

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

TRANSPAC TAC MEETING NOTICE AND AGENDA
THURSDAY APRIL 27, 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/83341268650?pwd=SHMzZENLWFJMeHpYRWYyQ2xhdUhpZz09>

Meeting ID: 833 4126 8650 and Password: 889155

Phone Access: To observe the meeting by phone, please call at the noticed meeting time 1 (669) 900 6883, then enter the Meeting ID: 833 4126 8650 and Password: 889155

Public Comments: 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. 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 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.

ACTION ITEMS

3. **Minutes of the March 30, 2023 Meeting** 🌀 **Page 5**

ACTION RECOMMENDATION: Approve Minutes.

Attachment: TAC minutes from the March 30, 2023 meeting.

INFORMATION ITEMS

4. **TRANSPAC WORK PLAN FOR FISCAL YEAR 2023/2024.** The TRANSPAC Joint Exercise of Power Agreement specifies that TRANSPAC shall adopt a budget that includes operational expenses and the proportional amount each agency will be required to pay to fund TRANSPAC. To prepare for the upcoming 2023/2024 budget process, the TRANSPAC TAC is requested to review and provide input for the upcoming work plan. (INFORMATION)
🌀 **Page 9**

Attachment: Staff Report

5. **MARSH CREEK ROAD MULTI-USE TRAIL FEASIBILITY STUDY.** The Marsh Creek Corridor Multi-Use Trail Feasibility Study investigates the potential for a new major non-motorized east-west thoroughfare in the Marsh Creek Corridor. The multi-use trail will ideally serve as a safe, useful, and enjoyable transportation corridor for various forms of non-motorized travel, including pedestrian, equestrian and bicyclists. County staff will provide an update on the feasibility study. (INFORMATION) 🌀 **Page 19**

Attachment Staff Report

6. **CITY OF WALNUT CREEK/CONCORD FY 2022/2023 MEASURE J LINE 20A TRANSPORTATION PROGRAM UPDATE.** The cities of Walnut Creek and Concord are coordinating efforts to provide subsidized on-demand transportation service in the Concord and Walnut Creek areas through the Measure J Line 20a funding program. Program staff from the City of Walnut Creek will present the status of the program and coordination efforts. (INFORMATION)

7. COMMITTEE UPDATES:

- a. Technical Coordinating Committee (TCC):** The TCC meeting scheduled for April 20, 2023 was canceled. The next regular meeting is scheduled for May 18, 2023.
- b. Countywide Bicycle & Pedestrian Advisory Committee (CBPAC):** There is no CBPAC meeting scheduled for the month of April. The next regular meeting is scheduled for May 22, 2023.
- c. Paratransit Coordinating Council (PCC):** There is no PCC meeting scheduled for the month of April. The next regular meeting is scheduled for May 15, 2023.

8. 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 April 2023 to July 2023, may be downloaded at: <https://ccta.primegov.com/Portal/viewer?id=19552&type=2>

9. MEMBER COMMENTS

10. NEXT MEETING: MAY 25, 2023.

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TRANSPAC TAC Meeting Summary Minutes

MEETING DATE: March 30, 2023

STAFF PRESENT: Jason Chen, Clayton; Lynne Filson, Martinez; Robert Sarmiento, Contra Costa County; Celestine Do, BART; Saravana Suthanthira, Concord; Smadar Boardman, Walnut Creek; Melody Reeb, County Connection; Ananthan Kanagasundaram, Pleasant Hill; Kirsten Riker, 511CC; Matt Todd, TRANSPAC Managing Director; and Tiffany Gephart, TRANSPAC Clerk

GUESTS/PRESENTERS: Stephanie Hu, CCTA, Francis Lo, BayPac Consult Inc.

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 February 23, 2023 Meeting

The minutes of the February 23, 2023 meeting were approved by consensus.

4. TRANSPAC Committee Appointments – CCTA CBPAC Appointment for the term ending December 31, 2023.

The recommendation to appoint Briana Byrne, Walnut Creek to fill the vacancy on the CBPAC for the term ending December 31, 2023 was approved by consensus.

5. STATE ROUTE 239 PROJECT UPDATE.

Francis Lo and Stephanie Hu presented the State Route 239 Project Update and accepted questions.

Ms. Suthanthira asked if there are any traffic studies that could be shared and asked who the contact person is for the City of Concord on the CCTA distribution list. Ms. Suthanthira noted that staff have not received information recently. Ms. Hu commented that she would check and follow-up.

Ms. Filson asked if Alameda County is supportive of the project. Mr. Lo commented that the biggest concern is the possibility of adding additional traffic on the 580 corridor. There is a 580 gateway policy in place. Preliminary traffic numbers show a slight decrease in traffic on 580. Project staff have not

received any comments at this point. The larger concern is addressing VMT because it is a new facility, 17 miles long, as project staff move forward with the environmental document.

Ms. Boardman asked about the Altamont corridor rail plans and how it is impacted by the alignment options. Mr. Lo commented that there are plans to extend a class one bike trail from the Mountain House development to Valley Link station. Mr. Lo further commented there doesn't appear to be sufficient ridership or support from transit operators to justify a new service along the SR239 corridor at this time.

Ms. Boardman asked if staff plan to work within the new VMT mitigation strategy. Ms. Hu clarified if Ms. Boardman was referring to the mitigation bank. Ms. Boardman confirmed yes. Ms. Hu commented that the overall project induces a lot of VMT about 400,000 a day. Proposed strategies will cost 80% to 120% of capital. There is uncertainty that the mitigation bank will have enough to offset VMT. The initial project phase does not induce VMT and this is being discussed with Caltrans. Staff should be able to support the findings that the first alternative will not have to mitigate VMT. For the programmatic document, project staff propose a package of potential projects and as each independent project moves forward by phase, each will need to do its own mitigation analysis, due to difficulty identifying VMT mitigation for the entire project at this time.

Mr. Todd asked about preliminary costs and asked if San Joaquin is supportive of the project, and have they discussed any financial support. He noted that alternative B has a stretch included in San Joaquin County. Ms. Hu commented that staff have not had the conversation at this point. Ms. Hu commented that the project costs are in the area of a billion. Mr. Lo noted that the highest cost is associated with VMT mitigation.

Ms. Suthanthira asked if Valley Link can be shown in the project context maps. Ms. Suthanthira further commented that the map showing the Mountain House development needs to be updated to reflect the development is larger than reflected. The project staff noted the suggestion.

6. COMMITTEE UPDATES

Mr. Chen provided an update on the TCC. Mr. Chen noted that the City of Pleasant Hill Contra Cost Blvd improvement project from Viking Drive to Harriet Drive was approved and forwarded to the CCTA Board. There will be a call for 2024 STIP process review and a call for projects. CCTA is seeking volunteers to sit on the review committee on June 22nd. TRANSPAC needs to provide two volunteers, preferably existing TCC members. Mr. Chen also offered to volunteer for the committee.

Ms. Do asked in what fiscal year the STIP funding could be utilized. Ms. Hu commented that the 2024 STIP covers a 5-year period that will extend through 28/29, and that new funds for new projects are anticipated to be available in the last two years of the program period, 27/28 and 28/29. She noted there are ways to accelerate project delivery, including using local funds to advance a project under AB 3090 legislation, and then receive reimbursement from STIP funding in the appropriate programming years. There is assumed risk with this approach. Ms. Hu commented that if there are specific questions, TAC members can email with questions. Ms. Do clarified if the BART fare gates project would be eligible for STIP.

7. INFORMATION ITEMS

There were no comments from the TAC.

8. MEMBER COMMENTS

Ms. Riker commented that 511 Contra Costa put together a promotional media kit for the upcoming May 18th Bike to Work Day. Ms. Gephart commented that she would forward the information to the TAC email distribution.

9. ADJOURN / NEXT MEETING The meeting adjourned at 10:14 a.m. The next regular meeting is scheduled for April 27, 2023.

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TRANSPAC TAC Meeting STAFF REPORT

Meeting Date: April 27, 2023

Subject:	TRANSPAC WORK PLAN AND BUDGET PROCESS FOR FISCAL YEAR 2023/2024
Summary of Issues	The TRANSPAC Joint Exercise of Power Agreement (JPA) specifies that TRANSPAC shall adopt a budget that includes operational expenses and the proportional amount each agency will be required to pay to fund TRANSPAC. To prepare for the upcoming 2023/2024 budget process, the TRANSPAC Board reviewed the overall process schedule, provided input for the upcoming work plan at their April meeting. TRANSPAC TAC is requested to provide input on the 2023/2024 work plan.
Recommendations	For Information Only.
Financial Implications	This agenda item is initiating the work plan and budget process. The final budget is scheduled to be considered at the June TRANSPAC Board meeting. The TRANSPAC budget projects the costs associated with TRANSPAC operations and the identifies the level of funds required, including member contributions, to be included in the TRANSPAC FY 2023/2024 Budget. The method to determine the proportional amount each agency would be required to pay of any member contribution will be based on the formula specified in the TRANSPAC JPA.
Attachment(s)	A. TRANSPAC FY 2022/2023 Work Plan B. TRANSPAC FY 2022/2023 Budget C. TRANSPAC FY 2023/2024 DRAFT Work Plan - For Discussion Purposes

Background

The TRANSPAC Bylaws specify the Board shall adopt a budget that includes operational expenses and the proportional amount each agency will be required to pay and that the Board shall appoint a Managing Director to administer the day-to-day activities of TRANSPAC and report to the Board. The FY 2023/2024 budget is expected to be similar to the previous year with the Managing Director / Administration Support Contract being the largest annual expense.

Work Plan

TRANSPAC considers the annual work plan in conjunction with review of an annual budget. The work plan priority tasks are intended to be evaluated on a regular basis to allow for the affirmation or revision of priorities. The work plan is based on identified priorities and current trends and topics in regional transportation such as the progress of the Countywide Transportation Plan (CTP), Safe Routes to School Program (SR2S), EV technology and Infrastructure and regional project coordination. Items also include tasks that TRANSPAC would perform in any event (i.e. Measure J Line 20a programming cycle).

At the April 13, 2023 TRANSPAC Board meeting, staff presented the current workplan and a draft 2023/2024 workplan for review and comment. The discussion of the April Board raised additional work plan topics for consideration including:

- Engineering solutions to safety issues at school intersections considering decreased funding and availability of crossing guards,
- Concord Naval Weapons Station development, and
- Future joint meetings with TRANSPLAN and SWAT.

The budget and work plan for the current fiscal year has been included in the attached material for reference. It is requested that the TRANSPAC TAC review the work plan and provide comment on new or existing items for Board consideration.

The overall schedule proposed for the work plan and budget process for fiscal year 2023/2024 is detailed below.

	Board Action
April 2023	Review of 2023/2024 work plan and budget process schedule Schedule Managing Director Review
May 2023	Closed Session for Employee Review Review draft 2023/2024 work plan Review draft 2023/2024 budget
June 2023	Approve final 2023/2024 work plan and budget Approve FY 2023/2024 Managing Director contract

TRANSPAC

2022 / 2023 WORK PLAN

Strategic Planning Discussion Identified Work

- Action Plan Update
 - Continue coordination with CCTA and Placeworks Consultant team
 - Review and approve an updated draft and final Action Plan
- Regional Coordination
 - Coordinate with partner agencies to review and discuss items of interest including:
 - SWAT
 - Items of interest could include priority I-680 improvements and Action Plan Updates
 - Met with TRANSPLAN in October 2021
- Project Delivery Coordination
 - Continue researching opportunities for local agency coordination and project delivery efficiencies
 - Follow up on joint pavement rehabilitation project (Clayton/Martinez) and the administrative structure of the partnership, as well as other project types that could be delivered within the structure.
- Schools
 - Work with school district staff and other partner agencies to address congestion (including working with the Cities and their existing and ongoing coordination efforts), safety, and enforcement issues
 - Prioritize funding opportunities for school related improvements, including SR2S and complete streets
- Electric Vehicle Charging Infrastructure
 - Work with CCTA and TRANSPAC agencies to implement EV charging infrastructure across a wide array of local communities and including infrastructure for multi family housing
- Transportation and Housing
 - Support regarding transportation issues related to regional housing targets
- Coordination with CCTA and the Innovate 680 Project
- Coordination with 511 Contra Costa to maximize benefits of the available Transportation Demand Management Tools
- TRANSPAC JPA Review

Ongoing / Existing Tasks

- Measure J Line 20A
 - FY 2022/2023-2023/2024 programming
- General Programming Tasks
 - Measure J
 - Line 10 (BART Parking, Access, and Other Improvements) (as needed)
 - Line 19a (Additional Bus Service Enhancements) (as needed)
 - Line 20a (Additional Senior and Disabled Transportation) (as needed)

- Other potential items
 - Project update/status reports
 - Review of the CCTA Pedestrian Needs Assessment Study

Administrative Tasks

- Evaluate and review virtual meeting requirements
- Quarterly and Year End Financial Report
- Appointments
 - CCTA Board Representative
 - Other CCTA Committee Appointments
- FY 2021/2022 Audit
- 2023 Meeting Schedule
- Administration of Conflict of Interest Form 700 process
- 2023/2024 Workplan and Budget
- Administration of Contracts and Invoices

TRANSPAC 2022-2023 BUDGET					
EXPENDITURES					
		2021-2022	2022-2023		
Managing Director / Admin Support Contract (time and material based expenses) (includes printing, postage & supplies)		\$ 241,500	\$ 267,000		
Legal Services - expenses would be incurred on a time and material basis		\$ -	\$ -		
Web Site - Maintain / Enhance (time and material based expenses)		\$ 5,000	\$ 5,000		
Audit Services		\$ 4,500	\$ 4,500		
City of Martinez - Pacheco Transit Hub / Park & Ride Lot Maintenance		\$ 10,000	\$ 10,000		
Subtotal		\$ 261,000	\$ 286,500		
Pleasant Hill City/Fiscal Administration		\$ 3,000	\$ 3,000		
Subtotal		\$ 3,000	\$ 3,000		
Costs subtotal		\$ 264,000	\$ 289,500		
Contingency		\$ 24,500	\$ 25,000		
Project Reserve - This line represents the budget to fund the I-680 / Monument Blvd. Bicycle and Pedestrian Improvement Feasibility study. TRANSPAC entered into an agreement with CCTA to procure a consultant. Fehr and Peers was selected. The report has been completed and will be presented to the Board for approval in May 2021. Unexpended funds from FY 2021/2022 will carry over to FY 2022/2023.		\$ 55,000	\$ 31,000		
Total		\$ 343,500	\$ 345,500		
REVENUES					
		2021-2022	2022-2023		
Member Agency Contributions		\$ 245,496	\$ 277,000		
Carryover Balance		\$ 43,004	\$ 37,500		
Project Reserve Carryover Balance		\$ 55,000	\$ 31,000		
Total		\$ 343,500	\$ 345,500		
NOTES:					
-TRANSPAC does not have any direct employees. Staff positions provided through contract.					

TRANSPAC 2022-2023 BUDGET						
ALLOCATION FORMULA FOR MEMBER AGENCY CONTRIBUTION REVENUE BUDGET						
PART B	MEASURE J	MEASURE J	\$			Total
	RTS \$s	RTS %	FROM RTS			for
JURISDICTION	Allocation		PART B		PART A	Jurisdiction
CLAYTON	\$ 281,320	5.26%	\$ 7,289		\$ 23,083	\$ 30,372
CONCORD	\$ 1,879,887	35.17%	\$ 48,705		\$ 23,083	\$ 71,788
MARTINEZ	\$ 642,812	12.02%	\$ 16,654		\$ 23,083	\$ 39,738
PLEASANT HILL	\$ 661,649	12.38%	\$ 17,142		\$ 23,083	\$ 40,226
WALNUT CREEK	\$ 1,115,841	20.87%	\$ 28,910		\$ 23,083	\$ 51,993
CONTRA COSTA COUNTY ^	\$ 764,241	14.30%	\$ 19,800		\$ 23,083	\$ 42,884
TOTAL	\$ 5,345,750		\$ 138,500		\$ 138,500	\$ 277,000
^Estimated at 25% of allocation (\$3,056,963)						
Based on DRAFT - FY 2021-22 Return To Source Projections						

TRANSPAC

DRAFT 2023 / 2024 WORK PLAN

Strategic Planning Discussion Identified Work

- ~~Action Plan Update~~
 - ~~Continue coordination with CCTA and Placeworks Consultant team~~
 - ~~Review and approve an updated draft and final Action Plan~~
- **Countywide Transportation Plan**
 - **Coordinate with CCTA and monitor progress**
- Regional Coordination
 - Coordinate with partner agencies to review and discuss items of interest including:
 - Coordination with CCTA and the INNOVATE 680 Project
 - Coordination with 511 Contra Costa to maximize benefits of the available Transportation Demand Management Tools
 - SWAT
 - **Items of interest could include the INNOVATE 680 Program**
 - ~~Met with TRANSPLAN in October 2021~~
- Project Delivery Coordination
 - Continue researching opportunities for local agency coordination and project delivery efficiencies.
 - ~~Follow up on joint pavement rehabilitation project (Clayton/Martinez) and the administrative structure of the partnership,~~
 - Explore project types that could be delivered within a partnership structure.
- Schools
 - Work with school district staff and other partner agencies to address congestion (including working with the Cities and their existing and ongoing coordination efforts), safety, and enforcement issues.
 - Prioritize funding opportunities for school related improvements, including SR2S and complete streets
 - **Coordinate with CCTA and monitor progress of the Countywide SR2S Program (see also Regional Coordination / 511 Contra Costa)**
- Electric Vehicle Charging Infrastructure
 - Work with CCTA and TRANSPAC agencies to implement EV charging infrastructure across a wide array of local communities and including infrastructure for multifamily housing
- Transportation and Housing
 - Support regarding transportation issues related to regional housing targets
- ~~Coordination with CCTA and the INNOVATE 680 Program~~
- ~~Coordination with 511 Contra Costa to maximize benefits of the available Transportation Demand Management Tools~~
- TRANSPAC JPA Review

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DRAFT 2023 / 2024 WORK PLAN

Ongoing / Existing Tasks

- Measure J Line 20A
 - FY 2024/2025-2025/2026 Programming
 - Line 20a Progress Reporting for Current Projects
- General Programming Tasks
 - Measure J
 - Line 10 (BART Parking, Access, and Other Improvements) (as needed)
 - Line 19a (Additional Bus Service Enhancements) (as needed)
 - Line 20a (Additional Senior and Disabled Transportation) (as needed)
- Other potential items
 - Project update/status reports
 - Review of the CCTA Pedestrian Needs Assessment Study

Administrative Tasks

- Evaluate and review virtual meeting requirements
- Quarterly and Year End Financial Reporting
- Appointments
 - CCTA Board Representative
 - Other CCTA Committee Appointments
- FY 2022/2023 Audit
- Procure new contact for auditing services
- 2024 Meeting Schedule
- Administration of Conflict of Interest Form 700 process
- 2023/2024 Workplan and Budget
- Administration of Contracts and Invoices

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TRANSPAC TAC Meeting STAFF REPORT

Meeting Date: April 27, 2023

Subject:	MARSH CREEK ROAD MULTI-USE TRAIL FEASIBILITY STUDY
Summary of Issues	The Marsh Creek Corridor Multi-Use Trail Feasibility Study investigates the potential for a new major non-motorized east-west thoroughfare in the Marsh Creek Corridor. The multi-use trail will ideally serve as a safe, useful, and enjoyable transportation corridor for various forms of non-motorized travel, including pedestrian, equestrian and bicyclists. County staff will provide an update on the feasibility study.
Recommendation	For Information Only.
Financial Implications	No TRANSPAC financial implications.
Attachments	<ol style="list-style-type: none">1. DRAFT Marsh Creek Road Multi-Use Trail Feasibility Study (November 2022)2. Marsh Creek Corridor Project Website

Background

The proposed Marsh Creek multi-use trail would create a new major non-motorized east-west thoroughfare for expanded commuting or recreational opportunities. It would provide non-motorized access to Downtown Clayton, Diablo View Middle School, Mount Diablo, Round Valley Regional Reserve, and the existing Marsh Creek Trail through Brentwood and Oakley.

The purpose of the path would be to provide a safe, useful and enjoyable transportation corridor for various forms of non-motorized travel, including pedestrian, equestrian and bicycle users (including serious bicycle enthusiasts). The trail is proposed to be sized and designed to encourage use by these various sectors. Once this path and adjacent paths are completed, there will be one continuous non-motorized path from Downtown Concord to Oakley.

The draft study was completed in November, 2022 and will go before the Board of Supervisors in May. At this meeting County staff will provide an update on the study and next steps.