

TRANSPAC
Transportation Partnership and Cooperation
Meeting Notice and Agenda

THURSDAY, SEPTEMBER 14, 2023

REGULAR MEETING

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

Pleasant Hill City Hall – Large Community Room
100 Gregory Lane, Pleasant Hill

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

The TRANSPAC Board meeting will be held in-person and via Zoom virtual meeting platform for public participation. The meeting may be accessed virtually via the methods below:

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

<https://us02web.zoom.us/j/81674004814?pwd=V3VwdUdRRzgvOVRlVFpOM0xJUHZRUT09> Meeting ID: 816 7400 4814 Password: 854827

Phone Access: To observe the meeting by phone, please call at the noticed meeting time 1 (669) 900 6883, then enter the Meeting ID: 816 7400 4814 and Password: 854827

Public Comment: Public Comment may be provided in person during the public comment period on items not on the agenda or during the comment period of each agenda item. Comments are limited to 3 minutes. Please begin by stating your name and indicate whether you are speaking for yourself or an organization. Members of the public may also submit 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.

Virtual Public Comment: 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 of 3 minutes, 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. APPROVAL OF MINUTES 🌀 Page 7

- Minutes of the June 8, 2023 TRANSPAC Board meeting.
- Minutes of the July 6, 2023 TRANSPAC Board special meeting.
- Minutes of the August 3, 2023 TRANSPAC Board special meeting.
- Minutes of the August 31, 2023 TRANSPAC Board special meeting.

b. CCTA EXECUTIVE DIRECTOR’S REPORT REGARDING CCTA ACTIONS / DISCUSSION ITEMS 🌀 Page 19

- CCTA Executive Director Timothy Haile’s Reports dated July 19, 2023 and September 13, 2023.

c. ITEMS APPROVED BY THE CCTA FOR CIRCULATION TO THE REGIONAL TRANSPORTATION PLANNING COMMITTEES AND RELATED ITEMS OF INTEREST 🌀 Page 29

- CCTA Executive Director Timothy Haile’s RTPC Memos dated June 21, 2023 and July 19, 2023.

d. RTPC MEETING SUMMARY LETTERS: 🌀 Page 47

- a. TRANSPAC – Meeting summary letter June 8, 2023.
- b. TRANSPAN – Meeting summary letter dated June 9, 2023.
- c. SWAT – Meeting summary letter dated July 10, 2023.
- d. WCCTAC – Meeting Summary letter dated July 11, 2023.

e. CCTA MEETING UPDATES AND COUNTYWIDE INFORMATION LINKS.

1. Street Smarts Programs in the TRANSPAC Region can be found at: <https://streetsmartsdiablo.org/events/>
2. County Connection Fixed Route Monthly Report: <http://countyconnection.com/wp-content/uploads/2023/08/6A.pdf>
3. County Connection Link Monthly Report: <http://countyconnection.com/wp-content/uploads/2023/08/5b.pdf>
4. The CCTA Project Status Report may be downloaded at: <https://ccta.net/wp-content/uploads/2023/06/QPSR-Apr-Jun-2023-FINAL-Combined-package.pdf>
5. The CCTA Board will hold a special meeting on September 13, 2023. The regular meeting scheduled for September 20, 2023, is canceled. The next regular meeting will be held on October 18, 2023.
6. The CCTA Administration & Projects Committee (APC) meeting was held on September 7, 2023. The next regular meeting is scheduled for October 5, 2023.
7. The CCTA Planning Committee (PC) meeting was held on September 7, 2023. The next regular meeting is scheduled for October 5, 2023.
8. The CCTA Calendar for September 2023 to December 2023 may be downloaded at: <https://ccta.primegov.com/Portal/viewer?id=20156&type=2>

- f. CONSIDER MEETINGS OF TRANSPAC BOARD AND SUBCOMMITTEES PURSUANT TO THE PROVISIONS OF AB361.** On February 28, 2023 the Governor ended the state of emergency and Contra Costa Health Services recently released new guidance relaxing safety recommendations for public meetings. At the May 11, 2023 meeting, the TRANSPAC Board authorized hybrid TRANSPAC Board meetings pursuant to the Brown Act provisions under AB361 and consistent with the Contra Costa Health Services' recommendation for social distancing (when feasible). By way of this action, Board members will attend in-person with a remote meeting option for members of the public. Other TRANSPAC bodies including the TRANSPAC TAC, special and/or ad-hoc committees will continue meeting virtually. This action requires that the TRANSPAC Board reconsider the circumstances of meetings of TRANSPAC every 30 days per AB361. 🌀 **Page 51**

ACTION RECOMMENDATION: Reauthorize the continuation of remote meetings of the legislative bodies of TRANSPAC pursuant to the Brown Act provisions under AB361 through October 14, 2023. By way of this action, TRANSPAC will conduct in-person meetings with a hybrid component for public participation for regular TRANSPAC Board meetings. Other TRANSPAC bodies

including the TRANSPAC TAC, special and/or ad-hoc committees will continue meeting virtually.

- g. TRANSPAC QUARTERLY FINANCIAL REPORT.** 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 2022/23 for the period ended June 30 2023 as well as additional financial reports.

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ACTION RECOMMENDATION: Accept the Quarterly Financial Report for the period ended June 30, 2023.

Attachment: Staff Report

END CONSENT AGENDA

- 4. AUDIT SERVICES FOR TRANSPAC.** The TRANSPAC JPA specifies that an independent audit is to be made by a certified public accountant to assure compliance with requirements of Government Code Section 6505 regarding the strict accountability of all funds. The current contract with Cropper Accountancy Corporation provides for audit services through FY 2022/2023 and a new contract will be required for the audit for FY 2023/2024. Staff is proposing to initiate a procurement process to select an auditor for the upcoming years.

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ACTION RECOMMENDATION: Authorize staff to initiate an informal procurement process to collect proposals for TRANSPAC audit services that will result in a recommendation on the procurement at a future TRANSPAC Board Meeting.

Attachment: Staff Report

INFORMATION ITEMS

- 5. REGIONAL COORDINATION WITH PARTNER AGENCIES.** The TRANSPAC Board approved the FY 2023-2024 workplan which identified priority topics and tasks of focus for the current fiscal year. Among the identified work, is regional coordination with neighboring Regional Transportation Planning Committees (RTPC's) such as TRANSPLAN and SWAT. TRANSPAC held a joint meeting with TRANSPLAN in October, 2021 and discussed pursuing another joint meeting, this time with SWAT. Staff is in communication with SWAT about a potential joint meeting and will provide additional information at this meeting. The

Board is requested to consider potential topics for discussion with SWAT. (INFORMATION)

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Attachment: Staff Report

- 6. TRANSPAC CCTA REPRESENTATIVE REPORTS.**
- 7. TAC ORAL REPORTS BY JURISDICTION.**
- 8. BOARD MEMBER COMMENTS.**
- 9. MANAGING DIRECTOR'S REPORT.**
- 10. ADJOURN / NEXT MEETING.**

The next regular meeting is scheduled for October 12, 2023 at 9:00 A.M at the Pleasant Hill City Hall Large Community Room at 100 Gregory Lane, Pleasant Hill. There will be a remote teleconference option for members of the public. Remote teleconference information for members of the public will be included in the posted meeting materials.

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TRANSPAC Committee Meeting Summary Minutes

MEETING DATE: June 8, 2023

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

PLANNING COMMISSIONERS PRESENT: Craig Mizutani, Concord

STAFF PRESENT: Melody Reeb, County Connection; Smadar Boardman, Walnut Creek; Robert Sarmiento, Contra Costa County; John Cunningham, Contra Costa County; Matt Todd, TRANSPAC; Tiffany Gephart, TRANSPAC

GUESTS/PRESENTERS: Matt Kelly, CCTA; Christian Lepe, MDUSD; Julie Carpenter, MDUSD; Sasha Dansky, Mark Thomas; Sam Sharvini, Mark Thomas; Scott Simmons

MINUTES PREPARED BY: Tiffany Gephart

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

Chair Cloven called the meeting to order at 9:01 A.M.

2. Public Comment

There were no comments from the public.

3. Consent Agenda

- a. Approval of Minutes:
 - Minutes of the May 11, 2023 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. RTPC Meeting Summary Letters
- e. CCTA Meeting Updates and Countywide Information Links
- f. Consider Meetings of the TRANSPAC Board and Subcommittees. *Action: Reauthorize the continuation of remote meetings of the legislative bodies*

of TRANSPAC pursuant to the Brown Act Provisions under AB361 through July 8, 2023. By way of this action, TRANSPAC will conduct in-person meetings with a hybrid component for public participation for regular TRANSPAC Board meetings. Other TRANSPAC bodies including the TRANSPAC TAC, special and/or ad-hoc committees will continue meeting virtually.

On motion by Commissioner Noack seconded by Commissioner Obringer to approve the consent agenda by majority vote of the members present (Cloven, Haskew, Carlson), Commissioner Noack and Obringer approved consent items 3b-3f and abstained from item 3a.

End Consent Agenda

4. TRANSPAC WORKPLAN AND BUDGET FOR FISCAL YEAR 2023/2024.

Mr. Todd provided a summary of the final budget and workplan details including the Managing Director and Clerk Contract amendment.

There were no comments from the Board.

On a motion by Commissioner Carlson, seconded by Commissioner Haskew to approve the workplan and budget and GBS contract amendment for FY 2023/2024 (consistent with budget assumptions) by unanimous vote of the members present (Haskew, Cloven, Noack, Obringer, Carlson).

Commissioner Ross entered the meeting.

7. STATE ROUTE 4 VISION STUDY.

This item was moved forward.

Matt Kelly of CCTA introduced the item. Sasha Dansky of Mark Thomas gave a presentation on the State Route 4 Vision Study.

Commissioner Noack asked how public feedback is considered, for example, the I-680/HWY 4 interchange project. Mr. Dansky commented that this project is unique in that it is very large and has many phases. Excepting that project, staff are mostly looking at unfunded studies to rank and prioritize projects and priorities to seek future funding. Commissioner Noack expressed concern that the public could be unaware of the impact of the project and construction. Mr. Dansky noted that the challenge with public outreach is information overload and noted that staff have been intentional in presenting information at each outreach event.

Mr. Dansky noted that Commissioner Noack's comments are taken into consideration and will discuss amongst project staff.

Commissioner Obringer asked about the inclusion of Kirker Pass/Ygnacio Valley routes in this Corridor study. Mr. Dansky commented that it did come up in discussion and the project staff are considering how to incorporate those routes into the study. Commissioner Obringer further asked about the Smart Signals Project and how that fits into the study. Mr. Dansky commented that the Smart Signals project is being evaluated and ranked as part of the study.

Commissioner Obringer clarified if the truck activity along SR 242/ HWY 4 is inclusive of Concord. Mr. Dansky commented that the area around Port Chicago is the second highest area of truck activity in the county.

5. CONSIDER SPECIAL MEETINGS OF THE TRANSPAC BOARD FOR ASSEMBLY BILL 361 COMPLIANCE.

There was general discussion regarding remote meetings and the CCTA interpretation of AB361 requirements. It was agreed to conduct in-person meetings with a hybrid component for public participation for regular TRANSPAC Board meetings and that other TRANSPAC bodies including the TRANSPAC TAC, special and/or ad-hoc committees will continue meeting virtually, similar to how CCTA is operating. We will also continue to work with CCTA and reconsider these assumptions if conditions change.

The Board agreed to hold special meetings on the following dates to maintain AB361 Compliance through September 14, 2023:

- Thursday Jul 6, 2023 at 8:15 A.M.
- Thursday August 3, 2023 at 9:00 A.M.
- Thursday, August 31, 2023 at 8:45 A.M. (prior to the TRANSPAC TAC meeting)

6. MOUNT DIABLO UNIFIED SCHOOL DISTRICT – TRAFFIC, SAFETY AND COORDINATION DISCUSSION.

Christian Lepe and Julie Carpenter of Mount Diablo Unified School District (MDUSD) presented current transportation initiatives to address congestion and safety. Mr. Lepe noted that AB181, the home to school transportation reimbursement, was adopted by the school board in March of 2023. This legislation will allow schools to provide transportation to students out of the Board designated walking zones. Mr. Lepe commented that the district has recruited and trained 8 additional drivers. Mr. Lepe noted that an ongoing challenge is a shortage of drivers. The district also added a survey to the website where parents can request transportation if they are out of the walking zones. There is not a guarantee that those families will receive transportation but the legislation allows for a 60% reimbursement of certain line items so that

staff can look for alternatives and partner with other entities such as purchasing bus passes from County Connection.

Mr. Lepe commented that MDUSD coordinated with County Connection to develop a heat map of where the students are located (Concord, Walnut Creek and Pleasant Hill). Mr. Lepe noted a challenge is that several schools are schools of choice and therefore have students coming from various parts of the county.

Commissioner Carlson asked with regard to Sequoia (which is a school of choice), if there are other options such as staggered start times. Mr. Lepe commented that staff researched staggered start times and there are bargaining unit limitations that would have to be negotiated. There can also be challenges with bus schedules. Commissioner Carlson further asked if parents can be charged a fee. Mr. Lepe noted that this question has come up and staff will be looking into it. Mr. Lepe commented that there may be some equity concerns as well. Commissioner Carlson agreed that equity is important and further noted that in many cases a mitigation fee to parents is a lot less than a traffic ticket.

Commissioner Obringer asked if students would be able to take transportation (for schools of choice). Mr. Lepe noted that transportation is only available for neighborhood schools and that a small percentage of students are eligible for transportation. Mr. Lepe commented that the AB181 legislation focuses on items such as support for the unhoused, special education students, and funding those programs. Mr. Lepe also noted that they transport general education students in the Bay Point area that attend Mount Diablo because of the closure of the high school in the Bay Point area and additionally transport the former Glenbrook school students to El Dorado middle school.

Commissioner Noack asked if Sequoia is a residential school for Monte Gardens. Ms. Carpenter commented that Sequoia is a school of choice. Commissioner Noack further asked if there is any system to assist with carpool programs. Mr. Lepe commented that there is not currently a system in place nor a requirement. Ms. Carpenter commented that the best way to solve the issue is to approach each school's administration and offer an opportunity for parents to sign up for carpool. Mr. Lepe noted that suggestions were made to the administrators and principals on various opportunities, including walking and biking programs.

Ms. Carpenter noted in many cases transportation staff lack the authority to fix certain issues. Ms. Carpenter noted that they have reached out to County Connection to see what can be done. It was noted in the general discussion that queues of parents waiting to pick up their children block emergency access vehicles. Commissioner Obringer asked if the safety concerns are addressed in the school safety plan such as emergency access. Commissioner Noack commented that she has attended meetings regarding the safety plans and noted that there has not been a traffic related safety plan.

Commissioner Noack commented that several infrastructure upgrades are being done at various intersections in Pleasant Hill including stop signs, speed bumps and flashing beacons.

Commissioner Noack further commented that there will not be funding for crossing guards after 2023 except for a couple of sites. Mr. Lepe commented that a survey was put out for volunteer crossing guards and there was some interest. Mr. Lepe commented that there isn't any training available currently. Ms. Carpenter asked if training for volunteer crossing guards could be a funding area that the Board can support. Commissioner Noack commented that she is not sure if the existing funding falls into the school category that the Board has direct authority to disburse.

Mr. Todd noted that 511 Contra Costa is another resource and could be considered for resources to assist schools. Staff can reach out to CCTA as well to see if there is any funding available and for crossing guard training. Mr. Todd further noted that 511CC does offer bicycle training. Commissioner Noack commented that there are liability concerns with the training and oversight of the crossing guards.

Commissioner Obringer asked about potential funding related to offsetting carbon emissions. Commissioner Noack commented that she has raised the issue with state and federal legislators and that there is no funding for school transportation.

Melody Reeb commented that she will be taking to an item to the CCCTA Board to increase the youth fair discount pilot program to 50%.

8. TRANSPAC CCTA REPRESENTATIVE REPORTS.

Commissioner Noack commented that she did not attend the recent CCTA Board meeting but noted that she will report in the future on CCTA and MTC. Commissioner Noack commented on the "fiscal cliff" BART is approaching in 2025 and there is discussion around what impact this will have. There are letters of support going to the state legislature to get support to keep transit going. Commissioner Noack commented that there is a lot of work being done along I-680/HWY 4 and there will be more to update at the next meeting.

9. TAC ORAL REPORTS BY JURISDICTION

No comments from the TAC.

10. BOARDMEMBER COMMENTS

Commissioner Obringer commented that the RFQ has been released for the redevelopment of the former Concord Naval Weapons Station as of June 1. Response are due by June 14th at 5pm.

10. MANAGING DIRECTOR'S REPORT

Mr. Todd introduced Craig Mizutani, Planning Commissioner recently appointed to Concord. Mr. Todd commented that the June 29th TAC and July 13th Board meeting will be canceled.

11. ADJOURN / NEXT MEETING The meeting adjourned at 10:30 a.m. The next special meeting will be held on July 6, 2023 at 8:15 A.M. The next regular meeting will be held on September 14, 2023 at the City of Pleasant Hill Large Community Room – 100 Gregory Lane, Pleasant Hill. Remote teleconferencing information for members of the public will be included in the posted meeting materials.

TRANSPAC Board Special Meeting Summary Minutes

MEETING DATE: July 06, 2023

MEMBERS PRESENT: Peter Cloven (Chair), Clayton; Sue Noack (Vice Chair), Pleasant Hill; Loella Haskew, Walnut Creek; Carlyn Obringer, Concord; Ken Carlson, Contra Costa County

PLANNING COMMISSIONERS PRESENT:

STAFF PRESENT: Terry Bowen, TRANSPAC; Tiffany Gephart, TRANSPAC

MINUTES PREPARED BY: Tiffany Gephart

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

Chair Cloven called the meeting to order at 8:15 A.M.

2. Public Comments

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 AB361.

On motion by Commissioner Noack seconded by Commissioner Haskew to reauthorize the continuation of remote meetings of the legislative bodies of TRANSPAC pursuant to the Brown Act provisions under AB361 through September 5, 2023. By way of this action, TRANSPAC will conduct in-person meetings with a hybrid component for public participation for regular TRANSPAC Board meetings. Other TRANSPAC bodies including the TRANSPAC TAC, special and/or ad-hoc committees will continue meeting virtually. (Cloven, Noack, Haskew, Obringer, Carlson).

4. BOARDMEMBER COMMENTS

There were no comments.

5. ADJOURN / NEXT MEETING The meeting adjourned at 8:19 A.M. There will be a special meeting on August 3, 2023 at 8:45 A.M. The next regular meeting is scheduled for September 14, 2023 at 9:00 A.M. at Pleasant Hill City Hall in the Large Community Room, 100 Gregory Lane, Pleasant Hill.

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TRANSPAC Board Special Meeting Summary Minutes

MEETING DATE: August 3, 2023

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

PLANNING COMMISSIONERS PRESENT:

STAFF PRESENT: Matt Todd, TRANSPAC; Tiffany Gephart, TRANSPAC

MINUTES PREPARED BY: Tiffany Gephart

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

Chair Cloven called the meeting to order at 9:00 A.M.

2. Public Comments

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 AB361.

On motion by Commissioner Carlson seconded by Commissioner Noack to reauthorize the continuation of remote meetings of the legislative bodies of TRANSPAC pursuant to the Brown Act provisions under AB361 through September 2, 2023. By way of this action, TRANSPAC will conduct in-person meetings with a hybrid component for public participation for regular TRANSPAC Board meetings. Other TRANSPAC bodies including the TRANSPAC TAC, special and/or ad-hoc committees will continue meeting virtually. (Cloven, Noack, Ross, Haskew, Carlson, Obringer).

4. BOARDMEMBER COMMENTS

There were no comments.

5. ADJOURN / NEXT MEETING The meeting adjourned at 9:03 A.M. A special meeting is scheduled for August 31, 2023, 2023 at 8:45 A.M. The next regular meeting is scheduled for September 14, 2023 at 9:00 A.M. at Pleasant Hill City Hall in the Large Community Room, 100 Gregory Lane, Pleasant Hill.

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TRANSPAC Board Special Meeting Summary Minutes

MEETING DATE: August 31, 2023

MEMBERS PRESENT: Peter Cloven (Chair), Clayton; Loella Haskew, Walnut Creek; Mark Ross, Martinez; Carlyn Obringer, Concord; Ken Carlson, Contra Costa County

PLANNING COMMISSIONERS PRESENT:

STAFF PRESENT: Matt Todd, TRANSPAC; Tiffany Gephart, TRANSPAC

MINUTES PREPARED BY: Tiffany Gephart

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

Chair Cloven called the meeting to order at 8:45 A.M.

2. Public Comments

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 AB361.

On motion by Commissioner Haskew seconded by Commissioner Carlson to reauthorize the continuation of remote meetings of the legislative bodies of TRANSPAC pursuant to the Brown Act provisions under AB361 through September 30, 2023. By way of this action, TRANSPAC will conduct in-person meetings with a hybrid component for public participation for regular TRANSPAC Board meetings. Other TRANSPAC bodies including the TRANSPAC TAC, special and/or ad-hoc committees will continue meeting virtually. (Cloven, Haskew, Ross, Obringer, Carlson).

4. BOARDMEMBER COMMENTS

There were no comments.

5. ADJOURN / NEXT MEETING The meeting adjourned at 8:48 A.M. The next regular meeting is scheduled for September 14, 2023 at 9:00 A.M. at Pleasant Hill City Hall in the Large Community Room, 100 Gregory Lane, Pleasant Hill.

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EXECUTIVE DIRECTOR'S REPORT

July 19, 2023

Meeting with 511 Contra Costa: June 19, 2023

Ying Smith and I met with the 511 Contra Costa program team for the Central County Transportation Partnership and Cooperation Committee (TRANSPAC) and East County Transportation Planning Committee (TRANSPLAN) to discuss various data driven Transportation Demand Management measures for reducing future Vehicle Miles Traveled (VMT). Current transit and ridesharing incentive programs rely in large part on self-reported behavior and average trip length defaults. The goal of a data-driven approach would be to capture and reward actual mode choice and origin and destination information for more accurate VMT reporting. 511 Contra Costa provides effective marketing for the use of alternative modes through a [newsletter](#) with more than 25,000 subscribers and a robust social media presence. 511 Contra Costa offers incentives, a Guaranteed Ride Home program, and personalized commute planning for commuters; e-bike rebates for county residents; bus passes, free bike helmets, and bike-ped safety education for students; and popular family-friendly programs including the Winter Walk Challenge and the Summer Bike Challenge. 511 Contra Costa also helps fund bike racks and e-lockers throughout Contra Costa County, provides employers with green commute information, and partners with the Contra Costa County Library to provide free Clipper cards for the Discover & Go program.

Authority staff have held and will continue to hold similar conversations with the teams from the Southwest Area Transportation Committee (SWAT) and West Contra Costa Transportation Advisory Committee (WCCTAC) 511 program offices. The input will support the Authority's initiatives to revamp the Travel Demand Management efforts in future years.

Various data benchmarks:

- 25,000+ Newsletter subscribers with an average open rate of 38%.
- Social media followers (various platforms): 6,500
- [Website](#) traffic:
 - **Daily** unique users: 225+
 - **Monthly** page views: 12,000+
- Ebike Rebates: 1,159 rebates issued to date.
- Summer Bike Challenge: 2500+ participants currently registered.
- Discover & Go (Library partnership providing free transit to museums): 500 Clipper cards issued per year.
- Commute Incentives (various promotions): 1,466 incentives issued in Fiscal Year 2022-23. *(Additional, different commute incentives are issued by the WCCTAC and SWAT project teams.)*
- Youth Bike Helmets provided: 660 helmets distributed during 2022-23 school year; 6,348 distributed since 2013.

- Bike-ped safety presentations by Street Smarts Diablo: 54 schools visited in 2022-23 school year; 31 presentations are currently [scheduled](#) for Fall 2023.
- Free back-to-school bus passes for students: 2,064 issued in 2022 for students in central/eastern Contra Costa (*Additional student bus passes were issued by the WCCTAC and SWAT project teams*).
- Back to School Carpool incentive: 173 participants in 2022.
- Summer Youth Bus Pass (discounted 3-month flash pass): 176 passes sold to date, expecting to sell 200+ by July 2023.

East Bay Economic Development Association (EDA) Meet the Innovators: June 20, 2023

I was invited to speak at the East Bay EDA Meet the Innovators event in San Ramon, CA to discuss the Authority's biggest successes to date, major local and regional transportation issues and priorities, and the biggest challenges in the future.

East Bay Leadership Council (EBLC) Reception: June 20, 2023

EBLC hosted a reception for Commissioner Noack at the Authority's office to recognize her appointment to the Metropolitan Transportation Commission.

East Bay Regional Park District (EBRPD) GoMentum Station Tour: June 22, 2023

I provided a tour of GoMentum Station to the new EBRPD Director John Mercurio to review the program, discuss upcoming developments, and the benefits to Contra Costa County.

CCTA 4.0 Public Managers Association (PMA) Steering Committee Meeting: July 5, 2023

We formed a steering committee from the PMA for the continued development of CCTA 4.0. The steering committee is formed by the City Managers from the cities of Oakley, Concord, and Pinole, and the Town of Danville providing representation from the four subregions. At the meeting, I provided a detailed overview of CCTA 4.0 and we discussed how the Authority can support the local jurisdictions in the future.

Rijkswaterstaat GoMentum Station Tour: July 5, 2023

I provided a tour of GoMentum Station to a delegation from the Netherlands Rijkswaterstaat. Rijkswaterstaat is responsible for the design, construction, management, and maintenance of the main infrastructure facilities in the Netherlands. They were interested in the facilities, operations, and management of GoMentum Station as they are planning to create a similar program. We continue to build our partnership with the Netherlands through a Memorandum of Understanding that was signed in 2017.

Transportation Research Board (TRB) Automated Road Transportation Symposium (ARTS):

July 10-14, 2023

I was invited to speak at two sessions during the 2023 TRB ARTS in San Francisco, California. The first session was focused on zoning, real estate, and the impacts of autonomous vehicles. I spoke about the Presto shuttle at Bishop Ranch and the expansion to Rossmoor, as well as the Martinez County Hospital and Dynamic Personal Microtransit projects. The second session was about incubation of autonomous vehicles in managed lanes, and I discussed the Innovate 680 program and how we are preparing the corridor for the future.

Innovate 680 Policy Advisory Committee (PAC) #14: July 12, 2023

The Authority hosted the 14th meeting of the Innovate 680 PAC. Staff provided an update on the program and projects, recent tour of TranStar, bus on shoulder demonstration in San Diego, and development of the Comprehensive Multimodal Corridor Plan.

Summer Event Series

The Authority is hosting a booth at more than 19 community events this summer (at least one for each city/town) to increase awareness of the Authority and gather public input about our active projects. We kicked off this summer event series with the *Pinole Classic Car Show* on June 25, 2023. Our booth included a 6-foot "Join Us" pop up banner that encouraged visitors to learn more about our agency and a "Countywide Initiatives" banner with information about our larger efforts. Each banner has QR codes that when scanned with a smart phone, brings viewers to a page on our website to learn more. During this event, we had 108 visitors to our booth and 244 visitors to our PRESTO shuttle! In the coming months, we have many more events planned and look forward to a summer full of quality engagement with residents.

On July 1, 2023, we hosted a booth at the Pittsburg Branches of Community Services Summer Kick-Off. For this event, our booth featured a 10-foot-long custom Authority backdrop, our "Join Us" banner, our "Countywide Initiatives" banner and our "Highway 4" banner. It was a particularly warm day, which may have contributed to the overall low attendance at the event. We saw just 40 booth visitors and 97 PRESTO shuttle visitors in the City of Pittsburg.

Communication Update

CCTA's website ([ccta.net](https://www.ccta.net)) remains our strongest, public-facing asset. During June 2023, our website had 2,417 visitors which is a 33% increase from the previous month. Total sessions went up 32% to 4,062 and total page views increased by 79% to 8,612. The top three pages visited were: *Home*, *Meetings*, and *Our Team*. This data shows that our website traffic has increased significantly since May 2023.

Our social media metrics also remain strong with 1,187 LinkedIn followers and 1,113 Twitter followers to date. The Authority's LinkedIn and primary Twitter account saw strongest performance when playing to its core platform audiences, with job postings and community-focused content seeing high reach and engagement on the respective platforms. The Authority's posts about PRESTO will increase beginning in July 2023, especially as they relate to the summer events campaign.

Presto Service Update

Since my last update, the PRESTO service at Bishop Ranch has experienced significant gains in ridership adoption, route optimization, and community relations.

Ridership for June 2023 totaled 206 passengers, an average of 52 passengers a week, showing a 70% increase from May 2023.

As PRESTO service continues to gain popularity, ridership trends continue to confirm the following:

- Many PRESTO passengers are utilizing the service between the hours of 11:00 am and 2:00 pm.
- Moovit data shows the continued growth of first-time riders.
- School schedules continue to impact PRESTO ridership, as in the last week of school, there was a 36% drop in service usage from our highest ridership week.

We continue to work with Beep on route optimization. During June 2023, an additional stop station at the 2600 Building, near the General Electric stop station, was added; the 2700 Building (the SAP stop station) was relocated for higher visibility, and the route was modified for more efficient passenger service.

To help promote the service, Bishop Ranch held an event for their tenants on June 20, 2023. During this event, outside of the 2600 Building at the new stop, tenants were invited to meet PRESTO and Authority representatives to learn more about the service and future of transportation in Contra Costa County.

The PRESTO service is still experiencing occasional downtime due to communications issues with the Global Navigation Satellite Systems base, which helps reference the shuttle's location along its service route. The hardware enhancements and software upgrades made later in the month have greatly reduced the amount of downtime for PRESTO.

Staff Out-of-State Travel: Commissioner Carlson attended the TranStar Tour in Houston, TX from April 30-May 1, 2023, for a total amount of \$1,538.23. Ivan Ramirez attended the Association for the Advancement of Cost Engineering International Conference & Expo 2023 in Chicago, IL from June 10-14, 2023, for a total amount of \$3,241.91.

EXECUTIVE DIRECTOR'S REPORT

September 13, 2023

Innovate 680 Policy Advisory Committee (PAC) Meeting #14: July 12, 2023

The Authority hosted the 14th meeting of the Innovate 680 PAC. Staff provided an update on the program and projects, recent tour of TranStar in Houston, the bus on shoulder demonstration in San Diego, and development of the Comprehensive Multimodal Corridor Plan for the Interstate 680 (I-680) corridor.

Alameda-Contra Costa Transit District (AC Transit) Meeting: July 19, 2023

Ying Smith and I met with Michael Hursh, Robert del Rosario, and Mallory Nestor-Brush from AC Transit to discuss accessible transportation and expansion of the one-seat ride program in west Contra Costa County.

GoMentum Station Ad Hoc Committee Meeting #4: July 20, 2023

Jack Hall and I met with the GoMentum Station Ad Hoc Committee (Chair Glover, Commissioner Arnerich, and Commissioner Noack) to discuss the future plans, economic development, and workforce development programs for the GoMentum Station program.

California State Transportation Agency (CalSTA) Meeting: July 21, 2023

Greg Baer, the Director of Airports for Contra Costa County, and I met at Byron Airport with Lori Pepper, Deputy Secretary for Innovative Mobility Solutions for CalSTA, to provide a tour of Contra Costa County's Bay Area Testing Program, which test electric vehicle takeoff landing (EVTOL) for urban air mobility.

Transportation Research Board (TRB) Annual Law Conference: July 26, 2023

I was invited to speak at the TRB Annual Law Conference to discuss the regulatory framework for autonomous vehicles, how we are implementing projects within the current framework, and our insights to future modifications to scale the autonomous vehicle industry.

American Council of Engineering Companies (ACEC) Board Meeting: July 27, 2023

I was invited to speak at the ACEC Board meeting as part of the Diversity, Equity, and Inclusive (DEI) Plan to share how the Authority is addressing DEI through our programs and projects. I spoke about our Disadvantaged Business Enterprise (DBE) program, diverse staff, Science, Technology, Engineering, and Mathematics (STEM) programs, and various projects that are guided by DEI, such as the workforce development program for the Electric Vehicle Installation Training Program, implementation of the Accessible Transportation Strategic Plan, and Safe Streets for All grant.

American Public Transportation Association (APTA) Technology Conference: July 31, 2023

I was invited to speak at the APTA Technology conference to discuss our vision for Mobility-as-a-Service, collection of data, and incentivizing travel behavior through the Innovate 680 program.

GoMentum Station Tour with East Japan Railway: August 4, 2023

Jack Hall provided a tour to executives from East Japan Railway to understand the program and meet with Glydways to better understand Dynamic Personal Micro-Transit (DPMT).

Iron Horse Trail (IHT) Advisory Committee Meeting: August 7, 2023

I was invited to speak to the IHT Advisory Committee to provide insights on how to implement Assembly Bill 1025 requirements through a vision of a multimodal corridor. I discussed opportunities, such as access for e-bikes, allowing access for e-scooters, use of shared autonomous vehicles, and implementation of DPMT in the corridor.

IndyGo Meeting: August 8, 2023

Rashidi Barnes, Chief Executive Officer of Eastern Contra Costa Transit Authority, dba Tri Delta Transit, and I met with IndyGo to tour their Bus Rapid Transit (BRT) system and transit vision. IndyGo developed a future transit operations plan, assessed benefits, such as ridership and economic development, and was able to pass a voter-approved referendum to fund the plan. We learned best practices for implementation and operations of BRT.

GoMentum Station Tour with Assemblymember Tim Grayson: August 10, 2023

I met with Assemblymember Grayson at GoMentum Station to discuss the benefits of commercial autonomous vehicle testing and addressing challenges, such as a shortage of truck drivers and gaps in supply chain.

On the Patio Podcast: August 11, 2023

I recorded the fifth episode of the On the Patio podcast with Executive Director Andrew Fremier from the Metropolitan Transportation Commission (MTC). We discussed what MTC is, the role they play in the Bay Area, key initiatives in the Bay Area such as Network Management, and regional projects in Contra Costa County including the Richmond-San Rafael Bridge Forward project, I-80 Design Alternative Assessment, and Innovate 680.

Intelligent Transportation Society of America (ITSA) Urban Mobility Wallet Meeting: August 15, 2023

I was invited to speak at the ITSA Urban Mobility Wallet meeting to discuss the development of the Mobility-as-a-Service platform and mobility wallet concept that will be implemented with the platform.

University of California (UC), Berkeley Institute of Transportation Studies (ITS) Award Ceremony: August 16, 2023

The UC Berkeley ITS named me the recipient of the 2023 ITS Distinguished Award for Advancement of Research and Innovation. ITS recognized our robust partnership on intelligent transportation research through grants and projects with UC, Berkeley ITS.

Autonomous Mobility Webinar: August 24, 2023

I was invited to speak at the first Autonomous Mobility Webinar hosted by Jacksonville Transit Authority to discuss the challenges of the current regulatory framework, public acceptance, and workforce development for the implementation and scalability of autonomous vehicles.

Intelligent Transport Systems (ITS) Global Summit: August 28, 2023

I was invited to speak in the opening plenary session to discuss accessibility and inclusiveness at the ITS Global Summit in Melbourne, Australia. I discussed the challenges and barriers for low-income and seniors in Contra Costa County and how we are addressing them through providing shuttles at Rossmoor Senior Community, wheelchair accessible shuttles to the County Regional Medical Facility in Martinez, and DPMT in east Contra Costa County. I was also invited to speak about best practices and challenges to operate autonomous vehicle testing facilities.

On the Patio Podcast: September 5, 2023

I recorded the sixth episode of the On the Patio podcast with Kam Schroeder, Managing Director and Executive Vice President for the East Bay, with Newmark. We discussed the trends in working from home, impacts on transportation, shift in travel behavior, and migration of business to the East Bay.

Summer Community Event Series

This summer, the Authority is hosting booths at 21 community events, with at least one appearance planned for each city/town in Contra Costa County. **In July and August, 9 events were held** at locations in the cities of Pittsburg, San Ramon, Hercules, San Pablo, Orinda, Concord, El Cerrito, Brentwood, and Martinez. Each appearance took place at high-attendance community events such as local farmer's markets and National Night Out. The Authority's booth was stocked with an array of educational engagement materials including brochures, fact sheets, Authority-branded giveaways, coloring sheets, and comment cards to collect written feedback.

The purpose of the Authority's presence was to raise awareness of our work and gather input on our active projects, including the State Route 4 Corridor Vision Study and the Countywide Transportation Safety Action Plan. Additionally, the Authority partnered with the California Department of Transportation at events in the cities of San Ramon, Martinez, and Concord to present materials for the I-680 Comprehensive Multimodal Corridor Plan.

Across all July and August events, Authority staff counted a total of **1333 visitors to the Authority's booth**, and at least **1736 visitors to the PRESTO shuttle**. The event with the highest attendance was National Night Out in the City of Hercules, with an impressive 247 booth visitors and 382 shuttle visitors. Most events featured several VIP guests, including Commissioners Kelley and Fadelli and various local elected officials.

Authority staff took detailed notes on interactions with attendees and collected comment cards at each event. The majority of feedback we received was highly positive, especially surrounding the PRESTO shuttle. Other common themes included:

- A desire for more and improved public transit options, including expansions in AMTRAK/Bay Area Rapid Transit (BART) services, light rail, ferry service, and free shuttles to BART stations.
- Support for improved bike lanes and safety measures, although some attendees perceived bike facilities as a misplaced priority over public transit improvements.
- Concerns about the current state of existing transit options, especially regarding safety and cleanliness on BART.

As we gear up for our next round of events in September and October, we look forward to deepening our engagement with Contra Costa County residents and providing new opportunities for community participation in the Authority’s projects and planning efforts. We have a total of nine events remaining.

Website Update

Our ongoing summer outreach efforts appear to be having a significant impact on CCTA’s website (ccta.net) as the website saw a major increase in traffic over the past two months. Our last report highlighted a 79% jump in total page views from May to June, but between July and August, there was an average of 17,153 views, leading to a 99% increase over June. In July, our most popular pages were *Home*, *Meetings*, and the *Charge Up E-Bike Rebate Program*. In August, the top three pages visited were: *Home*, *Meetings*, and *Our Team*.

Social Media Update

Our social media metrics also saw a boost over the summer months. We saw a 10% increase in our LinkedIn following between June and August, and we now have 1,238 followers on the platform. In July the most popular post highlighted our summer kickoff event in the City of Pittsburg, which featured one of our state-of-the-art PRESTO shuttles. In August, the most popular post was about UC Berkeley ITS selecting me as the recipient of the ITS Distinguished Award for Advancement of Research and Innovation. On X (formerly Twitter), our following has remained consistent, with 1,114 followers to date. The most popular posts on X were based on traffic advisories and calls to action regarding safety surveys or volunteer work for Authority committees. Community-focused content is still seeing the highest reach and engagement on the Authority’s social media accounts. Post engagement on the Authority’s new PRESTO account on X remained consistent from June to August, at 2.3%, but the account also saw a spike in July – with engagement reaching 3.9%. The PRESTO Instagram account is rolling out slowly with one post per month, but engagement is high, at 18.5% in July, and 21.7% in August, indicating the public’s interest in the content.

PRESTO Service Update

The PRESTO service at Bishop Ranch in the City of San Ramon has been underway for four months, and over 800 riders have taken a ride on the shuttle.

The PRESTO team continues to work closely with the Bishop Ranch team to introduce new tenants to the service and to optimize operations by reducing dwell times at the stop stations.

As PRESTO service continues to be evaluated, ridership trends continue to confirm the following:

- The Transit Center and City Center stops are the most utilized by riders.
- Many PRESTO passengers are utilizing the service during the “mid-day/lunch period” between the hours of 11:00 am and 2:00 pm.
- As the summer ends, there has been a recent increase in ridership.

The ridePRESTO.com website has received an update allowing downtime notifications to be published in real-time, allowing riders to have more information about their upcoming trips.

In late July, to help build relationships in the community, PRESTO participated in the weekend Farmer's Market held at Bishop Ranch.

PRESTO has experienced reduced downtime due to communications issues with the Global Navigation Satellite Systems base, which helps reference the shuttle's location along its service route. The hardware enhancements and software upgrades have been effective in reducing downtime.

Staff Out-of-State Travel: Timothy Hale attended the Public-Private-Partnership (P3) Conference in Dallas, TX from March 5-8, 2023, for a total amount of \$2,655.30. Timothy Hale attended the APTA Legislative Conference in Washington, D.C. from March 12-14, 2023, for a total amount of \$2,870.69. Timothy Hale attended the Federal Advocacy Trip in Washington, D.C from March 27-30, 2023, for a total amount of \$3,883.10. Timothy Hale attended the ITSA Conference in Dallas, TX from April 24-27, 2023, for a total amount of \$1,914.26. Timothy Hale attended the TranStar Tour in Houston, TX from April 30-May 2, 2023, for a total amount of \$2,088.27. Stephanie Hu attended the Coordinated Adaptive Ramp Metering (CARM) Tour in Australia from June 9-17, 2023, for a total amount of \$4,254.71. Jack Hall attended the United States Department of Transportation Autonomous Vehicle meeting in Washington, D.C. from June 29-30, 2023, for a total amount of \$1,369.69.

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COMMISSIONERS

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Chair

Newell Americh,
Vice Chair

Ken Carlson

Paul Fadelli

Loella Haskew

Chris Kelley

Aaron Meadows

Sue Noack

Scott Perkins

Renata Sos

Lamar Thorpe

Timothy Haile,
Executive Director

MEMORANDUM

To: Matt Todd, TRANSPAC
Chris Weeks, SWAT
Robert Sarmiento, TRANSPLAN
Sai Midididdi, TVTC
John Nemeth, WCCTAC
Sivakumar Natarajan, LPMC

From: Timothy Haile, Executive Director

Date: July 18, 2023

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

At its June 21, 2023 meeting, the Authority discussed the following items, which may be of interests to the Regional Transportation Planning Committees:

- A. Innovate 680 (Project 8009):
 - 1. Authorization to Approve the California Department of Transportation Innovation Team (CIT) Annual Workplan for Fiscal Year (FY) 2023-24

Recommendation: Staff sought authorization for the Chair to approve the CIT Annual Workplan for FY 2023-24, in an amount not-to-exceed \$105,380, 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 approve the CIT Annual Workplan for FY 2023-24, in an amount not-to-exceed \$105,380, and allowed the Executive Director or designee to make any non-substantive changes to the language.

2. Project 8009.01 – Authorization to Execute Amendment No. 1 to Agreement No. 529 with Convey Inc. (Convey), Amendment No. 3 to Agreement No. 530 with WSP USA Inc. (WSP), and Amendment No. 1 to Agreement No. 535 with Advanced Mobility Group (AMG) for Strategic Development, Management, and Corridor-Wide Support Services

Recommendation: Staff sought authorization for the Chair to execute Amendment No. 1 to Agreement No. 529 with Convey in the amount of \$423,372, for a new total agreement value of \$1,723,372, to provide public engagement support for the Innovate 680 Program (Program) of projects; Amendment No. 3 to Agreement No. 530 with WSP in the amount of \$2,613,432, for a new total agreement value of \$12,399,615, to provide added scope of design services for Coordinated Adaptive Ramp Metering (CARM) Segment 1 and to extend the agreement termination date from June 30, 2024 to June 30, 2027; and Amendment No. 1 to Agreement No. 535 with AMG in the amount of \$209,375, for a new total agreement value of \$1,059,375, to provide engineering manager support services for the Program; 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 Agreement No. 529 with Convey in the amount of \$423,372, for a new total agreement value of \$1,723,372, to provide public engagement support for the Program of projects; Amendment No. 3 to Agreement No. 530 with WSP in the amount of \$2,613,432, for a new total agreement value of \$12,399,615, to provide added scope of design services for CARM Segment 1 and to extend the agreement termination date from June 30, 2024 to June 30, 2027; and Amendment No. 1 to Agreement No. 535 with AMG in the amount of \$209,375, for a new total agreement value of \$1,059,375, to provide engineering manager support services for the Program; and allowed the Executive Director or designee to make any non-substantive changes to the language.

3. Bay Area Mobility-on-Demand/Mobility-as-a-Service (Project 8009.05) – Authorization to Execute Amendment No. 1 to Agreement No. 539 with the Advanced Mobility Group (AMG) to Provide Project Management (PM), Systems Engineering, Planning, Design, Verification, and Validation Services

Recommendation: Staff sought authorization for the Chair to execute Amendment No. 1 to Agreement No. 539 with AMG in an amount not-to-exceed \$420,500, for a new total agreement value of \$3,920,036, to provide PM, systems engineering, planning, design, verification, and validation, to procure mobility asset vendors services, and to allow the Executive Director or designee to make any non-substantive changes to the language. This amendment updated the Cost Proposal to allow for salary increases as per the approved Cost of Living formula, inclusion of mobility vendors, and extended the agreement termination date from June 30, 2023 to June 30, 2024.

Action: The Authority Board authorized the Chair to execute Amendment No. 1 to Agreement No. 539 with AMG in an amount not-to-exceed \$420,500, for a new total agreement value of \$3,920,036, to provide PM, systems engineering, planning, design, verification, and validation, to procure mobility asset vendors services, extend the agreement termination date from June 30, 2023 to June 30, 2024, and allowed the Executive Director or designee to make any non-substantive changes to the language.

4. Bay Area Mobility-on-Demand (Project 8009.05) – Authorization to Execute Amendment No. 4 to Cooperative Agreement No. 100.01 with the Federal Highway Administration and United States Department of Transportation (FHWA/USDOT) to Extend the Performance Period of the Advanced Transportation and Congestion Management Technologies Deployment Grant

Recommendation: Staff requested authorization for the Chair to execute Amendment No. 4 to Cooperative Agreement No. 100.01 with the FHWA/USDOT to extend the performance period to November 6, 2023, 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. 4 to Cooperative Agreement No. 100.01 with the FHWA/USDOT to extend the performance period to November 6, 2023, and allowed the Executive Director or designee to make any non-substantive changes to the language.

B. Approval to Submit Regional Measure 3 Allocation Requests

Recommendation: Staff sought approval of Resolution 23-28-P, which authorized submittal of an allocation request in the amount of \$8 million for the design phase and \$5 million for the right-of-way engineering phase of the Interstate 680/State Route 4 (SR4) project, Phases 1, 2A, and 4, and Resolution 23-29-P, which authorized submittal of an allocation request in the amount of \$13 million for the construction phase of the SR4 Mokelumne Bike Trail/Pedestrian Overcrossing.

Action: The Authority Board approved Resolution 23-28-P, which authorized submittal of an allocation request in the amount of \$8 million for the design phase and \$5 million for the right-of-way engineering phase of the Interstate 680/State Route 4 (SR4) project, Phases 1, 2A, and 4, and Resolution 23-29-P, which authorized submittal of an allocation request in the amount of \$13 million for the construction phase of the SR4 Mokelumne Bike Trail/Pedestrian Overcrossing.

C. Approval to Adopt the Amended Conflict of Interest (COI) Code of the Contra Costa Transportation Authority

Recommendation: Staff sought approval of Resolution 23-30-A, which adopted the Authority's Amended COI Code and directed that such COI Code be submitted to the Contra Costa County Board of Supervisors as the Authority's code-reviewing body (Government Code, Section (§) 82011) requesting approval of the COI Code as required under Government Code, § 87306.5.

Action: The Authority Board approved Resolution 23-30-A, which adopted the Authority's Amended COI Code and directed that such COI Code be submitted to the Contra Costa County Board of Supervisors as the Authority's code-reviewing body (Government Code, Section (§) 82011) requesting approval of the COI Code as required under Government Code, § 87306.5.

- D. Consider the Conduct for Meetings of the Legislative Bodies of the Authority for July 2023

Recommendation: Staff requested that the Authority Board, having reconsidered the circumstances, continue conducting in-person meetings with a hybrid component for public participation for the regular Authority Board meetings and remote meetings for all other legislative bodies of the Authority and special meetings of the Authority Board pursuant to the Brown Act provision exemptions of Assembly Bill 361 (AB361) and consistent with the Contra Costa Health Services' recommendations for social distancing for public meetings, to adhere to the 30-day reconsideration requirement of AB361.

Action: The Authority Board authorized staff to continue in-person meetings with a hybrid component for public participation for the regular Authority Board meetings and continue conducting remote meetings for all other legislative bodies of the Authority and special meetings of the Authority Board pursuant to the Brown Act provision exemptions of Assembly Bill 361 (AB361) and consistent with the Contra Costa Health Services' recommendations for social distancing for public meetings, to adhere to the 30-day reconsideration requirement of AB361.

- E. Approval of the City of Hercules Calendar Years 2020 and 2021 Measure Growth Management Program (GMP) Compliance Checklist

Recommendation: Staff sought approval of the City of Hercules GMP Compliance Checklist and payment of \$502,084 in Fiscal Year (FY) 2021-22 Local Street Maintenance and Improvement funds to the City of Hercules, with a second (off- year) payment of FY 2022-23 funds on the one-year anniversary of the first payment.

Action: The Authority Board approved the City of Hercules GMP Compliance Checklist and payment of \$502,084 in Fiscal Year (FY) 2021-22 Local Street Maintenance and Improvement funds to the City of Hercules, with a second (off- year) payment of FY 2022-23 funds on the one-year anniversary of the first payment.

- F. Approval of the City of Orinda Calendar Years 2020 and 2021 Measure J Growth Management Program (GMP) Compliance Checklist

Recommendation: Staff sought approval of the City of Orinda GMP Compliance Checklist and payment of \$551,634 in Fiscal Year (FY) 2021-22 Local Street Maintenance and Improvement funds to the City of Orinda, with a second (off-year) payment of FY 2022-23 funds on the one-year anniversary of the first payment.

Action: The Authority Board approved the City of Orinda GMP Compliance Checklist and payment of \$551,634 in Fiscal Year (FY) 2021-22 Local Street Maintenance and Improvement funds to the City of Orinda, with a second (off-year) payment of FY 2022-23 funds on the one-year anniversary of the first payment.

- G. Authorization to Execute Funding Agreements with Contra Costa County Jurisdictions and Contra Costa County to Provide Authority Local Match for the Contra Costa Countywide Smart Signals Project (Project)

Recommendation: Staff sought authorization for the Chair to execute 20 individual funding agreements with each of the 19 jurisdictions and Contra Costa County, in the aggregated total amount of \$3,529,142, to be provided as the 11.47% local match to the \$26,555,000 in One Bay Area Grant Cycle 3 (OBAG 3) funding, to be applied towards the Project, and allow the Executive Director or designee to make any non-substantive changes to the language of the individual funding agreements as needed.

Action: The Authority Board authorized the Chair to execute 20 individual funding agreements with each of the 19 jurisdictions and Contra Costa County, in the aggregated total amount of \$3,529,142, to be provided as the 11.47% local match to the \$26,555,000 in OBAG 3 funding, to be applied towards the Project, and allowed the Executive Director or designee to make any non-substantive changes to the language of the individual funding agreements as needed.

- H. PUBLIC HEARING: Fiscal Year (FY) 2023-24 Proposed Budget for the Authority and Congestion Management Agency

Recommendation: Staff sought approval of Resolution 23-26-A, which will adopt the Authority's FY 2023-24 budget following a public hearing on June 21, 2023. The proposed budget called for funding appropriations totaling \$217.7 million for projects, congestion management, planning, programs, administration, and debt service necessary as required for Authority operations, capital improvements and programmed activities planned from July 1, 2023 through June 30, 2024.

Action: The Authority Board approved Resolution 23-26-A, which adopted the Authority's FY 2023-24 budget following a public hearing on June 21, 2023, for funding appropriations totaling \$217.7 million for projects, congestion management, planning, programs, administration, and debt service necessary as required for Authority operations, capital improvements and programmed activities planned from July 1, 2023 through June 30, 2024.

- I. Adoption of a Publicly Available Pay Schedule for Fiscal Year (FY) 2023-24, Approval of Changes to Authorized Positions, and Approval to Amend the Authority's Salaries, Benefits, and Compensation Plan for July 1, 2021 through June 30, 2024

Recommendation: Staff sought approval of Resolution 21-35-A (Rev 3), which amended the Authority's Salaries, Benefits, and Compensation Plan for July 1, 2021 through June 30, 2024, to: 1) remove the 3.5% Consumer Price Index (CPI) cap; 2) adjust the salary ranges effective July 1, 2023 by 4.9% for inflation by the average 12-month December ended percent change in the CPI for all wage earners of the San Francisco – Oakland – San Jose, California region; 3) add 1.0 Fulltime Equivalent (FTE) position to the Associate Engineer classification and 1.0 FTE position to the Senior Engineer classification, which results in an increase of FTE positions from 23 to 25 for FY 2023-24; 4) recognize Juneteenth as a state holiday and re-assign the floating holiday in February to Juneteenth; 5) change the bereavement leave from three to five days for eligible employees; and 6) approve other administrative changes as noted in the Compensation Plan.

Action: The Authority Board approved Resolution 21-35-A (Rev 3), which amended the Authority's Salaries, Benefits, and Compensation Plan for July 1, 2021 through June 30, 2024, to: 1) remove the 3.5% Consumer Price Index (CPI) cap; 2) adjust the salary ranges effective July 1, 2023 by 4.9% for inflation by the average 12-month December ended percent change in the CPI

for all wage earners of the San Francisco – Oakland – San Jose, California region; 3) add 1.0 Fulltime Equivalent (FTE) position to the Associate Engineer classification and 1.0 FTE position to the Senior Engineer classification, which results in an increase of FTE positions from 23 to 25 for FY 2023-24; 4) recognize Juneteenth as a state holiday and re-assign the floating holiday in February to Juneteenth; 5) change the bereavement leave from three to five days for eligible employees; and 6) approve other administrative changes as noted in the Compensation Plan.

J. State Route 4 Mokelumne Bike Trail/Pedestrian Overcrossing (Project 5002b):

1. Approval to Increase Construction Allotment for Agreement No. 561 with Joseph J. Albanese for Construction Services

Recommendation: Staff sought approval of Resolution 21-41-P (Rev 1), which will increase the authorized construction allotment amount by \$1,575,681, for a new total construction allotment value of \$10,202,270.

Action: The Authority Board approved Resolution 21-41-P (Rev 1), which increased the authorized construction allotment amount by \$1,575,681, for a new total construction allotment value of \$10,202,270.

2. Authorization to Approve Contract Change Order (CCO) No. 19 to Construction Contract No. 561 with Joseph J. Albanese, Inc. (JJA) for Construction Services

Recommendation: Staff sought approval of CCO No. 19 to Construction Contract No. 561 with JJA in the amount of \$1,575,681, for overhead costs associated with project delays and acceleration measures to mitigate the impacts encountered, contingent upon approval of Resolution 21-41-P (Rev 1).

Action: The Authority Board approved CCO No. 19 to Construction Contract No. 561 with JJA in the amount of \$1,575,681, for overhead costs associated with project delays and acceleration measures to mitigate the impacts encountered.

3. Program and Project Management (PPM) Services for the Construction Program – Authorization to Execute Amendment No. 4 to Agreement No. 521 with Cole Management & Engineering, Inc. (CME) for Additional PPM Services

Recommendation: Staff sought authorization for the Chair to execute Amendment No. 4 to Agreement No. 521 with CME in the amount of \$897,030.72, for a new total agreement value of \$5,346,912.90, to provide additional PPM 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. 4 to Agreement No. 521 with CME in the amount of \$897,030.72, for a new total agreement value of \$5,346,912.90, to provide additional PPM services, and allowed the Executive Director or designee to make any non-substantive changes to the language.

- K. San Pablo Avenue Multimodal Corridor Study (Study), Phase 2 Summary of Findings

Recommendation: Staff and consultants provided a summary of the Study phases, findings, and recommendations.

Action: The Authority Board heard the report and provided feedback. This was an informational item only; no staff recommendation at this time.

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COMMISSIONERS

Federal Glover,
Chair

Newell Americh,
Vice Chair

Ken Carlson

Paul Fadelli

Loella Haskew

Chris Kelley

Aaron Meadows

Sue Noack

Scott Perkins

Renata Sos

Lamar Thorpe

Timothy Haile,
Executive Director

MEMORANDUM

To: Matt Todd, TRANSPAC
Chris Weeks, SWAT
Robert Sarmiento, TRANSPLAN
Sai Midididdi, TVTC
John Nemeth, WCCTAC
Sivakumar Natarajan, LPMC

From: Timothy Haile, Executive Director

Date: July 24, 2023

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

At its July 19, 2023 meeting, the Authority discussed the following items, which may be of interests to the Regional Transportation Planning Committees:

- A. Quarterly Project Status Report for April – June 2023

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. Innovate 680 – Automated Driving System (Project 8009.07) – Authorization to Execute Agreement No. 654 with May Mobility, Inc. (May Mobility) to Provide and Operate On-Demand Wheelchair Accessible Autonomous Shuttles and Provide Necessary Autonomous Vehicle Data Services

2999 Oak Road
Suite 100
Walnut Creek
CA 94597
PHONE: 925.256.4700
FAX: 925.256.4701
www.ccta.net

Recommendation: Staff sought authorization for the Chair to execute Agreement No. 654 with May Mobility in the amount of \$1,059,149, to provide and operate on-demand wheelchair accessible autonomous shuttles, provide necessary autonomous vehicle data services, and allow the Executive Director or designee to make any non-substantive changes to the language.

Action: The Authority Board authorized the Chair to execute Agreement No. 654 with May Mobility in the amount of \$1,059,149, to provide and operate on-demand wheelchair accessible autonomous shuttles, provide necessary autonomous vehicle data services, and allow the Executive Director or designee to make any non-substantive changes to the language.

- C. Consider the Conduct for Meetings of the Legislative Bodies of the Authority for August 2023

Recommendation: Staff requested that the Authority Board, having reconsidered the circumstances, continue conducting in-person meetings with a hybrid component for public participation for the regular Authority Board meetings and remote meetings for all other legislative bodies of the Authority and special meetings of the Authority Board pursuant to the Brown Act provision exemptions of Assembly Bill 361 (AB361) and consistent with the Contra Costa Health Services' recommendations for social distancing for public meetings, to adhere to the 30-day reconsideration requirement of AB361.

Action: The Authority Board authorized staff to continue in-person meetings with a hybrid component for public participation for the regular Authority Board meetings and continue conducting remote meetings for all other legislative bodies of the Authority and special meetings of the Authority Board pursuant to the Brown Act provision exemptions of Assembly Bill 361 (AB361) and consistent with the Contra Costa Health Services' recommendations for social distancing for public meetings, to adhere to the 30-day reconsideration requirement of AB361.

- D. Approval of Fiscal Year (FY) 2023-24 Measure J Allocation:

1. Countywide Bus Services (Program 14)

Recommendation: Staff sought approval of Resolution 23-15-G which allocated Measure J Program 14 funds for FY 2023-24 in the amount of \$6,757,134, which includes a reconciliation from FY 2021-22 in the amount of \$1,120,634.

Action: The Authority Board approved Resolution 23-15-G, which allocated Measure J Program 14 funds for FY 2023-24 in the amount of \$6,757,134 and included a reconciliation from FY 2021-22 in the amount of \$1,120,634.

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

Recommendation: Staff sought approval of Resolution 23-16-G, which allocated Measure J Program 15 funds for FY 2023-24 in the amount of \$6,781,265 and included a reconciliation from FY 2021-22 in the amount of \$1,048,265.

Action: The Authority Board approved Resolution 23-16-G, which allocated Measure J Program 15 funds for FY 2023-24 in the amount of \$6,781,265 and included a reconciliation from FY 2021-22 in the amount of \$1,048,265.

3. Countywide Express Bus (Program 16)

Recommendation: Staff sought approval of Resolution 23-17-G, which allocated Measure J Program 16 funds for FY 2023-24 in the amount of \$5,818,325 and included a reconciliation from FY 2021-22 in the amount of \$972,255.

Action: The Authority Board approved Resolution 23-17-G, which allocated Measure J Program 16 funds for FY 2023-24 in the amount of \$5,818,325 and included a reconciliation from FY 2021-22 in the amount of \$972,255.

4. Sub-Regional Central County Additional Bus Service Enhancements (Program 19a)

Recommendation: Staff sought approval of Resolution 23-19-G, which allocated Measure J Program 19a funds for FY 2023-24 in the

amount of \$1,554,000 and included a reconciliation from FY 2021-22 in the amount of \$150,000.

Action: The Authority Board approved Resolution 23-19-G, which allocated Measure J Program 19a funds for FY 2023-24 in the amount of \$1,554,000 and included a reconciliation from FY 2021-22 in the amount of \$150,000.

5. Sub-Regional West County Additional Bus Services (Program 19b)

Recommendation: Staff sought approval of Resolution 23-20-G, which allocated Measure J Program 19b funds for FY 2023-24 in the amount of \$3,008,956 and included a reconciliation from FY 2021-22 in the amount of \$481,756.

Action: The Authority Board approved Resolution 23-20-G, which allocated Measure J Program 19b funds for FY 2023-24 in the amount of \$3,008,956 and included a reconciliation from FY 2021-22 in the amount of \$481,756.

6. Sub-Regional Southwest County Safe Transportation for Children – School Bus (Program 21c)

Recommendation: Staff sought approval of Resolution 23-23-G, which allocated Measure J Program 21c funds for FY 2023-24 in the amount of \$4,624,876 and included a reconciliation from FY 2021-22 in the amount of \$740,476.

Action: The Authority Board approved Resolution 23-23-G, which allocated Measure J Program 21c funds for FY 2023-24 in the amount of \$4,624,876 and included a reconciliation from FY 2021-22 in the amount of \$740,476.

7. Sub-Regional West County Ferry Service (Program 22b)

Recommendation: Staff sought approval of Resolution 23-24-G, which allocated Measure J Program 22b funds for FY 2023-24 in the amount of \$3,761,720.

Action: The Authority Board approved Resolution 23-24-G, which allocated Measure J Program 22b funds for FY 2023-24 in the amount of \$3,761,720.

- E. Authorization to Execute Funding Agreement No. 24-CC with Bay Area Air Quality Management District (BAAQMD) for Work to be Performed Using the Transportation Fund for Clean Air (TFCA) County Program Manager Funds for Fiscal Year (FY) 2023-24

Recommendation: Staff sought authorization for the Executive Director to execute Funding Agreement No. 24-CC with BAAQMD in the amount of \$1,694,862 for TFCA County Program Manager Funds for FY 2023-24, for eligible projects under the County Program Manager Fund Expenditure Plan Guidance and allow the Executive Director or designee to make any non-substantive changes to the language.

Action: The Authority Board authorized the Executive Director to execute Funding Agreement No. 24-CC with BAAQMD in the amount of \$1,694,862 for TFCA County Program Manager Funds for FY 2023-24, for eligible projects under the County Program Manager Fund Expenditure Plan Guidance and allowed the Executive Director or designee to make any non-substantive changes to the language.

- F. Approval of the City of San Pablo Calendar Years 2020 and 2021 Measure J Growth Management Program (GMP) Compliance Checklist

Recommendation: Staff sought approval of the City of San Pablo GMP Compliance Checklist and payment of \$578,639 in Fiscal Year (FY) 2021-22 Local Street Maintenance and Improvement funds to the City of San Pablo, with a second (off- year) payment of FY 2022-23 funds on the one-year anniversary of the first payment.

Action: The Authority Board approved the City of San Pablo GMP Compliance Checklist and payment of \$578,639 in Fiscal Year (FY) 2021-22 Local Street Maintenance and Improvement funds to the City of San Pablo, with a second (off- year) payment of FY 2022-23 funds on the one-year anniversary of the first payment.

- G.** Approval of the Contra Costa County Calendar Years 2020 and 2021 Measure J Growth Management Program (GMP) Compliance Checklist

Recommendation: Staff sought approval of the Contra Costa County GMP Compliance Checklist and payment of \$4,091,521 in Fiscal Year (FY) 2021-22 Local Street Maintenance and Improvement funds to Contra Costa County, with a second (off-year) payment of FY 2022-23 funds on the one-year anniversary of the first payment.

Action: The Authority Board approved the Contra Costa County GMP Compliance Checklist and payment of \$4,091,521 in Fiscal Year (FY) 2021-22 Local Street Maintenance and Improvement funds to Contra Costa County, with a second (off-year) payment of FY 2022-23 funds on the one-year anniversary of the first payment.

- H.** Approval of the City of El Cerrito Calendar Years 2020 and 2021 Measure J Growth Management Program (GMP) Compliance Checklist

Recommendation: Staff sought approval of the City of El Cerrito GMP Compliance Checklist and payment of \$622,130 in Fiscal Year (FY) 2021-22 Local Street Maintenance and Improvement funds to the City of El Cerrito, with a second (off- year) payment of FY 2022-23 funds on the one-year anniversary of the first payment.

Action: The Authority Board approved the City of El Cerrito GMP Compliance Checklist and payment of \$622,130 in Fiscal Year (FY) 2021-22 Local Street Maintenance and Improvement funds to the City of El Cerrito, with a second (off- year) payment of FY 2022-23 funds on the one-year anniversary of the first payment.

- I.** Quarterly Project Status Report for Transportation for Livable Communities and Pedestrian, Bicycle, and Trail Facilities Projects for April – June 2023

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.

- J. Authorization to Renew Agreement No. 569 with StreetLight Data, Inc. (StreetLight) for a Countywide Multimodal Regional License (Multi-Domain License) for an Additional One-Year Term and Execute Amendment No. 2 to Memorandum of Understanding (MOU) No. 80.09.02 with Cities/Town Participating in the Cost Share for the License

Recommendation: Staff sought authorization to renew Agreement No. 569 with StreetLight for an additional one-year term in the amount of \$550,000 for a Multi-Domain License and extend the agreement termination date from July 20, 2023 to July 20, 2024, and authorization for the Chair to execute Amendment No. 2 to MOU No. 80.09.02 with Cities/Town participating in the cost share for the license to extend the agreement termination date from July 20, 2023 to July 20, 2024.

Action: The Authority Board authorized staff to renew Agreement No. 569 with StreetLight for an additional one-year term in the amount of \$550,000 for a Multi-Domain License and extend the agreement termination date from July 20, 2023 to July 20, 2024, and authorized the Chair to execute Amendment No. 2 to MOU No. 80.09.02 with Cities/Town participating in the cost share for the license to extend the agreement termination date from July 20, 2023 to July 20, 2024.

- K. East County Dynamic Personal Micro-Transit (DPMT) (Project 31001) – Authorization to Execute System Pre-Development Agreement (SPDA) No. 656 with East County Connection Partners (ECCP)

Recommendation: Staff sought authorization for the Chair to execute SPDA No. 656 with the ECCP to advance the initial three phases of the East County DPMT project and allow the Executive Director or designee to make any non-substantive changes to the language.

Action: The Authority Board authorized the Chair to execute SPDA No. 656 with the ECCP to advance the initial three phases of the East County DPMT project and allowed the Executive Director or designee to make any non-substantive changes to the language.

L. Presentation on the Contra Costa Transit Landscape

Recommendation: Staff provided a presentation on the Contra Costa Transit Landscape. This was an informational item only; no staff recommendation at this time.

Action: The Authority Board received an informational report and provided feedback.

M. Approval of Fiscal Year (FY) 2023-24 Measure J and Transportation Fund for Clean Air (TFCA) Allocation Program: Commute Alternatives/511 Contra Costa (Program 17)

Recommendation: Staff sought approval of Resolution 23-18-G, which allocated TFCA and Measure J Program 17 funds for FY 2023-24 in the amount of \$2,694,862, and authorized the Executive Director to execute cooperative agreements with the City of San Ramon and the West Contra Costa Transportation Advisory Committee for Measure J funding.

Action: The Authority Board approved Resolution 23-18-G, which allocated TFCA and Measure J Program 17 funds for FY 2023-24 in the amount of \$2,694,862, and authorized the Executive Director to execute cooperative agreements with the City of San Ramon and the West Contra Costa Transportation Advisory Committee for Measure J funding.

N. Review of the Draft Overall Work Program (OWP) for the Countywide Transportation Plan 2050 (CTP2050)

Recommendation: Staff provided an overview of the draft OWP for the CTP2050 and seek input. This was an informational item only; no staff recommendation at this time.

Action: The Authority Board received an informational report and provided feedback.

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

June 8, 2023

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

RE: Status Letter for TRANSPAC Meeting – June 08, 2023

Dear Mr. Haile: ^{Tim}

The TRANSPAC Committee met on June 8, 2023. The following is a summary of the meeting and action items:

1. Reauthorized the continuation of remote meetings of the legislative bodies of TRANSPAC pursuant to the Brown Act provisions under AB361 through July 8, 2023. By way of this action, TRANSPAC will conduct in-person meetings with a hybrid component for public participation for regular TRANSPAC Board meetings. Other TRANSPAC bodies including the TRANSPAC TAC, special and/or ad-hoc committees will continue meeting virtually.
2. Approved the TRANSPAC Work Plan, Budget and GBS Contract Amendment for Fiscal Year 2023/2024.
3. Received information on the State Route 4 Vision Study
4. Discussed traffic, safety and coordination challenges and opportunities with Mount Diablo Unified School District transportation staff.
5. Approved the summer special meeting schedule to maintain AB361 compliance and canceled the June 29, 2023 TRANSPAC TAC and July 13, 2023 Board meetings due to lack of action items.

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
Robert Sarmiento, TRANSPLAN; Diane Burgis, Chair, TRANSPLAN
Darlene Amaral, SWAT; Karen Stepper, Chair, SWAT
John Nemeth, WCCTAC; Chris L Kelley, Chair, WCCTAC
Tarienne Grover, CCTA Staff
June Catalano, Diane Bentley (City of Pleasant Hill)

TRANSPLAN COMMITTEE

EAST COUNTY TRANSPORTATION PLANNING

Antioch • Brentwood • Oakley • Pittsburg • Contra Costa County
30 Muir Road, Martinez, CA 94553

June 9, 2023

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

Dear Mr. Haile:

The TRANSPLAN Committee took the following actions during its meeting on June 8, 2023:

1. Made the following appointments to the CCTA Countywide Bicycle and Pedestrian Advisory Committee:
 - Re-appointed Kirsten Riker (511 Contra Costa) as the Primary TRANSPLAN Staff Representative,
 - Appointed Julissa Rico Ruiz (Pittsburg) as the Alternate TRANSPLAN Staff Representative, and
 - Re-appointed Bruce Ohlson as the TRANSPLAN Citizen Representative.
2. Adopted the TRANSPLAN Fiscal Year 2023/2024 Budget and Work Program.

Should you have any questions, please feel free to contact me at 925-655-2918 or robert.sarmiento@dcd.cccounty.us.

Sincerely,



Robert Sarmiento
TRANSPLAN Staff

c: TRANSPLAN Committee M. Todd, TRANSPAC T. Grover, CCTA
S. Midididdi, TVTC J. Nemeth, WCCTAC TRANSPLAN TAC
C. Weeks, SWAT J. Hoang, CCTA

Phone: 925.655.2918 ::: robert.sarmiento@dcd.cccounty.us ::: www.transplan.us



SWAT

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

July 10, 2023

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

RE: SWAT Meeting Summary Report for July 10th, 2023

Dear Mr. Haile:

The Southwest Area Transportation Committee ("SWAT") met Monday, July 10, 2023.

The following is a summary of the meeting and action items:

1. SWAT received an update on the OBAG3 Grant funding provided to the Countywide Safe Routes to School (SRTS) Non-Infrastructure Project. The 511 Contra Costa SWAT TDM program will be using Measure J funding rolled over from the 21/22 fiscal year to provide the local match for the San Ramon Valley Street Smarts program and for Street Smarts education in Lamorinda, provided by Street Smarts Diablo.
2. SWAT approved City of San Ramon Councilmember Scott Perkins as the new South County SWAT representative to the Contra Costa Transportation Authority, replacing Dave Hudson for the current term running through January 31, 2024.
3. SWAT approved to authorize Chair and Vice Chair to execute the updated SWAT Administrative Services Memorandum of Understanding (MOU) with the City of San Ramon for FY 2023/2024

Regards,

Chris Weeks

A handwritten signature in blue ink, appearing to read "Chris Weeks".

San Ramon Transportation Division Manager
SWAT Administrator

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

El Cerrito

Hercules

July 11, 2023

Pinole

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

RE: June 2023 WCCTAC Board Meeting Summary

Richmond

Dear Tim:

The WCCTAC Board, at its meeting on June 23, 2023, took the following actions that may be of interest to CCTA:

San Pablo

1. *Approved* Resolution 23-05, establishing WCCTAC's Fiscal Year 2024 Work Program, Budget, and Dues.
2. *Approved* Resolution 23-06 establishing an updated salary schedule based on a 3.5% cost of living increase for Fiscal Year 2024.
3. *Approved* the use of East Bay Regional Park District's (EBRPD) Measure J PBTF funds for pavement rehabilitation on the Wildcat Creek Trail.
4. *Approved* Resolution 23-07 authorizing the use of Measure J 28b funds for West County's local match to CCTA's OBAG 3 grant.

Contra Costa
County

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

Sincerely,



John Nemeth
Executive Director

AC Transit

BART

cc: Tarien Grover, CCTA

WestCAT

TRANSPAC Board Meeting **STAFF REPORT**

Meeting Date: September 14, 2023

Subject:	CONSIDER MEETINGS OF THE TRANSPAC BOARD AND SUBCOMMITTEES PURSUANT TO THE PROVISIONS OF AB361
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.</p> <p>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. This resolution also authorized the 30-day renewal to be approved at subsequent meetings by minute order.</p> <p>On February 28, 2023 the Governor ended the state wide COVID-19 state of emergency. Contra Costa Health Services (CCHS) released revised recommendations for public meetings (dated March 27, 2023) and no longer recommends remote meetings of public bodies but recommends social distancing (when feasible) and masking during periods of high COVID-19 transmission.</p> <p>At the May 11, 2023 TRANSPAC Board meeting, the Board authorized hybrid TRANSPAC Board meetings pursuant to the Brown Act provisions under AB361 and consistent with the Contra Costa Health Services’ recommendation for social distancing (when feasible). By way of this action, Board members will attend in-person with a remote meeting option for members of the public. Other TRANSPAC bodies including the TRANSPAC TAC, special and/or ad-hoc committees will continue meeting virtually. This action also requires that the TRANSPAC Board</p>

<p>Recommendation</p> <p>Financial Implications</p> <p>Option(s)</p> <p>Attachment(s)</p>	<p>reconsider the circumstances of meetings of TRANSPAC every 30 days per AB361.</p> <p>Reauthorize the continuation of remote meetings of the legislative bodies of TRANSPAC pursuant to the Brown Act provisions under AB361 through October 14, 2023. By way of this action, TRANSPAC will conduct in-person meetings with a hybrid component for public participation for regular TRANSPAC Board meetings. Other TRANSPAC bodies including the TRANSPAC TAC, special and/or ad-hoc committees will continue meeting virtually.</p> <p>There is no immediate fiscal impact.</p> <p>1. Resume in person meetings for all legislative bodies of TRANSPAC beginning October 14, 2023, and forward per “traditional” Brown Act Standards.</p> <p>A. Recommendations for safely holding public meetings, gatherings, and business meetings (revised March 27, 2023)</p>
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Background

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. 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.

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. This resolution also authorized and directed that the TRANSPAC Subcommittees will also continue to meet remotely, and that the resolution would be renewed within 30 days, consistent with the requirements of AB 361, if TRANSPAC desired to continue meeting under the modified Brown Act.

Governor Newsom ended the State level COVID-19 State of Emergency on February 28, 2023, which was the initial impetus to authorize remote meetings under the Brown Act Provisions of AB 361. On March 27, 2023, Contra Costa County Health Services (CCHS) revised the "Recommendations for Safely Holding Public Meetings", which no longer encourages online meetings except where the COVID-19 transmission is medium or high and would impact high-risk individuals. The guidance continues to encourage social distancing, including six feet of spacing between individuals when feasible and encourages masking when transmission is high.

At the May 11, 2023 TRANSPAC Board meeting, the Board authorized hybrid meetings of the TRANSPAC Board and Committees under the provisions of Assembly Bill 361 (AB361) and consistent with the Contra Costa Health Services' recommendations for social distancing for public meetings (where feasible). Through this action, Board members will attend in-person with a remote meeting option for members of the public. Other TRANSPAC bodies including the TRANSPAC TAC, special and/or ad-hoc committees will continue meeting virtually. This action also requires that the TRANSPAC Board reconsider the circumstances of meetings of TRANSPAC every 30 days per AB361. This approach is consistent with the CCTA Board's approach to the AB361 legislation. Staff will continue to monitor Contra Costa Health Services recommendations and maintain communication with CCTA staff on AB361 implementation.

It is requested that the TRANSPAC Board reauthorize the continuation of remote meetings of the legislative bodies of TRANSPAC pursuant to the Brown Act provisions under AB361 through October 14, 2023 as outlined above.

ANNA M. ROTH, RN, MS, MPH
HEALTH SERVICES DIRECTOR

ORI TZVIELI, MD
HEALTH OFFICER



OFFICE OF THE DIRECTOR

1220 Morello, Suite 200
Martinez, CA 94553

Ph (925) 957-5403
Fax (925) 957-2651

Recommendations for safely holding public meetings, gatherings, and business meetings:

As we enter this new phase of COVID-19 we have more tools available to mitigate transmission of COVID-19 and decrease the chance of severe disease. These tools remain important and should be taken into consideration when holding public meetings or other gatherings. Information about local COVID-19 indicators can be found at [CDC county community level](https://www.cdc.gov/communitylevel) and <https://www.coronavirus.cchealth.org/data-summary>.

As the COVID-19 public health emergency ends, the following are recommendations to minimize the risk of COVID 19 transmission during a public meeting.

1. Allow options for individuals who may be at higher risk to attend and participate via a call-in or an internet-based services option. This is good practice generally, no matter the COVID-19 transmission rate, but is particularly important when community level is medium or high.
2. Recommend indoor masking, particularly if county COVID-19 community level is medium or high, as noted in CDPH masking guidance: <https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/COVID-19/guidance-for-face-coverings.aspx>.
3. Recommend self-symptom screening no matter the COVID-19 county community level and encourage messaging that continues to reinforce that individuals not go into common or public indoor spaces when not feeling well in order to reduce disease transmission.
4. Recommend social distancing (six feet of separation between individuals), when feasible.
5. Consider holding public meetings, gatherings, or business meetings outdoors, when county COVID-19 community levels is high. If unable to host outdoors, consider ways to [increase ventilation and flow](#) of the indoor space to reduce the risk of COVID-19 transmission while indoors.
6. Encourage attendees to remain up-to-date on their COVID-19 vaccine no matter the county COVID-19 community level.



TRANSPAC Board Meeting *STAFF REPORT*

Meeting Date: September 14, 2023

Subject:	TRANSPAC QUARTERLY FINANCIAL REPORTS
Summary of Issues	The TRANSPAC JPA calls for the reporting of certain financial information on a quarterly basis. The attached reports contain a summary of the amount of funds held, receipts and expenses of TRANSPAC for FY 2022/23 for the period ended June 30, 2023. The attached material also includes additional information regarding expenses related to the TRANSPAC budget.
Recommendations	Accept the Quarterly Financial Report for the period ended June 30, 2023
Attachment(s)	A. TRANSPAC Quarterly Financial Report for period ended June 30, 2023 B. TRANSPAC 2022-2023 Expenditure Status

TRANSPAC Quarterly Financial Reports

The TRANSPAC JPA calls for the reporting of certain financial information on a quarterly basis. The attached reports contain a summary of the amount of funds held, receipts and expenses of TRANSPAC for FY 2022/23 for the period ended June 30, 2023. The attached material also includes additional information regarding expenses related to the budget.

REPORT.: 07/25/23
RUN...: 07/25/23
Run By.: ROSS

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

PAGE: 001
ID #: GLBS
CTL.: PLE

Ending Calendar Date.: June 30, 2023 Fiscal (12-23)

Assets

			Acct ID
TRANSPAC CASH BAL.ADJ.	379.45	85	1010 9999
TRANSPAC INVESTMENT IN LAIF	158,154.30	85	1060
TRANSPAC INTEREST REC'BLE AT YEAR END	1,318.22	85	1250

Total of Assets ---->	159,851.97		159,851.97 =====

Liabilities

			Acct ID
TRANSPAC WORKING PAYABLES	37,677.25	85	2000

Total of Liabilities ---->	37,677.25		

FUND Balances

			Acct ID
TRANSPAC RESTRICTED FUND BALANCE	80,582.41	85	2812
CURRENT EARNINGS	41,592.31		

Total of FUND Balances ---->	122,174.72		159,851.97 =====

REPORT.: 07/25/23
RUN...: 07/25/23
Run By.: ROSS

CITY OF PLEASANT HILL
Balance Sheet Report
FUND 85 - TRANSPAC

PAGE: 002
ID #: GLBS
CTL.: PLE

Ending Calendar Date.: June 30, 2023 Fiscal (12-23)

Assets

1010	9999	CASH BAL.ADJ.	379.45	
1060		INVESTMENT IN LAIF	158,154.30	
1250		INTEREST REC'BLE AT YEAR END	1,318.22	
		Total of Assets ---->	159,851.97	159,851.97

Liabilities

2000		WORKING PAYABLES	37,677.25	
		Total of Liabilities ---->	37,677.25	

FUND Balances

2812		RESTRICTED FUND BALANCE	80,582.41	
		CURRENT EARNINGS	41,592.31	
		Total of FUND Balances ---->	122,174.72	159,851.97

City of Pleasant Hill

FY2022/23 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 6/30/2023
DEPT Id	OBJ Id					
3510			1,173.53	1667.68	3,022.24	\$ 5,863.45
4570		277,001.00				\$ 277,001.00
			Total Revenue ----->			\$ 282,864.45
Expense Description	Expense Description					
DEPT Id	OBJ Id					
7085	0100	-	68,396.86	21,151.30	133,162.98	\$ 222,711.14
7085	1110	-				\$ -
7085	1140	-			4,250.00	\$ 4,250.00
7085	1198	-				\$ -
7085	1300	125.00	487.50		332.50	\$ 945.00
7085	1486	-			10,000.00	\$ 10,000.00
7085	2400	-				\$ -
7085	4200	-				\$ -
7085	6800	2,856.00	-			\$ 2,856.00
7085	6905	-				\$ -
7085	6985				510.00	\$ 510.00
			Total Expense ----->			\$ 241,272.14
			Net Rev/(Exp)			\$ 41,592.31

TRANSPAC 2022-2023 - Expenditure Status							
Through 6/30/23 (including expenses incurred with payment pending)							
EXPENDITURES							
				2022-2023 BUDGET	2022-2023 EXPENDITURES		Notes
Managing Director / Admin Support Contract (time and material based expenses) (includes printing, postage & supplies)				\$ 267,000	\$ 249,509	93.4%	Invoices through 6/30/23
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	\$ 945	18.9%	Invoices through 6/30/23
Audit Services				\$ 4,500	\$ 4,250	94.4%	Invoices through 6/30/23
City of Martinez - Pacheco Transit Hub / Park & Ride Lot Maintenance				\$ 10,000	\$ 10,000.00	100.0%	Invoices through 6/30/23
Subtotal				\$ 286,500	\$ 264,704	92.4%	
Pleasant Hill City/Fiscal Administration				\$ 3,000	\$ 2,856	95.2%	Invoices through 6/30/23
Subtotal				\$ 3,000	\$ 2,856	95.2%	
Costs subtotal				\$ 289,500	\$ 267,560	92.4%	
Contingency				\$ 25,000	\$ -	0.0%	
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 was approved by the Board in May 2021 and an ATP application was submitted by the City of Pleasant Hill with support for preparing the application provided with these funds. Unexpended funds from FY 2021/2022 carry over to FY 2022/2023.				\$ 31,000	\$ 510	1.6%	The FY 2022-2023 budget assumed certain expenses would be incurred in prior year. Expenses were not incurred at the anticipated level and therefore additional funds are available in this FY. (see carryover balance information below)
Total				\$ 345,500	\$ 268,070		
REVENUES							
				2022-2023 BUDGET	2022-2023 ACTUALS		
Member Agency Contributions				\$ 277,000	\$ 277,001	100.0%	
Carryover Balance				\$ 37,500	\$ 38,957	103.9%	
Interest Earned					\$ 5,863		Through 6/30/23
Project Reserve Carryover Balance				\$ 31,000	\$ 41,625	134.3%	
Total				\$ 345,500	\$ 363,447	105.2%	

31-Aug-23

TRANSPAC 2021-2022 and 2022-2023 - Expenditure Status						
(includes 2022-2023 expenses incurred with payment pending)						
EXPENDITURES						
			2021/2022 EXPENDITURES THRU 6/30/22	2022/2023 EXPENDITURES THRU 6/30/23		Notes
Managing Director / Admin Support Contract (time and material based expenses) (includes printing, postage & supplies)			\$ 245,578	\$ 249,509		
Legal Services - expenses would be incurred on a time and material basis			\$ -	\$ -		
Web Site - Maintain / Enhance (time and material based expenses)			\$ 1,495	\$ 945		
Audit Services			\$ -	\$ 4,250		
City of Martinez - Pacheco Transit Hub / Park & Ride Lot Maintenance			\$ 10,000	\$ 10,000		
Subtotal			\$ 257,073	\$ 264,704		
Pleasant Hill City/Fiscal Administration			\$ 2,856	\$ 2,856		
Subtotal			\$ 2,856	\$ 2,856		
Costs subtotal			\$ 259,929	\$ 267,560		
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 reviewed by the Board. Unexpended funds from FY 2020/2021 carried forward to FY 2021/2022.			\$ 29,475	\$ 510		
Total			\$ 289,404	\$ 268,070		
REVENUES						
			2021/2022	2022/2023		
Member Agency Contributions			\$ 245,496	\$ 277,001		
Carryover Balance			\$ 51,917	\$ 38,957		
Interest Earned			\$ 904	\$ 5,863		
Project Reserve Carryover Balance			\$ 71,619	\$ 41,625		
Total			\$ 369,936	\$ 363,447		

31-Aug-23

TRANSPAC Board Meeting STAFF REPORT

Meeting Date: September 14, 2023

Subject:	AUDIT SERVICES FOR TRANSPAC
Summary of Issues	The TRANSPAC JPA specifies that an independent audit is to be made by a certified public accountant to assure compliance with requirements of Government Code Section 6505 regarding the strict accountability of all funds. The current contract with Cropper Accountancy Corporation provides for audit services through FY 2022/2023 and a new contract will be required for the audit for FY 2023/2024. Staff is proposing to initiate a procurement process to select an auditor for the upcoming years.
Recommendation	Authorize staff to initiate an informal procurement process to collect proposals for TRANSPAC audit services that will result in a recommendation on the procurement at a future TRANSPAC Board meeting.
Financial Implications	Costs associated with annual audits have been identified and included in the annual TRANSPAC budget. This proposed contract could be expected to address between 2-5 years of audit services.

Background

The TRANSPAC Joint Exercise of Powers Agreement (TRANSPAC) specifies that an independent audit is to be made by a certified public accountant to assure compliance with requirements of Government Code section 6505 regarding the strict accountability of all funds. The minimum requirements of an audit are further detailed in Government Code Section 26909. The TRANSPAC Bylaws call for an audit to be submitted to the member agencies by January 1st after the close of the fiscal year. The City of Pleasant Hill holds the TRANSPAC funds and performs the Treasurer requirements of the agency. Cropper Accountancy Corporation has completed the annual audits for TRANSPAC since FY 2016/2017 and the current five year agreement includes the audit for the last completed FY of 2022/23 (last option year). With the expiration of the current agreement, staff is proposing to procure an auditor for the 2023/2024 period and beyond with a similar multi year contract. The 5 year agreement we have been operating under provided audits for a fee of \$4,250 per year (initial audit provided in FY 2018/2019). Assuming time and inflation factors, the assumption is this cost will increase, but that the estimated value of work for the annual audit will be at level that it is recommended to use an “informal” procurement process similar to that used in the last procurement process in 2019.

Staff is proposing to reach out to other JPA staff in the area that require audits under the same Government Code and similar in the level required for TRANSPAC such as the Tri Valley Transportation Council (TVTC) JPA, East Contra Costa Regional Fee and Finance Authority (ECCRFFA) JPA, and West Contra Costa Transportation Advisory Committee as well as with the City of Pleasant Hill Finance director to identify possible accounting firms located in the TRANSPAC subregion that could perform our audit work. In the last procurement process, some of the accounting firms used by our member agency cities were not interested due to the small size of the TRANSPAC audit. Similar to the last audit procurement process, staff is proposing to identify 2-4 firms and to request proposals to provide the required audit services and then bring a recommendation on the procurement to a future TRANSPAC Board meeting.

TRANSPAC Board Meeting *STAFF REPORT*

Meeting Date: September 14, 2023

Subject:	REGIONAL COORDINATION WITH PARTNER AGENCIES
Summary of Issues	At the June 2023 TRANSPAC Board meeting, the FY 2023-2024 Work Plan which identified priority topics and tasks of focus for the current fiscal year was approved. Among the identified work, is regional coordination with neighboring Regional Transportation Planning Committees (RTPC's) such as TRANSPLAN and SWAT. TRANSPAC held a joint meeting with TRANSPLAN in October, 2021 and discussed pursuing another joint meeting, this time with SWAT. At the May 2023 TAC meeting, the TAC discussed potential topics for a joint meeting with SWAT. Staff has reached out to SWAT staff regarding the concept of a joint meeting and will provide additional information on those conversations at the meeting. It is requested that the Board consider the potential topics that could be included for a joint meeting with SWAT.
Recommendation	None – this item is for information only
Financial Implications	None

Background

The Board approved the FY 2023-2024 Work Plan which identified priority topics and tasks of focus for the current fiscal year. Among the identified work is regional coordination with neighboring Regional Transportation Planning Committees (RTPC's) such as SWAT and TRANSPLAN.

On October 14, 2021 TRANSPAC held a joint meeting with TRANSPLAN. Staff is proposing to pursue a coordinated meeting with SWAT for this upcoming fiscal year. At the May 2023 TAC meeting, possible topics that could be on a joint meeting agenda with SWAT were discussed. Staff has also reached out to SWAT staff about the joint meeting concept and will provide additional information on those conversations at the meeting.

Potential topics for discussion include:

- Innovate 680 Program
 - Range of Projects include:

- Autonomous shuttle
 - Transit services between Walnut Creek and Dublin BART stations
 - Transit Centers/mobility hubs/ park and rides
- Iron Horse Trail
- School Bus Programs (SWAT area)
 - TRAFFIX (generally Danville and San Ramon)
 - Lamorinda service
- Senior and disabled transportation program (TRANSPAC area)
- Pilot for Scooters and e-Bikes(SWAT area)
- Highway 4 (presentation by CCTA)
- Shared Local Routes
 - Pleasant Hill Road (Lafayette and Pleasant Hill)
 - Pleasant Hill/Olympic roundabout changes due to traffic safety (Lafayette), and a discussion on community engagement challenges

The Board is requested to provide input on the potential topics. There are still many steps required for a joint meeting and will need to address timing, location, finalizing agenda, and that outside staff (i.e. CCTA) are available if they have a topic.

Through the discussion leading up to the FY 2023-2024 workplan, it was also suggested an additional joint meeting with TRANSPLAN to talk about the Concord Naval Weapons Station project was suggested with a target date of 2024. Staff can work with Concord to identify the time frame to approach this meeting.