservation, and Resilience program category by identifying and funding additional local projects to achieve the interconnected goals to reduce emissions, protect and improve access to priority open spaces, and increase transportation system resiliency through the call for projects process.

Eligible project types for the County & Local Program that fall within the Climate, Conservation, and Resilience program category include:

- Transportation demand management programs
- Mobility Hub planning and implementation
- Parking reduction and curb management programs
- Car share and bike share capital projects
- Plans and projects to assist in the preservation and enhancement of open space, natural resource and agricultural lands, and critical habitats (may require non-federal funds)
- Bicycle and pedestrian access to open space and parklands
- Regional Advance Mitigation Planning (RAMP) planning activities and implementation (may require non-federal funds)

Complete Streets and Community Choice

The County & Local Program plays a critical role in meeting the objectives of Complete Streets and Community Choice by funding local improvements to local streets and roads to improve safety and meet the mobility needs of all users, as well as advancing transportation enhancements that have been vetted and prioritized by residents of Equity Priority Communities.

- **Active Transportation Investment Target:** OBAG 3 establishes a regionwide target of \$200 million for active transportation projects, including bicycle, pedestrian, and Safe Routes to School (SRTS) programs and projects. Bicycle and pedestrian elements included on projects that are not solely focused on active transportation (such as sidewalk or bike lane improvements included in a local road preservation project) also contribute to this regionwide investment target.
- **SRTS Investment Target:** OBAG 3 carries forward ongoing commitments to SRTS programming, by establishing a \$25 million regionwide target for SRTS programs and projects.
- **Complete Streets Policy:** Jurisdictions must comply with MTC's Complete Streets Policy, and its successor, including the requirement to complete a Complete Streets Checklist for each project applying for OBAG 3 funding. As part of the County & Local Program call for projects, CTAs are required to make completed project checklists available to their Bicycle and Pedestrian Advisory Committee (BPAC) for review prior to the CTA's nomination of prioritized projects to MTC.
- **Regional Safety/Vision Zero Policy:** Starting with California Highway Safety Improvement Program (HSIP) Cycle 11, jurisdictions are required to have a Local Roadway Safety Plan (LRSP) or equivalent safety plan in order to be eligible for HSIP funding. Consistent with this

state requirement, local jurisdictions must have a LRSP or equivalent safety plan adopted in order to maintain eligibility for County & Local Program funding. Projects that are awarded funding to a jurisdiction through the call for projects process will not be programmed into the TIP until the jurisdiction has a LRSP or equivalent safety plan completed or underway. After December 31, 2023, MTC will deprogram County & Local Program funds awarded to jurisdictions that do not yet have a completed LRSP or equivalent safety plan. After this date, MTC, in coordination with CTAs, will reprogram these funds to projects located in compliant jurisdictions. Jurisdictions OBAG 3 funds may be used to complete an LRSP or equivalent safety plan.

- **Pavement Management Program:** To maintain County & Local Program funding, jurisdictions with local public streets and roads, must:
 - Maintain a certified Pavement Management Program (StreetSaver® or equivalent) updated as prescribed by MTC staff
 - Fully participate in statewide local streets and road needs assessment surveys (including any assigned funding contribution)
 - Provide traffic count data to MTC to support FHWA's Highway Performance Monitoring System (HPMS) on an annual basis, or as directed by MTC staff

Eligible project types for the County & Local Program that align with the Complete Streets and Community Choice program category include:

- Bicycle and pedestrian improvements and programs
- SRTS projects and programs
- Safety projects, local road safety plans (LRSP), and Vision Zero planning activities
- Complete streets and sustainable streets improvements
- Streetscape projects to encourage biking, walking, and transit use
- Example project elements include bulb outs, sidewalk widening, crosswalk enhancements, audible signal modification, mid-block crossing and signals, new striping for bicycle lanes and road diets, pedestrian street lighting, medians, pedestrian refuges, wayfinding signage, tree grates, bollards, permanent bicycle racks, signal modification for bicycle detection, street trees, raised planters, planters, costs associated with on-site storm water management, permeable paving, and pedestrian-scaled street furniture including bus shelters, benches, magazine racks, and garbage and recycling bins.
- Local streets and roads preservation projects on the federal-aid system. Projects should be based on a needs analysis from the jurisdiction's Pavement Management Program:
 - Pavement rehabilitation projects must be consistent with segments recommended for treatment within the programming cycle by the jurisdiction's PMP. Preventive maintenance projects with a PCI rating of 70 or above are eligible only if the jurisdiction's PMP demonstrates that the preventive maintenance strategy is a cost-effective method of extending the service life of the pavement.
 - Eligible non-pavement activities include rehabilitation or replacement of existing features on the roadway facility, such as bridge structures, storm drains, National Pollutant Discharge Elimination System (NPDES), curbs, gutters, culverts, medians, guardrails, safety features, signals, signage, sidewalks, ramps, complete streets elements, and features that bring the facility to current standards.

(Continued)

- Federal Aid Secondary (FAS) rural road improvements are eligible for the following five counties: Alameda, Contra Costa, Santa Clara, Solano, and Sonoma. The counties of Marin, Napa, and San Mateo receive FAS funding from Caltrans as “off the top amounts” prior to distributing regional STP amounts to MTC. San Francisco County is not eligible for FAS funding, as it does not have rural roads. FAS funding amounts for eligible counties are determined by California’s Federal-Aid Secondary Highways Act (California Code § 2200-2214).
- Projects and programs prioritized in CBTPs and PB processes, which may include any of the above project types and project elements, as well as a variety of transit capital improvements.
- Community-based transportation plans or participatory budgeting processes in Equity Priority Communities (in addition to CBTP and PB processes administered through the Regional Programs)

Multimodal Systems Operations and Performance

The County & Local Program can support regional coordination and implementation the Multimodal Systems Operations and Performance program category by funding additional local projects to improve mobility options and performance of the Bay Area’s existing multimodal transportation system, particularly on arterials and along fixed-route transit; or by nominating County & Local Program funds to match or augment Regional Program funds for these types of projects.

Eligible project types for the County & Local Program within the Multimodal Systems Operations and Performance program category include:

- Transit capital improvements, including vehicles for new or expanded service
- Transit station improvements such as plazas, station access improvements, bicycle parking, and replacement parking or parking management for Transit Oriented Development (TOD)
- Local actions to advance implementation of the Transit Transformation Action Plan
- Cost-effective, technology-driven active operational management strategies for local arterials and highways (for highways, when used to augment state or federal funds and developed/implemented in coordination with MTC)
- Mobility management and coordination projects that meet the specific needs of seniors and individuals with disabilities and enhance transportation access for populations beyond those served by one agency or organization within a community. Examples include the integration and coordination of services for individuals with disabilities, seniors, and low-income individuals; individualized travel training and trip planning activities; development and operation of one-stop transportation traveler call centers to coordinate transportation information on all travel modes and to manage eligibility requirements and arrangements for customers among supporting programs; and the operation of transportation brokerages to coordinate providers, funding agencies, and passengers.

Activities *not eligible* for funding include: air quality non-exempt projects, new roadways, roadway extensions, right of way acquisition for future expansion, operations, and routine maintenance.

Project Lists

Attachment B of Resolution 4505 contains the list of projects to be programmed under the OBAG 3 program. Attachments B-1 and B-2 list the projects receiving OBAG 3 funding through the Regional Programs and County & Local Programs, respectively. The project lists are subject to MTC project selection actions. MTC will update Attachments B-1 and B-2 as projects are selected or revised by the Commission.

Programming Policies

GENERAL POLICIES

The following programming policies apply to all projects funded in OBAG 3:

- 1. RTP Consistency:** Projects funded through OBAG 3 must be consistent with the adopted Regional Transportation Plan (RTP), currently *Plan Bay Area 2050*. As part of the project selection and TIP programming processes, project sponsors must identify each project's relationship with meeting the goals and objectives of the RTP, including the specific RTP ID number or reference. RTP consistency will be verified by MTC staff for all OBAG 3 projects as part of the project selection and TIP programming processes.
- 2. Federal Fund Eligibility:** Projects must be eligible for STP or CMAQ funds in order to be selected for OBAG 3 programming of those fund sources. However, eligibility for STP or CMAQ alone does not guarantee eligibility for funding through the OBAG 3 program. Projects must meet all program requirements and project selection criteria to be eligible for OBAG 3 funds.
 - STP is a flexible source of federal funding, with a wide range of projects that may be considered eligible. Eligible projects include roadway and bridge improvements (construction, reconstruction, rehabilitation, resurfacing, restoration), public transit capital improvements, pedestrian and bicycle facilities and programs, highway and transit safety projects, transportation demand management, and transportation planning activities. More detailed eligibility requirements can be found in 23 U.S.C. § 133 and at: <https://www.fhwa.dot.gov/fastact/factsheets/stbgfs.cfm>.
 - CMAQ is a more targeted federal funding source for transportation projects that generate emissions reductions that benefit a nonattainment or maintenance for ozone, carbon monoxide, or particulate matter. Eligible project categories that meet this basic criteria include: Transportation Control Measures (TCMS) in an approved State Implementation Plan (SIP), transit expansion projects, transit vehicles and equipment, bicycle and pedestrian facilities and programs, travel demand management, public education and outreach activities, congestion reduction and traffic flow improvements, carpool, vanpool, and carshare programs, travel demand management, outreach and rideshare activities, telecommuting programs, and intermodal freight projects. For more detailed eligibility information, refer to 23 U.S.C. § 149 and at: http://www.fhwa.dot.gov/environment/air_quality/cmaq/policy_and_guidance/.
- 3. Air Quality Conformity:** In the Bay Area, it is the responsibility of MTC to make a regional air quality conformity determination for the TIP in accordance with federal Clean Air Act

requirements and Environmental Protection Agency (EPA) conformity regulations. MTC evaluates the impact of the TIP on regional air quality during the update of the TIP. Non-exempt projects that are not incorporated in the current finding for the TIP will not be considered for funding in the OBAG 3 program until the development of a subsequent air quality finding for the TIP. Additionally, the EPA has designated the Bay Area as a non-attainment area for fine particulate matter (PM_{2.5}). Therefore, based on consultation with the MTC Air Quality Conformity Task Force, projects deemed Projects of Air Quality Concern (POAQC) for PM_{2.5} must complete hot-spot analyses as required by the Transportation Conformity Rule. Generally, POAQC are those projects that result in significant increases in, or concentrations of, emissions from diesel vehicles.

- 4. Public Involvement.** MTC is committed to a public involvement process that is proactive and provides opportunities for continuing involvement, comprehensive information, timely public notice, and public access to key decisions. MTC provides many methods to fulfill this commitment, as outlined in the *MTC Public Participation Plan*. The Commission's adoption of the OBAG 3 project selection and programming policy meets the provisions of the *MTC Public Participation Plan*. MTC's Policy Advisory Committee and the Bay Area Partnership working groups are consulted in the development of funding commitments and policies for OBAG 3. Additional opportunities for public and stakeholder involvement will be provided throughout the OBAG 3 program period as specific programs are developed.

OBAG 3 investments must be consistent with federal Title VI requirements. Title VI prohibits discrimination on the basis of race, color, income, and national origin in programs and activities receiving federal financial assistance. Public outreach to and involvement of individuals in low income and minority communities covered under Title VI of the Civil Rights Act and the Executive Order pertaining to Environmental Justice is critical to both local and regional decisions.

Additional details on the public involvement requirements for the County & Local Program, including Title VI considerations, are provided in Appendix A-1. The current *MTC Public Participation Plan* is available online at: <https://mtc.ca.gov/about-mtc/public-participation/public-participation-plan>.

- 5. Project Selection Processes:** The OBAG 3 program categories are designed to reflect the investment priorities established in *Plan Bay Area 2050*. Within these program categories, MTC selects projects for STP and CMAQ funding that are consistent with *Plan Bay Area 2050*, and with consideration of their achievement toward regional targets of federal performance goals, and project delivery.
- 6. CMAQ Project Selection:** Additional project selection processes guide MTC's programming of CMAQ funds. MTC referred to FHWA's CMAQ Cost Effectiveness Tables (2020), emissions reductions benefits of OBAG 2 CMAQ projects, regional strategies in the Bay Area Air Quality Management District's (BAAQMD's) *Clean Air Plan*, and *Plan Bay Area 2050* air quality improvement strategies to develop CMAQ programmatic priorities for the OBAG 3 program. The CMAQ programmatic priorities to reduce emissions through vehicle miles traveled reduction include: bicycle and pedestrian facilities and programs, transit capital improvements, carpool, vanpool, rideshare, and travel demand management. CMAQ programmatic priorities to

otherwise reduce transportation emissions reductions include: alternative fuel infrastructure and programs, traffic flow improvements, and incident management. Programmatic priorities are intended to guide initial program development, and do not preclude other project types from being selected for CMAQ funds.

- **Regional Programs.** CMAQ programmatic priorities are used to develop a proposed focus for CMAQ funds within various components of the Regional Programs. All regional projects that are eligible for CMAQ funding will be assessed for emissions reductions benefits and cost effectiveness prior to CMAQ project selection.
- **County & Local Program.** As part of the call for projects process, project sponsors will provide project data necessary to assess the emissions benefits and cost effectiveness for projects eligible for CMAQ funding. These assessments will be incorporated into the prioritization and CMAQ project selection as described in Appendix A-1.

- 7. TIP Programming:** Projects approved as part of the OBAG 3 program must be amended into the federal Transportation Improvement Program (TIP). The federally-required TIP is a comprehensive listing of transportation projects that receive federal funds, are subject to a federally required action, or are regionally significant for air quality conformity or modeling purposes. OBAG 3 project funding must first be approved by the Commission through revision to the Attachment B before it can be amended into the TIP.

Once a project has been selected for funding and is programmed in Attachment B, project sponsors must submit the project information into MTC's Fund Management System (FMS) in order for the project to be amended into the TIP. Proper submittal of project information into FMS is required for inclusion into the TIP in a timely manner. Additional information on FMS is available here: <https://mtc.ca.gov/funding/fund-management-system-fms>.

- 8. Resolution of Local Support:** a Resolution of Local Support approved by the project sponsor's governing board or council and submitted in FMS. A template for the Resolution of Local Support can be downloaded from the MTC website using the following link: <https://mtc.ca.gov/funding/federal-funding/federal-highway-administration-grants/one-bay-area-grant-obag-3>.

- 9. Local Match:** Although local match requirements are subject to change, the current local match requirement for STP and CMAQ funded projects in California is 11.47% of the total project cost, with FHWA providing up to 88.53% of the total project cost through reimbursements. For capital projects, sponsors that fully fund the project development or Preliminary Engineering (PE) phase with non-federal funds may use toll credits in lieu of a match for the construction phase. For these projects, sponsors must still meet all federal requirements for the PE phase.

Per the Regional Toll Credit Policy (MTC Resolution No. 4008), MTC may use toll credits to waive the local match requirements for programs and projects of regional significance, such as ongoing regional programs and planning efforts.

- 10. Environmental Clearance:** Project sponsors are responsible for compliance with the requirements of the California Environmental Quality Act (Public Resources Code § 21000 et seq.), the State Environmental Impact Report Guidelines (14 California Code of Regulations

Section § 15000 et seq.), and the National Environmental Policy Act (42 U.S.C. § 4321 et seq.) standards and procedures for all projects with federal funds.

11. Fund Exchanges: Federal STP and CMAQ funding may be exchanged with non-federal funds for projects that are consistent with the OBAG 3 programming policy but are ineligible or poorly suited to federal funding. Development and implementation of a funding exchange is the responsibility of the project sponsors and CTAs. Exchanges must be consistent with MTC's fund exchange policy for regional discretionary funds (MTC Resolution No. 3331), which also requires the locally-funded project to be included in the TIP for tracking purposes.

12. Regional STP/CMAQ Exchanges: State and federal timely use funds provisions, such as Sections 182.6 and 182.7 of the State Streets and Highways Code, require federal apportionment to be obligated within three years of federal eligibility. If a region of the state is unable to fully obligate their lapsing STP or CMAQ balances in a given year, another region in the state can enter into temporary exchange agreements to obligate the older, unused STP or CMAQ balances in exchange for an equal amount of future year STP or CMAQ funds. Such exchanges benefit both regions by avoiding the loss of funds in one region, while another region can advance projects that may be stalled due to a lack of eligible funding.

To facilitate such exchanges, the MTC Executive Director or designee is authorized to sign letters of understanding with Caltrans and other regions for the exchange of STP or CMAQ funds with the following conditions and limitations:

- The exchange does not negatively impact the delivery of Bay Area STP/CMAQ projects.
- The exchange is a dollar for dollar exchange.
- The exchange is allowed under Caltrans' obligation authority management policy.
- Exchanges over \$2 million are reported to a standing Committee of the Commission for information.
- The Letter of Understanding can be executed in time for the MTC to secure the funds prior to any lapse or rescission.
- If any timely use of funds deadlines or Caltrans processes are not met in time and therefore result in the loss of apportionment balance, MTC's apportionment shall not be negatively affected and the Letter of Understanding is null and void.

Exchanges beyond these conditions and limitations may be approved by a standing Committee of the Commission.

13. Advanced Construction: When certain federal funds are not available for obligation due to an insufficient balance of apportionment or obligation authority project sponsors may request authorization from FHWA and Caltrans to proceed with the project under advance construction (AC) procedures. AC procedures allow FHWA to authorize work to begin on a project without obligating federal funds. Project sponsors given the federal authorization to proceed with a project under AC procedures use local funds to perform work eligible for future federal reimbursement. Once federal apportionment or obligation authority becomes available, the sponsor may then seek to covert the amount authorized through AC into a real obligation of federal funds.

AC procedures streamline the delivery of federal projects and programs by allowing projects to proceed when current year apportionments or obligation authority has run out, and enables the region and the state to better manage the use of obligation authority for large projects.

To facilitate AC procedures on regional projects, the MTC Executive Director or designee, in consultation with the Chief Financial Officer, is authorized to execute AC authorizations with Caltrans and/or FHWA for federal projects sponsored or implemented by MTC, with the following conditions and limitations:

- The agency must have sufficient local funds to pay for all project costs until the federal funds become available.
- The project must comply with all federal requirements including programming in the TIP.
- The federal authorization date establishes the start date for performance federally-reimbursable work.

14. Regional Fund Management: OBAG 3 funding is available in federal fiscal years (FY) 2022-23 through FY 2025-26. Funds may be programmed in any of these years, conditioned upon the availability of federal apportionment and obligation authority (OA), and subject to TIP financial constraint requirements. In addition, in order to provide uninterrupted funding to ongoing efforts and to provide more time to prepare for the effective delivery of capital projects, priority of funding for the first year of programming apportionment (FY 2022-23) will be provided to ongoing programs, such as regional and CTA planning activities, non-infrastructure projects and programs, and the preliminary engineering phase of capital projects.

Specific programming timelines will be determined through the development of the Annual Obligation Plan, which is developed by MTC staff in collaboration with the Bay Area Partnership technical working groups and project sponsors.

OBAG 3 projects are selected for funding based on program and fund source eligibility, project merit to achieve program objectives, and deliverability within established deadlines.

The OBAG 3 program funding is composed of approximately 60% STP and 40% CMAQ funding. MTC will select projects throughout the nine-county Bay Area based on the established project selection criteria and programming policies. STP and CMAQ funds will be assigned to specific projects as part of the project selection process. The amount of STP or CMAQ in any one program, or in the case of the County & Local Program in any one county, will be determined as part of the project selection process. Following the initial project selection and fund assignment process, MTC may re-assign fund sources to reflect available apportionment or obligation authority, or to otherwise effectively manage regional STP and CMAQ funds.

All OBAG 3 programming amounts must be rounded to the nearest thousand.

All project savings are returned to MTC for future programming, and are not retained by the project sponsor or county.

15. Project Delivery Policy: Once programmed in the TIP, the funds must be obligated by FHWA or transferred to the Federal Transit Administration (FTA) within the federal fiscal year the funds

are programmed in the TIP. Additionally, all OBAG 3 funds must be obligated no later than January 31, 2027.

Project sponsors are responsible for securing necessary matching funds and for cost increases or additional funding needed to complete the project.

Obligation deadlines, project substitutions and redirection of project savings will continue to be governed by the MTC Regional Project Funding Delivery Policy (MTC Resolution No. 3606 and any subsequent revisions). All funds are subject to obligation, award, invoicing, reimbursement and project close-out requirements. The failure to meet these deadlines may result in the de-programming and redirection of funds to other projects.

To further facilitate project delivery and ensure all federal funds in the region are meeting federal and state regulations and deadlines, every recipient of OBAG 3 funding is required to identify and maintain a staff position that serves as the single point of contact (SPOC) for the implementation of all FHWA-administered funds within that agency. The person in this position must have sufficient knowledge and expertise in the federal-aid delivery process to coordinate issues and questions that may arise from project inception to project close-out. The agency is required to identify the contact information for this position at the time of programming of funds in the TIP, and to notify MTC immediately when the position contact has changed. This person will be expected to work closely with FHWA, Caltrans, MTC, and the respective CTA on all issues related to federal funding for all FHWA-funded projects implemented by the recipient.

Project sponsors that continue to miss delivery milestones and funding deadlines for any federal funds are required to prepare and update a delivery status report on all projects with FHWA-administered funds they manage, and participate, if requested, in a consultation meeting with the CTA, MTC, and Caltrans prior to MTC approving future programming or including any funding revisions for the agency in the TIP. The purpose of the status report and consultation is to ensure the local public agency has the resources and technical capacity to deliver FHWA federal-aid projects, is fully aware of the required delivery deadlines, and has developed a delivery timeline that takes into consideration the requirements and lead-time of the federal-aid process within available resources.

COUNTY & LOCAL PROGRAM POLICIES

In addition to the general programming policies, the following policies also apply to all projects selected for funding in the County & Local Program.

- 1. Minimum Grant Size:** Projects must be a minimum of \$500,000 for counties with a population over 1 million (Alameda, Contra Costa, and Santa Clara counties) and \$250,000 for counties with a population under one million (Marin, Napa, San Francisco, San Mateo, Solano, and Sonoma counties). The purpose of grant minimum requirements is to maximize the efficient use of federal funds and minimize the number of federal-aid projects which place administrative burdens on project sponsors, CTAs, MTC, Caltrans, and Federal Highway Administration (FHWA) staff.

On a case by case basis, MTC may program a grant award that is below the county minimum, but no less than \$150,000. These exceptions are subject to MTC staff discretion,

but may be limited to non-infrastructure projects, safety projects, or projects that are already federalized.

2. Project Selection Process: MTC selects project in the County & Local Program through a competitive call for projects process, administered by MTC in coordination with the CTAs. In early 2022, MTC will develop and approve the call for projects guidelines (Appendix A-1) prior to releasing a regionwide call for local and county project nominations. In coordination with MTC, CTAs will assist with local agency outreach, public engagement, and initial project screening and evaluation. Following this initial process, CTAs will submit a locally prioritized list of project nominations for MTC's regional evaluation and final project selection in early 2023.

3. County Nomination Targets: With the release of the regionwide call for projects, MTC will provide CTAs with their nomination targets for the OBAG 3 County & Local Program. Nomination targets are established to guide the maximum funding request from each county. Similar to prior cycles, these targets will be based on population, recent housing production and planned growth, and housing affordability. However, these investment targets do not commit or imply a guaranteed share of funding to any individual county or jurisdiction. Each county's nomination target will also be adjusted to ensure that it is greater than the amount of base planning funding for that county (affects Napa County).

In order to ensure a sufficient pool of projects for MTC's final project selection, the nomination targets will be 120% of the total amount available for the County & Local Program minus the amounts for CTA Base Planning. Nomination targets will be detailed in Appendix A-1.

4. Project Selection Criteria & Outreach: MTC will develop detailed project selection criteria and outreach requirements prior to the release of the call for projects, and provided in Appendix A-1. The project selection guidelines will include, but may not be limited to, the following criteria:

- Screening of all projects for consistency with *Plan Bay Area 2050*, federal fund eligibility, and OBAG 3 programming policy requirements.
- Alignment with *Plan Bay Area 2050* strategies and federal performance management targets.
- Consistency with adopted regional plans and policies, such as Regional Safety/Vision Zero policy, Equity Platform, Regional Active Transportation Plan (AT Plan), Complete Streets Policy (update pending), Transit Oriented Communities (TOC) Policy (update pending), and priority actions from the Blue Ribbon Transit Transformation Action Plan.
- Projects located within PDAs, or select new growth geographies, and EPCs
- Projects identified in completed CBTPs or PBs
- Project deliverability within program deadlines.
- Emissions reductions benefit and cost effectiveness calculation (for projects eligible for CMAQ).

In addition to these criteria, final project selection will also reflect the relative PDA investment targets per county and the regionwide investment target of \$200 million in

active transportation (as described in Program Categories section, above). Consideration will also be given to overall project mix, equity, geographic spread, and to available fund sources and amounts.

POLICY CONSISTENCY

OBAG 3 Program Categories are designed to support and advance regional and federal priorities, including *Plan Bay Area 2050* strategies and FHWA Federal Performance Goal Areas, as illustrated in the matrix below.

OBAG 3 Program Category	PBA 2050 Strategies	Federal Performance Goal Areas
Planning & Program Implementation	H3, H4, H5, H6, H8 T1, T2, T3, T6, T7, T8, T9, T10, T11, T12 EC4, EC5, EC6 EN1, EN2, EN3, EN4, EN5, EN6, EN7, EN8, EN9	Safety Infrastructure Condition System Reliability Freight Movement and Economic Vitality Congestion Reduction Environmental Sustainability
Growth Framework Implementation	H3, H4, H5, H6, H8 T1, T2, T3, T11 EC4, EC5, EC6 EN4	Congestion Reduction Environmental Sustainability
Climate, Conservation and Resilience	T2, T7, T8 EN1, EN4, EN5, EN6, EN7, EN8, EN9	System Reliability Congestion Reduction Environmental Sustainability
Complete Streets and Community Choice	T1, T2, T3, T6, T7, T10	System Reliability Freight Movement and Economic Vitality Congestion Reduction Environmental Sustainability
Multimodal Systems Operations and Performance	T1, T2, T3, T8, T9, T10	Safety Infrastructure Condition Congestion Reduction Environmental Sustainability

For a complete list of Plan Bay Area 2050 strategies, see pages vii-x of the adopted plan, available at <https://www.planbayarea.org/>.

INSERT

Appendix A-1 County & Local Program Call for Projects Guidelines (pending)

Appendix A-2 CTA and Local Jurisdiction Compliance Checklist (pending)

Attachment B-1
MTC Resolution No. 4505
OBAG 3 Regional Programs
FY 2022-23 through FY 2025-26
January 2022

MTC Res. No. 4505 Attachment B-1
 Adopted: 1/26/22-C

OBAG 3 Regional Programs Project List

PROJECT CATEGORY AND TITLE	SPONSOR	Total STP/CMAQ
OBAG 3 REGIONAL PROGRAMS		\$375,000,000
1. PLANNING AND PROGRAM IMPLEMENTATION		
Regional Planning Activities	MTC	\$8,300,000
Program and Project Implementation	MTC	\$37,200,000
Program and Project Implementation - Transit Transformation	MTC	\$4,000,000
1. PLANNING AND PROGRAM IMPLEMENTATION	TOTAL:	\$49,500,000
2. GROWTH FRAMEWORK IMPLEMENTATION		
2. GROWTH FRAMEWORK IMPLEMENTATION	TOTAL:	\$25,000,000
3. CLIMATE, CONSERVATION, AND RESILIENCE		
3. CLIMATE, CONSERVATION, AND RESILIENCE	TOTAL:	\$98,000,000
4. COMPLETE STREETS AND COMMUNITY CHOICE		
4. COMPLETE STREETS AND COMMUNITY CHOICE	TOTAL:	\$54,000,000
5. MULTIMODAL SYSTEMS OPERATIONS AND PERFORMANCE		
5. MULTIMODAL SYSTEMS OPERATIONS AND PERFORMANCE	TOTAL:	\$148,500,000
OBAG 3 REGIONAL PROGRAMS	TOTAL:	\$375,000,000

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Attachment B-2
MTC Resolution No. 4505
OBAG 3 County & Local Programs
FY 2022-23 through FY 2025-26
January 2022

MTC Res. No. 4505 Attachment B-2
 Adopted: 1/26/22-C

OBAG 3 County & Local Programs Project List

PROJECT CATEGORY AND TITLE	SPONSOR	Total STP/CMAQ
OBAG 3 COUNTY & LOCAL PROGRAMS		\$375,000,000
ALAMEDA COUNTY		
CTA Planning Activities		
Planning Activities Base	MTC	\$4,905,000
ALAMEDA COUNTY	TOTAL:	\$4,905,000
CONTRA COSTA COUNTY		
CTA Planning Activities		
Planning Activities Base	MTC	\$4,087,000
CONTRA COSTA COUNTY	TOTAL:	\$4,087,000
MARIN COUNTY		
CTA Planning Activities		
Planning Activities Base	MTC	\$3,446,000
MARIN COUNTY	TOTAL:	\$3,446,000
NAPA COUNTY		
CTA Planning Activities		
Planning Activities Base	MTC	\$3,446,000
NAPA COUNTY	TOTAL:	\$3,446,000
SAN FRANCISCO COUNTY		
CTA Planning Activities		
Planning Activities Base	MTC	\$3,624,000
SAN FRANCISCO COUNTY	TOTAL:	\$3,624,000
SAN MATEO COUNTY		
CTA Planning Activities		
Planning Activities Base	MTC	\$3,450,000
SAN MATEO COUNTY	TOTAL:	\$3,450,000
SANTA CLARA COUNTY		
CTA Planning Activities		
Planning Activities Base	MTC	\$5,307,000
SANTA CLARA COUNTY	TOTAL:	\$5,307,000
SOLANO COUNTY		
CTA Planning Activities		
Planning Activities Base	MTC	\$3,446,000
SOLANO COUNTY	TOTAL:	\$3,446,000
SONOMA COUNTY		
CTA Planning Activities		
Planning Activities Base	MTC	\$3,446,000
SONOMA COUNTY	TOTAL:	\$3,446,000
UNPROGRAMMED BALANCE		\$339,843,000
OBAG 3 COUNTY & LOCAL PROGRAMS	TOTAL:	\$375,000,000

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TRANSPAC Board Meeting *STAFF REPORT*

Meeting Date: February 10, 2022

Subject:	MEASURE J LINE 20A FUNDS PROGRAM – FY 2022/2023 AND FY 2023/2024 PROGRAMMING CYCLE
Summary of Issues	The CCTA 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 Line Item 20a funds are to be used. The TRANSPAC Board approved the program guidelines and release of a call for projects in December. Measure J Line 20a funds are expected to generate about \$950,000 over the two-year programming period. Program applications were required to be submitted by January 21, 2022. Application information will be available at the meeting to initiate discussion on the review and evaluation of the funding requests.
Recommendations	None - For information only. Staff will provide an update on application submittals and schedule at the meeting.
Financial Implications	TRANSPAC is responsible for recommendations on how the Line Item 20a funds are to be used in the TRANSPAC subregion. The program resulting from the above process will commit Measure J revenue dedicated to projects that support transportation for seniors and people with disabilities for the two-year period in the TRANSPAC subregion.
Attachment(s)	A. Measure 20A Program Guidelines

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 (approximately \$475,000 per year). TRANSPAC is responsible for recommendations on how the Line Item 20a funds are to be used.

TRANSPAC last issued a call for projects for the FY 2020/2021 and FY 2021/2022 period of program/project operations.

Measure J Line 20a funds are expected to generate about \$950,000 over the two-year programming period. Program applications were due January 21, 2022. The attached material includes program guidelines.

A general summary of the applications received will be available at the meeting to initiate discussion on the review and evaluation of the funding requests.

Schedule

The schedule is proposed to approve the programming in June 2022 that will allow for services to be funded starting July 1, 2022.

December 2021	Board Approve CFP Material
	Release CFP Material to Potential Applicants
January 21, 2022	Applications Due
February – April 2022	Application Review
May 2022	Board Review Draft Program
June 2022	Board Approve Final Program

2022-2023 and 2023-2024

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 2022-2023 and 2023-2024.
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*¹. 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. 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.

¹ 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 \$950,000 (\$475,000 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
 - Per Revenue Hour
 - \$79.13 (FY 2018/2019)
 - \$132.14 (FY 2019/2020, impacted by COVID)
 - Per Passenger
 - \$45.38 (FY 2018/2019)
 - \$85.53 (FY 2019/2020, impacted by COVID)
 - 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 Contra Costa Transportation Authority (CCTA) and request allocation action(s).
 - a. Applications should be mailed, or emailed (preferred, pdf format), to:
Matt Todd, Managing Director
1211 Newell Avenue, Suite 200
Walnut Creek, CA 94596
matt@graybowenscott.com
 - b. Applications must be received by 3:00 pm on Friday, January 21, 2022.

- c. Electronic copies of the application will be available by download or email. Please contact Matt Todd, Managing Director, at 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 CCTA Grant Insurance Requirements on page 20 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 CCTA 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 semi-annually contingent upon no issues identified by TRANSPAC or CCTA.

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

December 22, 2021

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

RE: Status Letter for TRANSPAC Meeting – December 9, 2021

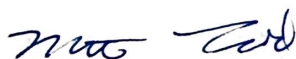
Dear Mr. Haile:

The TRANSPAC Committee met on December 9, 2021. The following is a summary of the meeting and action items:

1. Approved continued use of teleconferencing for public meetings by the TRANSPAC Board and Subcommittees Pursuant to the Provisions of AB 361,
2. Elected Vice Chair Loella Haskew as TRANSPAC Chair and Commissioner Peter Cloven as TRANSPAC Vice Chair, to hold the office for a period of one year, commencing in February 2022,
3. Appointed Commissioner Sue Noack as the TRANSPAC representative to the CCTA and Commissioner Peter Cloven as the alternate for the two-year term starting February 1, 2022,
4. Appointed TRANSPAC TAC members Ozzy Arce as the primary representative and Lynne Filson as the alternate to represent TRANSPAC on the CCTA CBPAC for the term January 1, 2022 through December 31, 2023,
5. Discussed 2022 TRANSPAC Meeting Calendar and AB361 virtual meeting requirements,
6. Approved release of application for call for projects for Measure J Line 20a Funds Program (FY 2022/2023 and FY 2023/2024 Programming Cycle),
7. Approved transmitting a letter to Caltrans District 4 to request the correction of the signage for westbound bicycle travel on the Highway 4 corridor as well as a review of the railroad undercrossing section in the eastbound travel direction to improve safety for cyclists in the Highway 4 Corridor,
8. Received a summary of the Infrastructure Investment and Jobs Act.

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

Sincerely,



Matthew Todd
Managing Director

cc: TRANSPAC Representatives; TRANSPAC TAC and staff
Matt Kelly and Hisham Noemi, CCTA Staff

John Cunningham, TRANSPLAN, Aaron Meadows, Chair, TRANSPLAN
Lisa Bobadilla, SWAT, Theresa Gerringer, Chair, SWAT
John Nemeth, WCCTAC, Chris L Kelley, Chair, WCCTAC
Tanner Grover, CCTA Staff
June Catalano, Diane Bentley (City of Pleasant Hill)



SWAT

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December 14, 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 December 2021

Dear Mr.  Haile:

The Southwest Area Transportation Committee ("SWAT") met Monday, December 6, 2021. The following is a summary of the meeting and action items:

1. Received update on SWAT Website redesign and Approved budget increase of \$2,000. The updated SWAT website will launch January 1, 2022.
2. Received Report on SWAT Work Plan for Calendar Year 2022; and
3. Discussed January 2022 SWAT Meeting. Meeting will take place on Monday, January 10, 2022.

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

All the best,



Lisa Bobadilla
SWAT Administrator

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



SWAT

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January 11, 2022

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

RE: SWAT Meeting Summary Report for January 10, 2022

Dear Mr. Haile:

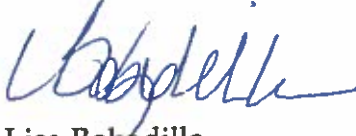
The Southwest Area Transportation Committee ("SWAT") met on Monday, January 10, 2022. The following is a summary of the meeting and action items:

1. Elected the Town of Danville (Karen Stepper) as SWAT Chair and City of Orinda (Amy Worth) as Vice Chair for one-year term effective January 10, 2022 through January 31, 2023.
2. Appointed Katelyn Costa, Town of Danville (Primary Representative) Darlene Amaral, City of San Ramon (Alternate Representative) and Bill Keeshen, Town of Danville (Community Resident) as the SWAT Representatives to the Contra Costa Transportation Authority Countywide Bicycle and Pedestrian Advisory Committee for terms through December 2023.
3. Appointed City of San Ramon representative (Dave Hudson) as the SWAT San Ramon Valley representative and the Town of Danville (Karen Stepper) as the alternate to Contra Costa Transportation Authority for a two-year term effective February 1, 2022 through January 31, 2024.
4. Received verbal update on SWAT Administrator changes effective January 10, 2022, with the recent retirement of Lisa Bobadilla, from the City of San Ramon, Brian Bornstein, City of San Ramon, will assume the role of Interim SWAT Administrator effective immediately through June 30, 2022.
5. Appointed Brian Bornstein as the South County SWAT TAC Representative to Innovate 680 Technical Advisory Committee.

6. Received verbal update on SWAT website.

Please contact Brian Bornstein at (925) 973-2686 or email at bbornstein@sanramon.ca.gov, if you need additional information.

All the best,

A handwritten signature in blue ink, appearing to read 'Lisa Bobadilla', written over a horizontal line.

Lisa Bobadilla
SWAT Administrator

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

El Cerrito

Hercules

December 10, 2021

Pinole

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

RE: December 2021 WCCTAC Board Meeting Summary

Richmond

Dear Tim:

The WCCTAC Board, at its meeting on December 10, 2021, took the following actions that may be of interest to CCTA:

San Pablo

1. *Adopted* Resolution 21-11 to continue teleconferenced meetings under AB 361.
2. *Approved* the FY2022 WCCTAC TAC and Board Meeting Calendar
3. *Appointed* representatives to CCTA's CBPAC for two-year terms. Coire Reilly was appointed the staff representative, with Leah Greenblat serving as the alternate. Bill Pinkham was appointed the citizen representative with Heather Cunningham serving as the alternate.

Contra Costa
County

If you have any questions, feel free to contact me.

Sincerely,



John Nemeth
Executive Director

AC Transit

cc: Tarien Grover, CCTA

BART

WestCAT