

**TRANSPAC Transportation Partnership and Cooperation**  
Clayton, Concord, Martinez, Pleasant Hill, Walnut Creek, and Contra Costa County

**TRANSPAC TAC MEETING NOTICE AND AGENDA**  
**THURSDAY, FEBRUARY 23, 2023**  
**9:00 A.M. to 11:00 A.M.**

**TELECONFERENCING SPECIAL NOTICE – PUBLIC MEETING  
GUIDELINES FOR PARTICIPATING VIA PHONE/VIDEO  
CONFERENCE**

Pursuant to the Ralph M. Brown Act provisions under Assembly Bill 361, which went into effect on October 1, 2021, 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/83815106066?pwd=dks2TnZoL1FENmxjK3pPbU95cDFLQT09> -  
Meeting ID: 838 1510 6066 and Password: 471332

**Phone Access:** To observe the meeting by phone, please call at the noticed meeting time 1 (669) 900 6883, then enter the Meeting ID: 838 1510 6066 and Password: 471332

**Public Comments:** Public comment may be provided by submitting written comments to [tiffany@graybowenscott.com](mailto:tiffany@graybowenscott.com) by 3 p.m. on the day before the meeting, which will be read during Public Comment or on the related item when Public Comment is called and entered into the record. 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. 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. 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](mailto:tiffany@graybowenscott.com) or (925) 937-0980 during regular business hours at least 48 hours prior to the time of the meeting.

1. **CONVENE MEETING / VIRTUAL MEETING ACCESS GUIDELINES / SELF-INTRODUCTIONS.**
2. **PUBLIC COMMENT.** Members of the public may address the Committee on any item not on the agenda.
3. **Minutes of the January 26, 2023 Meeting** 🌀 **Page 5**

**ACTION RECOMMENDATION: Approve Minutes.**

Attachments: TAC minutes from the, January 26, 2023 meeting.

4. **TRANSPAC COMMITTEE APPOINTMENTS – CCTA TCC APPOINTMENT FOR THE TERM APRIL 1, 2023 - MARCH 31, 2025.** TRANSPAC is represented on the Contra Costa Transportation Authority’s (CCTA) Technical Coordinating Committee (TCC) by three (3) primary representatives and one (1) alternate. The current terms will expire March 31, 2023.  
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**ACTION RECOMMENDATION: Recommend appointments to fill the (3) expiring primary and (1) alternate position on the TCC for the term April 1, 2023 - March 31, 2025.**

5. **INNOVATE 680 TECHNICAL ADVISORY COMMITTEE APPOINTMENT.** Innovate 680 is a program of projects that promotes an integrated approach to redefining mobility and addressing the increasing congestion on I-680 through seven key strategies that range from completing the High Occupancy Vehicle (HOV) lanes to deploying a suite of technologies to improve traffic flow. CCTA staff formed a Policy Advisory Committee (PAC) and Technical Advisory Committee (TAC) to ensure close coordination and help guide Innovate 680. The last committee appointments occurred in 2020. The TRANSPAC TAC is asked to review existing appointments and appoint new members to the committee where necessary.  
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**ACTION RECOMMENDATION: Review existing appointments to the Innovate 680 TAC and recommend staff representatives and alternates to fill any vacancies on the committee.**

**6. COMMITTEE UPDATES:**

- a. **Technical Coordinating Committee (TCC):** The TCC meeting scheduled for February 16, 2023 was canceled.
- b. **Countywide Bicycle & Pedestrian Advisory Committee (CBPAC):** The last CBPAC meeting was held on January 23 2023. The next regular meeting is scheduled for March 27, 2023.
- c. **Paratransit Coordinating Council (PCC):** The last PCC meeting was held on January 23, 2023. The next regular meeting is scheduled for March 20, 2023.

**7. INFORMATION ITEMS:**

- a. GRANT FUNDING OPPORTUNITIES.** This agenda item is intended to provide an opportunity to review and discuss grant opportunities. Additional information will be available at the meeting. (INFORMATION).
- b. CONTRA COSTA TRANSPORTATION AUTHORITY (CCTA) MEETING CALENDAR:**  
The CCTA Calendar for February 2023 to May 2023, may be downloaded at:  
<https://ccta.primegov.com/Portal/viewer?id=19376&type=2>

**8. MEMBER COMMENTS**

**9. NEXT MEETING: MARCH 30, 2023.**

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## TRANSPAC TAC Meeting Summary Minutes

**MEETING DATE:** January 26, 2023

**STAFF PRESENT:** Jason Chen, Clayton; Dana Ayers, Clayton; Lynne Filson, Martinez; Celestine Do, BART; John Cunningham, Contra Costa County; Saravana Suthanithira, Concord; Smadar Boardman, Walnut Creek; Melody Reebbs, County Connection; Kirsten Riker, 511 CC; Matt Todd, TRANSPAC Managing Director; and Tiffany Gephart, TRANSPAC Clerk

**GUESTS/PRESENTERS:** Matt Kelly, CCTA; John Hoang, CCTA, David Early, Placeworks, Torina Wilson, Placeworks; Raul Tovar, Placeworks, Martin Engelmann, Stantec

**MINUTES PREPARED BY:** Tiffany Gephart

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

Matt Todd called the meeting to order at 9:03 A.M. Introductions followed.

### **2. Public Comments**

There were no comments from the public.

### **3. Minutes of the November 17, 2022 Meeting**

The minutes of the November 17, 2022 meeting were approved by consensus.

### **4. TRANSPAC COMMITTEE APPOINTMENTS – CCTA TCC APPOINTMENT FOR THE TERM ENDING MARCH 31, 2023.**

***Action Recommendation: The recommendation to appoint Jaime Rodriquez, Pleasant Hill and Jason Chen, Martinez, to fill the vacant primary positions on the TCC for the term ending March 31, 2023, was approved by consensus.***

### **5. DRAFT CENTRAL COUNTY ACTION PLAN.**

Mr. Early presented the revisions to the Action Plan. Mr. Early noted the process going forward which includes the TRANSPAC Board Meeting February 9<sup>th</sup> where it will be brought for approval, the CCTA Planning Committee and CCTA Board thereafter for approval in April. Once accepted by the CCTA Board, the five County Action Plans will be used as a basis for the CTP. Preparation for the CTP has begun and is scheduled for completion in late 2023 to early 2024. Once the CTP is adopted, the final Action Plans will be brought back for formal adoption to TRANSPAC and other RTPC's. Mr. Early opened-up the item for comments.

Ms. Reeb noted an incorrect GIS map that showed pre-pandemic areas. Mr. Early noted that this will be a good topic to discuss offline and noted that Ms. Reeb along with Ms. Wilson and the ArcGIS staff to review the maps.

Mr. Todd commented on the low-stress bike network and noted Ygnacio Valley Road between Oak Grove Road and the Iron Horse trail is erroneously represented as an existing low-stress facility. Mr. Early clarified with Ms. Boardman that there is a planned/unfunded project in the CIP for that facility. Ms. Boardman commented that the facility extends to via Monte and noted that there is a block of high-quality facility between Oak Grove to Via Monte and that she will forward information to the team via email.

Ms. Boardman asked if the map reflects the regional Active Transportation Network from MTC. Mr. Early commented that there was a lot of discussion on the decision to show planned and proposed/desired bike facilities. The decision was made last year to show the low-stress bike network as shown in CCTA's adopted Bike Plan.

Ms. Do commented that she submitted the freeway buffer indexes for BART trips and that they may have been mixed up. She further commented that she can submit the actual data if it would be helpful. Mr. Early commented that the project team could make the updates prior to the Board meeting if received promptly.

Ms. Suthanthira thanked the project team for their diligent efforts on the Action Plans and for including the pictures and the updates to the Low-Stress bike network. Ms. Suthanthira commented that she would like the cover image to be multi-modal. Ms. Suthanthira further asked if the routes of regional significance (bike and transit) could be added to an index. Ms. Wilson clarified that it was decided through discussion following Ms. Suthanthira's comment from the previous TAC meeting, that instead of creating a new figure that figure 6-1 was renamed as the active transportation route of regional significance map to be consistent figure 5-1 and 7-1 which are the transit and roadway route maps.

Ms. Wilson further commented that the cover was not updated. Some of the photos that were sent were used but project staff did not receive many photos from the cities. Mr. Early commented that project staff would accept photos for another week and replace them if desired.

Ms. Boardman asked about roadway Level of Service, specifically the corridor level of service for two-way roadways outside urban areas and if that applies to all of Ygnacio where it starts in Walnut Creek and continues to Concord. Ms. Boardman commented that from her understanding of the map the delay index measurement is going away for Ygnacio Vally Road for the segment that is in Walnut Creek. Mr. Early confirmed that there is not a segment Level of Service or capacity measurement for Ygnacio Valley Road.

Mr. Todd asked a few questions regarding the Draft Action Plan Word file with track changes from multiple jurisdictions:

- Page 69 – Mr. Todd commented that some examples were cited for low-stress bike network and low-stress connections and asked where the examples came from. Mr. Todd noted the SR-4 was highlighted from Skyway to Hercules and noted that it is a connection to a neighbor subregion but noted he was not aware of any plans or discussions regarding that area. Mr. Early noted a CBPAC member raised this corridor as a concern and Mr. Kelly commented that a portion of it is

in the TRANSPAC subregion. Mr. Cunningham noted that there is a recently initiated effort by Caltrans to develop a bike highway network leveraging frontage property along state routes. No action was taken on this comment.

- Page 93 – Mr. Todd asked when buffers were drawn for the transit facilities, train and ferry stations, if proposed and existing facilities were considered. Mr. Todd noted two bubbles in Martinez and clarified if those were future projects. Mr. Early clarified that only existing facilities should be reflected. Ms. Wilson commented that the future ferry station information should be removed.
- Page 105 – Mr. Todd asked regarding VMT if the project team could define the service population term. Mr. Early commented that service population is the most inclusive term and refers to everyone including people who live or work in the community or have other origins or destinations. Mr. Kelly noted that it is used for other types of projects that fall outside of residential or commercial such as a hospital.
- Page 108 - Mr. Todd commented that under case-by-case developer sponsored mitigation that it needs to be specified that the agreements are between the local agencies.
- Page 121 – Mr. Todd asked if a city does a general plan amendment and it generates more than 100 net new trips, would the basis be that it generates more than 100 net new trips or that it generates 100 net new trips on a route of regional significance. Mr. Early commented that it was decided it's a 100 net new trips.
- Mr. Todd asked to review appendix B and how to define who is the main sponsor and cosponsor. Mr. Early commented that he did not want to use the term sponsor interchangeably. He clarified that the sponsor or specifically the lead is not responsible for funding. Mr. Early defined co-sponsors as the partner agencies that may help the lead agency to complete aspects of the project. Mr. Early asked the TAC to provide input on the roles of agencies.

Ms. Boardman asked to clarify how fees would be negotiated per the mitigation program. Ms. Boardman raised an example of a development in an adjacent jurisdiction which produced new trips, 100% of which utilize a neighboring agencies transportation network. Mr. Todd referenced a project in Clayton where a mitigation and cost sharing agreement occurred between Walnut Creek, Clayton and Concord that came out of project discussions. The Action Plan outlines that process. Ms. Boardman further asked if there is guidance in the plan that addresses development fees. Ms. Boardman further noted an example that if there is a project that does not hit on the RTO's and you would normally be collecting a TIF fee, there is no mechanism in place where an agency can pull those funds. Mr. Early noted that Ms. Boardman's comments would be taken under advisement for either a further update to the Growth Management Program or in the CTP. Ms. Boardman clarified her comment that she would like to know how developer fees will be collected when there is no perceived impact according to CEQA. There was continued discussion on the topic. Mr. Hoang commented that staff will put more thought into her question and continue the discussion offline.

Mr. Todd continued the discussion on appendix B as well as the sponsoring lead and supporting roles and asked the TAC for comment. Mr. Todd agreed to take the lead on reviewing Appendix B with the project team and will review and incorporate further comments submitted by the TAC. Mr. Todd asked the TAC to submit comments by Friday January 27, 2023.

Mr. Todd asked what metrics Lamorinda is using for Pleasant Hill Road. Mr. Early commented that the issue is not fully resolved. The Draft Acton Plan does not have Level of Service for Pleasant Hill Road and Deer Hill Road. The City of Lafayette requested the reinstatement of some Level of Service criterion for the intersection of Deer Hill Road and Pleasant Hill road. The objective would be to maintain the current traffic conditions. The request will go back to the LPMC TAC on February 15, 2023.

Mr. Early summarized the recommended edits as follows:

- Make changes regarding high quality transit using updated information from Melody Reeb and remove the bubble around the future ferry station at Martinez.
- Change the designation of Ygnacio Valley Road on the low-stress bike network through data submitted by Ms. Boardman.
- Change BART buffer times with data from Ms. Do.
- Change the photos with approval from Matt Todd.
- Change the sentence regarding developer contribution.
- Reevaluate changes to lead agencies and supporting agencies in Appendix B; Matt Todd will take the lead.

***Action Recommendation: The recommendation to accept the Draft Central County Action Plan, pending recommended revisions, was approved by consensus.***

## **6. COMMITTEE UPDATES**

Mr. Todd commented that a final letter was needed from the County for the TRANSPAC Audit. Mr. Cunningham commented that it is in progress. Mr. Todd provided an update on AB361 and noted the state of emergency will end February 28, 2023 and an item will be presented to the Board with options going forward based on the available guidance. There is a possibility that in-person meetings will resume. Ms. Suthanthira asked if hybrid meetings would be an option. Mr. Todd noted that there are some staff and technological limitations at this time but it is under discussion.

## **7. INFORMATION ITEMS**

There were no comments from the TAC.

## **8. MEMBER COMMENTS**

There were no comments from the TAC.

**9. ADJOURN / NEXT MEETING** The meeting adjourned at 10:34 a.m. The next regular meeting is scheduled for February 23, 2023.



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## TRANSPAC TAC Meeting **STAFF REPORT**

**Meeting Date:** February 23, 2023

<b>Subject:</b>	<b>TRANSPAC COMMITTEE APPOINTMENTS – CCTA TCC APPOINTMENT FOR THE TERM APRIL 1, 2023 – MARCH 31, 2025.</b>
<b>Summary of Issues</b>	TRANSPAC is represented on the Contra Costa Transportation Authority’s (CCTA) Technical Coordinating Committee (TCC) by three (3) primary representatives and one (1) alternate. The current primary and alternate positions will expire on March 31, 2023.
<b>Recommendations</b>	Recommend (3) primary and (1) alternate TCC representatives for the term April 1, 2023 - March 31, 2025.
<b>Financial Implications</b>	No TRANSPAC financial implications.

### **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 to the Metropolitan Transportation Commission (MTC) for projects proposed under certain federal transportation acts; reviews and comments on the Strategic Plan of the CCTA; reviews and comments on the CCTA Congestion Management Program; reviews RTPC Action Plans and the Countywide Transportation Plan; and reviews and comments on the CCTA Growth Management Plan Implementation Documents. The TCC may also form subcommittees for specific issues and meet approximately ten times a year.

Jason Chen (Clayton), Jaime Rodriguez (Pleasant Hill), and Saravana Suthanthira (Concord) are the primary members and Lynne Filson (Martinez) the alternate for the term that ending March 31, 2023. Jason Chen has offered to continue to serve as a representative for the next term. At this meeting, it is requested that the TAC recommend appointments to fill the (3) primary positions and (1) alternate position on the TCC for the term April 1, 2023 - March 31, 2025.

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**TRANSPAC TAC Meeting STAFF REPORT**

**Meeting Date:** February 23, 2023

<b>Subject:</b>	<b>Innovate 680 Policy Advisory Committee Appointment</b>
<b>Summary of Issues</b>	Innovate 680 is a program of projects that promotes an integrated approach to redefining mobility and addressing the increasing congestion on I-680 through seven key strategies that range from completing the High Occupancy Vehicle (HOV) lanes to deploying a suite of technologies to improve traffic flow. CCTA proposed the formation of a Policy Advisory Committee (PAC) and Technical Advisory Committee (TAC) to ensure close coordination and help guide Innovate 680. TRANSPAC made initial appointments for these committees in 2017 and then in 2020. The TAC is requested to review existing appointments and recommend primary and alternate representatives where appropriate.
<b>Recommendations</b>	Review existing appointments to the Innovate 680 TAC and recommend staff representatives and alternates to fill any vacancies on the committee.
<b>Financial Implications</b>	None
<b>Attachments</b>	

### **Background**

Innovate 680 is a program of projects that promotes an integrated approach to redefining mobility and addressing the increasing congestion on I-680 through seven key strategies that range from completing the High Occupancy Vehicle (HOV) lanes to deploying a suite of technologies to improve traffic flow. CCTA proposed the formation of a Policy Advisory Committee (PAC) and Technical Advisory Committee (TAC) to ensure close coordination and help guide Innovate 680.

Each jurisdiction that I-680 travels through along the corridor is represented on the committees. The PAC will be made of elected officials while the TAC will be comprised of technical staff from the jurisdictions. CCTA has also requested alternates be identified where appropriate. The PAC and TAC representatives from TRANSPAC have members representing

Martinez, Concord, Pleasant Hill, Walnut Creek and Contra Costa County. The committees are expected to meet at least quarterly to assess progress and provide input on the various projects that make up Innovate 680.

The current appointments include:

**TRANSPAC Policy Advisory Committee (PAC) Appointments**

<b>Jurisdiction</b>	<b>Elected Representative</b>	<b>Alternate</b>
City of Concord	Carlyn Obringer	
City of Martinez	Mark Ross	
City of Pleasant Hill	Sue Noack	
City of Walnut Creek	Loella Haskew	
Contra Costa County – District IV	Ken Carlson	

**TRANSPAC Technical Advisory Committee (TAC) Appointments**

<b>Jurisdiction</b>	<b>Staff Representative</b>	<b>Alternate</b>
City of Concord	Abhishek Parikh	Virendra Patel
City of Martinez	Lynne Filson	Vacant (was Scott Alman)
City of Pleasant Hill	Vacant (was Eric Hu)	Vacant (was Mario Moreno)
City of Walnut Creek	Smadar Boardman	Matt Redmond
Contra Costa County – District II & IV	Monish Sen	Robert Sarmiento

It is recommended that the TRANSPAC TAC review existing appointments and recommend staff representatives and alternates where possible to the Innovate 680 TAC.