

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

TRANSPAC TAC MEETING NOTICE AND AGENDA
THURSDAY, JANUARY 25, 2023
9:00 A.M. to 11:00 A.M.

NOTICE: EFFECTIVE JANUARY 1, 2024,
TRANSPAC TAC MEETINGS WILL BE HELD IN-PERSON

In the LARGE COMMUNITY ROOM at City of Pleasant Hill City Hall
100 GREGORY LANE
PLEASANT HILL

Public Comments: Public comment may be provided by submitting written comments to tiffany@graybowenscott.com by 3 p.m. on the day before the meeting, which will be read during Public Comment or on the related item when Public Comment is called and entered into the record. If attending in person, during the Public Comment period, please begin by stating your name and indicate whether you are speaking for yourself or an organization. You will be allowed 3 minutes to speak during the Public Comment period on any item not on the agenda or on a specific agenda item when it is introduced.

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.

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- 1. CONVENE MEETING/VIRTUAL MEETING ACCESS GUIDELINES/SELF-INTRODUCTIONS.**
 - 2. PUBLIC COMMENT.** Members of the public may address the Committee on any item not on the agenda.

ACTION ITEMS

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

Attachments: TAC minutes from the November 30, 2023 meeting.

Transportation Partnership and Cooperation
Clayton, Concord, Martinez, Pleasant Hill, Walnut Creek, and Contra Costa County
1211 Newell Avenue, Suite 200, Walnut Creek 94596
(925) 937-0980

ACTION RECOMMENDATION: Approve Minutes.

INFORMATION ITEMS

4. MEASURE J LINE 20A FUNDS PROGRAM – FY 2024/2025 AND FY 2025/2026

PROGRAMMING CYCLE. The CCTA Measure J line 20a program provides funds for Transportation Services for Seniors & People with Disabilities in the TRANSPAC area. TRANSPAC is responsible for recommendations on how the Line Item 20a funds are to be used. The TRANSPAC Board approved the program guidelines and release of a call for projects in December. Measure J Line 20a funds are expected to generate about \$1.2 million over the two-year programming period. Program applications were requested to be submitted by January 19, 2024. Application information will be available at the meeting. (INFORMATION) 🌀 **Page 9**

Attachment: Staff Report

5. FORM 700 STATEMENT OF ECONOMIC INTERESTS. State Law mandates that every elected official and public employee who makes or influences governmental decisions is required to submit a Statement of Economic Interest, also known as the Form 700. In Contra Costa County, the Form 700 can be filed electronically using the NetFile system. Filings are required by April 2, 2024. Additional information will be available at the meeting. (INFORMATION)

6. TRAVEL DEMAND MANAGEMENT 2.0 AND CCTA TRANSPORTATION FUND FOR CLEAN AIR POLICY. Transportation Demand Management (TDM) includes strategies and initiatives that aim to reduce greenhouse gas (GHG) emissions and Vehicle Miles Traveled (VMT) through the reduction of single occupancy vehicle use. At this meeting, CCTA staff will present information on the TDM program and the proposed Countywide Transportation Fund for Clean Air (TFCA) policy for TAC input. (INFORMATION) 🌀 **Page 19**

Attachment: Staff Report

7. COMMITTEE UPDATES:

- a. **Technical Coordinating Committee (TCC).** The TCC meeting scheduled for January 18, 2024 was canceled. The next regular meeting will be held on February 15, 2024.
- b. **Countywide Bicycle & Pedestrian Advisory Committee (CBPAC):** The CBPAC meeting scheduled for January 22, 2024 was canceled. The next regular meeting will be held on March 18, 2024.

- c. **Paratransit Coordinating Council (PCC):** The next regular meeting is scheduled for January 22, 2024.

8. INFORMATION ITEMS:

- a. **GRANT FUNDING OPPORTUNITIES.** This agenda item is intended to provide an opportunity to review and discuss grant opportunities. Additional information will be available at the meeting. (INFORMATION).
- b. **CONTRA COSTA TRANSPORTATION AUTHORITY (CCTA) MEETING CALENDAR:** The CCTA Calendar for January 2024 to April 2024, may be downloaded using the following link: [Click to View Meeting Schedule](#)

9. MEMBER COMMENTS

10. NEXT MEETING: FEBRUARY 29, 2024.

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TRANSPAC TAC Meeting Summary Minutes

MEETING DATE: November 30, 2023

STAFF PRESENT: Jason Chen, Clayton; Lynne Filson, Martinez; John Cunningham Contra Costa County; Ryan McClain, Pleasant Hill; Smadar Boardman, Walnut Creek; Pranjali Dixit, County Connection; Kirsten Riker, 511CC; Celestine Do, BART; Matt Todd, TRANSPAC Managing Director; Tiffany Gephart, TRANSPAC Clerk

GUESTS/PRESENTERS:

MINUTES PREPARED BY: Tiffany Gephart

1. Convene Meeting / Self-Introductions.

Matt Todd called the meeting to order at 9:01 A.M. Introductions followed.

2. Public Comment.

There were no comments from the public.

3. Minutes of the October 26, 2023 Meeting.

The minutes of the October 26, 2023 meeting were approved by consensus.

4. TRANSPAC Appointments to CCTA Committees.

Matt Todd commented that there are three positions (Primary, Alternate, and Citizen Representative) on the Countywide Bicycle and Pedestrian Advisory Committee (CBAC) that will expire on December 31, 2023. Scott Simmons, the current Citizen Representative, expressed interest in continuing in his position for another term. Briana Byrne, Walnut Creek is the current primary and Lynne Filson, Martinez is the current alternate. The TAC recommended reappointing the current slate of representatives for another term, January 1, 2024 through December 31, 2025.

The Technical Coordinating Committee (TCC) has one primary vacancy. Ryan McClain offered to serve as the primary, leaving a vacancy in the alternate position. Lynne Filson, Martinez offered to serve as the alternate on the TCC. The TCC term runs through March 31, 2025.

The Innovate 680 Technical Advisory Committee (TAC) has a vacancy for the City of Concord. The Concord representative was not present at the meeting. Mr. Todd commented that he will contact the City of Concord at the pleasure of the TAC and bring the recommendation to the Board.

5. TRANSPAC Schedule for 2024.

There were no comments from the TAC. The 2024 schedule was approved by consensus. The proposed schedule will be forwarded to the TRANSPAC Board for final approval.

6. Measure J Line 20a Funds Program Policies – FY 2024/25 – FY 2025/26.

Tiffany Gephart introduced the item and provided a summary of the proposed schedule and outreach efforts. Additional information is included in the staff report and attachments.

Mr. Cunningham asked if members of the Paratransit Coordinating Council (PCC) will be copied on the Call for projects. Mr. Cunningham further commented that the Advisory Council on Aging and Senior Mobility Action Council would be good to include. Mr. Todd commented with regard to the PCC, (which is CCTA Committee), that CCTA is included in all correspondence and further commented that staff can craft an email and send to the committee with links to the Call for Projects material and social media language for forwarding.

The Draft Call for Projects material was approved by consensus.

7. Meetings of the TRANSPAC Board and Subcommittees

Mr. Todd commented that TRANSPAC TAC meetings will resume in-person beginning in January at the City of Pleasant Hill City Hall. The AB361 legislation sunsets on December 31, 2023 and AB557 which will replace AB361, has a number of restrictions that will make virtual meetings very challenging in non-emergency situations. TRANSPAC Board will continue to be broadcast via zoom meeting so members of the public can participate virtually, however due to staff limitations, hybrid meetings will not be available for the TRANSPAC TAC.

Ms. Filson commented that there may be challenges for her to attend in-person on behalf of Martinez and that she will reach out to City staff. Mr. Todd noted that if Ms. Filson were to be able to attend virtually would not count towards the quorum or a voting member. The intent is to not broadcast the TAC meeting,

8. Committee Updates.

Jason Chen Provided an update on the recent Technical Coordinating Committee (TCC) meeting. Mr. Chen noted that the TCC elected a new Chair and Vice Chair from Danville and Brentwood respectively. Mr. Chen further noted the OBAG-3 is now added to the FTIP. The Project Initiation Document (PID) was reviewed for submission to Caltrans. There was also a CMP update which included an updated CTP. Mr. Chen thanked the TAC for their revisions to the CTP in their respective jurisdictions. There was a review of CMP LOS monitoring and staff noted that traffic count levels are approaching pre-pandemic levels. John Hoang announced that he is looking for volunteers to serve on a Working Group for the Fiber grant. Mr. Chen noted that TAC members are welcome to volunteer to be a part of the Working Group.

Mr. Todd noted on the topic of OBAG-3 that some local agencies are having issues getting their housing elements certified by the State which is an OBAG-3 requirement. There is discussion within MTC to potentially change the policy to extend the deadline in the range of 6-12 months. Mr. Todd noted that there will be an MTC meeting in December to discuss it.

Ms. Boardman asked if the Fiber Working Group is open to TAC or other staff. Mr. Chen commented that he is not sure but recommended that Ms. Boardman follow up with John Hoang directly.

Mr. Todd noted that the CBPAC and PCC meetings were canceled.

9. Information Items.

There were no comments from the TAC.

10. Member Comments.

Mr. Todd commented that there was a TAC presentation on the Highway 4 Vision Study at a previous meeting and comments are currently being accepted on the study through December 1st.

Mr. Dixit provided an update on grant funding that County Connection is pursuing and noted that County Connection is seeking letters of support for the project. The grant that is being sought is a Caltrans Sustainable Transportation Planning Grant which has several different buckets of funding, one of which is a Sustainable Communities Grant. The project will develop bus stop design and connectivity guidelines to improve access and connectivity to County Connection bus stops in collaboration with the 11 member jurisdictions. The project would provide a guide for jurisdictions to make infrastructure improvements impacting transit stops, and also in the course provide operational benefits to County Connection buses. It is hoped that the guide will serve in streamlining design processes to implement a quick build. And also in the future, provide specifications for inline bus charging. Staff currently use bus stop design guidelines which are developed by National Association of City Transportation Officials (NACTO). The application is due January 18, 2024 and staff will be reaching out to the cities earlier to request letters of support. Mr. Dixit also asked the TAC if there are appropriate people within the cities that County Connection staff should approach.

Mr. Cunningham asked if the guidelines will be coordinated with the other transit operators or just within the County. Mr. Dixit noted that there is a region-wide project that MTC is leading which is looking at uniform signage and the signage and branding would be part of that larger project. This project would look specifically at how bus stops are designed such as the minimum width of sidewalk needed at certain locations and the distance from the intersection, etc.

There were no further comments.

11. Adjourn / Next Meeting.

The meeting adjourned at 9:35 a.m. The next regular meeting is scheduled for January 25, 2024.

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TRANSPAC TAC Meeting STAFF REPORT

Meeting Date: January 25, 2024

Subject:	MEASURE J LINE 20A FUNDS PROGRAM POLICIES – FY 2024/2024 - FY 2025/2026
Summary of Issues	<p>The Contra Costa Transportation Authority (CCTA) Measure J line 20a program provides funds for Transportation Services for Seniors & People with Disabilities in the TRANSPAC area. TRANSPAC is responsible for recommendations on how the Measure J Line 20a funds are to be used in Central County. The TRANSPAC Board approved the program guidelines and release of a call for projects in December. Measure J Line 20a funds are expected to generate about \$1.2 million over the two-year programming period. Program applications were required to be submitted by January 19, 2024. Application information will be available at the meeting.</p> <p>In previous discussions it was recommended to create a scoring subcommittee to review and score the applications in the spring. Staff seeks recommendations for TAC members to serve on this committee.</p>
Recommendation	For Information Only.
Financial Implications	None.
Attachment(s)	A. TRANSPAC Measure J Line20A Program Guidelines (FY 2024-2025 & FY 2025-2026) B. Measure J TEP Program Description

Background

The Measure J Expenditure Plan includes a program, line 15: Transportation for Seniors & People with Disabilities. The name generally self-describes the activities that the program funds. There is an additional program in Measure J, line 20a: Additional Transportation Services for Seniors & People with Disabilities, which provides the TRANSPAC area an additional 0.5% of Measure J revenue for these types of services. TRANSPAC is responsible for recommendations on how the Line 20a funds are to be used.

TRANSPAC issued a call for projects for the FY 2024/2025 and FY 2025/2026 period of program/project operations in December. Measure J Line 20a funds are expected to generate about \$1.2 million over the upcoming two-year programming. Program applications were

requested to be submitted by January 19, 2024. The attached material includes the program guidelines and a general summary of the applications received will be available at the meeting to initiate discussion on the review and evaluation of the funding requests.

Outreach Efforts

As previously discussed, staff distributed the applications via the TRANSPAC distribution list which notified TRANSPAC cities, staff, RTPC staff and elected officials. Material was also added to the TRANSPAC website. Staff provided social media language to TRANSPAC committee members and CCTA to utilize their social media and have been made aware of posts on 511 Contra Costa’s Facebook, Twitter and Instagram accounts and other relevant channels as well as the City of Concord December e-newsletter. Staff also contacted organizations that applied in the past cycle and followed-up to ensure that they received the call for projects information. A courtesy email was also sent a week prior to the application deadline.

Scoring Committee

It was previously recommended that a scoring committee be created to review applications. It was also recommended to include someone from the social services sector. Staff has reached out to an individual from the County as recommended by the TAC and will provide more information at the meeting. At this meeting, staff seek recommendations for individuals to serve on the scoring committee.

Next Steps

Once all the applications are reviewed initially by staff, a more detailed summary of projects will be provided at the February TAC meeting. Below is the proposed schedule through June.

Programming Schedule

January 2024	Application Workshop (January 9, 2023) completed Applications Due (January 19, 2023) TAC Scoring Committee determined
February	Projects Summary – Board Review
February / March	Scoring Committee Meeting/Review
April	Review Draft Program (TAC)
May 2024	Review Draft Program (Board)
June 2024	Approve Final Program

2024-2025 and 2025-2026

Call for Projects

TRANSPAC Measure J Line 20a Funds

Additional Transportation Services for Seniors and People with Disabilities

1. **TRANSPAC, the Regional Transportation Planning Committee for Central Contra Costa** is issuing a Call for Projects for Measure J Line 20a funds "*Additional Transportation Services for Seniors & People with Disabilities*" funded through the Measure J Transportation Sales Tax Expenditure Plan approved by Contra Costa voters (in 2004) for the two-year period of FY 2024-2025 and 2025-2026.
2. **Funds will generally be used** in support of transportation services and related capital expenditures for seniors and people with disabilities provided by TRANSPAC jurisdictions and public and private non-profit agencies operating in the TRANSPAC area (map attached). Funds must be spent in a manner consistent with the Contra Costa Transportation Authority's Measure J Program 15 Transportation for Seniors & People With Disabilities¹. Examples of eligible expenditures include but are not necessarily limited to: vehicle purchase/lease/maintenance, mobility management activities, travel training, facilitation of countywide travel and integration with other public transit.
3. **According to Measure J**, in years when revenues have declined from the previous year, funds may be used for supplemental, existing, additional or modified service for seniors and people with disabilities; in years where funding allows for growth in service levels, these funds would be used for service enhancements for seniors and people with disabilities. TRANSPAC will determine if the use of funds proposed by operators meets these guidelines for the allocation of these funds.
4. **Eligible Applicants**: TRANSPAC jurisdictions, public non-profit and private non-profit transportation service agencies, duly designated by the State of California and operating in TRANSPAC area in Central Contra Costa may submit application(s) for operating funds for transportation services and/or capital funding projects necessary to continue and/or support existing services for the proposed twenty-four (24) month period. Transportation services and projects must directly benefit seniors and disabled residents of Central Contra Costa (Clayton, Concord, Martinez, Pleasant Hill, Walnut Creek, and Unincorporated Central Contra Costa County). Please see attached map.

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

5. **Funding Available:** The total funding available for this two-year grant/project period is estimated to be \$1,200,000 (\$600,000 annually).
6. **Evaluation Criteria:** Applications will be evaluated on the following criteria which should be addressed in the grant application:
 - Proposed service fills an identified gap in transportation/transit network.
 - Proposed service complements the transportation services provided by the County Connection LINK Americans with Disabilities Act paratransit service.
 - Does the proposal include any service coordination efforts with other accessible or fixed route transit operations, use of mobility management services, etc.
 - The costs of operations relative to the cost of the LINK Paratransit service
 - Per Revenue Hour
 - \$81.41 (FY 2022/2023)
 - Per Passenger
 - \$75.18 (FY 2022/2023)
 - Is the service currently being funded by the 20a program?
 - Demonstration of the capacity, commitment, and funding strategy to continue service beyond the grant period.
 - Though matching funds are not required, providing matching funding and leveraging other fund sources will be viewed favorably.
 - Consider multiple equity factors of the proposed service to be provided in the TRANSPAC Subregion (see equity priority area maps on pages 20-22).

Specific services may be evaluated based on prior pilot program information (such as transportation network company (TNC) service).

7. **Applications:** Applicants are required to complete the attached application form and may attach additional information in support of the application. The TRANSPAC Board will request application review and a program recommendation from TRANSPAC TAC. The TRANSPAC Board will make funding recommendations to Contra Costa Transportation Authority (CCTA) and request allocation action(s).
 - a. Applications should be mailed, or emailed (preferred, pdf format), to:
Tiffany Gephart, TRANSPAC Clerk
1211 Newell Avenue, Suite 200
Walnut Creek, CA 94596
tiffany@graybowenscott.com
 - b. **Applications must be received by 3:00 pm on Friday, January 19, 2024.**
 - c. Electronic copies of the application will be available by download or email. Please contact Tiffany Gephart, Board Clerk, at tiffany@graybowenscott.com for the electronic version.

d. Late applications will not be accepted.

8. **Contra Costa Transportation Authority Allocation Process:** Successful applicants will be required to execute a Funding Agreement with the CCTA within 120 days of the fund program approval and must comply with all of its requirements (see sample Master Agreement attached), including, but not limited to, audits, compliance with the Measure J Expenditure Plan as it pertains to the project, insurance (see attachment section 1.9 of sample master agreement insurance requirements), indemnification, and reporting. Pursuant to CCTA policies and procedures established in the Funding Agreement referenced above, project sponsors will be reimbursed for eligible, documented expenses pursuant to the approved program/project budget and scope, schedule and/or project description.

9. **Reports to TRANSPAC and the Contra Costa Transportation Authority:** First and second year grantees will be required to report on a quarterly basis to TRANSPAC and/or the CCTA on the transportation services and related capital projects funded through this Call for Projects. For grantees with two years of 20a grant funding history, the reporting requirement is semi-annually contingent upon no issues identified by TRANSPAC or CCTA.

MEASURE J TRANSPORTATION SALES TAX EXPENDITURE PLAN

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

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

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

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

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

MEASURE J TRANSPORTATION SALES TAX EXPENDITURE PLAN

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

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

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

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

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

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

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

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

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

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

Subregional Projects and Programs

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

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

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

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

CENTRAL COUNTY (TRANSPAC)

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

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

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

MEASURE J TRANSPORTATION SALES TAX EXPENDITURE PLAN

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

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

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

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

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

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

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

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

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

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

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TRANSPAC TAC Meeting STAFF REPORT

Meeting Date: January 25, 2024

Subject:	TRAVEL DEMAND MANAGEMENT 2.0 AND CCTA TRANSPORTATION FUND FOR CLEAN AIR POLICY.
Summary of Issues	Transportation Demand Management (TDM) includes strategies and initiatives that aim to reduce greenhouse gas (GHG) emissions and Vehicle Miles Traveled (VMT) through the reduction of single occupancy vehicle use. As a strategic priority of the CCTA, staff is examining the current TDM program model and funding strategy to explore challenges and opportunities to better address the diverse transportation needs within the county. At this meeting, CCTA staff will present information on the TDM program and the proposed Countywide Transportation Fund for Clean Air (TFCA) policy for TAC input. Additional information is attached for review.
Recommendation	For Information Only.
Financial Implications	None.
Attachment(s)	A. Introduction to TDM 2.0 and TFCA Policy B. CCTA TDM 2.0 Presentation

Introduction to TDM 2.0 and CCTA TFCA Policy Item to RTPC

Subject: Travel Demand Management 2.0 and CCTA Transportation Fund for Clean Air Policy

Transportation Demand Management is one of the strategic priorities of the Contra Costa Transportation Authority (Authority). The Authority desires to implement a more robust and relevant Travel Demand Management (TDM) program. The new program, branded as TDM 2.0, is envisioned to have countywide implementation, aligns with the Authority's strategic position, and incorporates performance measures in Vehicles Miles Travelled (VMT) and emission reductions.

The current TDM program includes many activities to promote alternatives to commuting in single-occupant vehicles, benefiting employers, municipalities, K-12 schools, colleges, commuters, and residents. The program activities are managed by the three offices: 1) the Authority, on behalf of TRANSPAC and TRANSPLAN, 2) SWAT, and 3) WCCTAC.

Funding for the TDM program comes from two main sources – Transportation Fund for Clean Air Policy (TFCA) and Measure J Program 17 – Commute Alternative funds. The Authority annually approves TFCA and Measure J Program 17 funds to the four county sub-regions based on a formula that includes the equity weight of population and jobs. The county total of funds for TDM program in Fiscal Year 2023-24 was approximately \$2.5 million.

To achieve the goals and objectives of TDM 2.0, Authority staff is proposing several steps to implement in the next three years:

Step 1a (FY 24-25): Existing TDM Program Improvements

Step 1b (FY 24-25): New Contra Costa TFCA Policy

Step 2 (FY 25-26): TDM Strategic Plan

Step 3 (FY 26-27): TDM 2.0 Implementation

Authority staff is planning to present the details of TDM 2.0 and TFCA Policy to the RTPC Technical Advisory Committee and Committee/Board meetings in January and February.



CONTRA COSTA
transportation
authority

TDM 2.0 TFCA Policy

REGIONAL TRANSPORTATION PLANNING COMMITTEE
January and February 2024



What Is Transportation Demand Management (TDM)?



TDM is the application of strategies or initiatives to reduce travel demand, greenhouse gas (GHG) emissions, and Vehicle Miles Travelled (VMT) through the reduction of single-occupancy vehicle use.

TDM is a strategic priority of CCTA.

Current TDM Program

511 Contra Costa

511 Contra Costa is a countywide TDM program that strives to reduce traffic congestion and improve air quality by providing the public with information, resources, and tools that promote mobility options beyond driving alone.

- CCTA's TDM programs are currently operated under the 511 Contra Costa brand;
- CCTA is the oversight agency funding the TDM program;
- Three sub-regional offices
 - Central and East County: oversight by CCTA, delivered by AMG under contract
 - West County: Staff and oversight provided by WCCTAC
 - Southwest County: Staff and oversight provided by City of San Ramon and SWAT
- Each office operates both countywide and sub-regional **incentive programs** and **behavior change campaigns** for residents and the workforce
- 511 Contra Costa presents itself and is viewed by residents as a single countywide brand with seamless access to programs and resources.
- The CCTA office manages and funds the customer-facing and foundational elements of the program including website, social media, newsletter, customer service, e-mail, and phone systems



Existing Program Activities

	Program	Managed By	Funded By	Fund Source
Countywide Managed & Funded by Single Office	511 Contra Costa Brand: website, social media, eNewsletter	CCTA	CCTA	TFCA/MJ17
	Drive Less Incentive	CCTA	CCTA	TFCA
	Winter Walk Challenge	CCTA	CCTA	TFCA
	Discover & Go	CCTA	CCTA	TFCA
	SchoolPool Youth Carpool	CCTA	CCTA	TFCA
	Vanpool Driver & Rider Incentives	SWAT	SWAT	TFCA
	Guaranteed Ride Home: Commuter & College	WCCTAC	WCCTAC	TFCA
	Secure Your Cycle	WCCTAC	WCCTAC	TFCA
	Try Transit: Commuter & College	WCCTAC	WCCTAC	TFCA
Countywide Managed by Single Office & Funded by All	Summer Bike Challenge	CCTA	CCTA/SWAT/WCCTAC	TFCA
	Summer Youth Pass	CCTA	CCTA/SWAT/WCCTAC	TFCA
	Pass2Class Free Student Transit	CCTA	CCTA/SWAT/WCCTAC	TFCA
	E-bike Rebates	CCTA	CCTA/SWAT/WCCTAC	MJ17
	Bike to Work Day	Rotates Annually	CCTA/SWAT/WCCTAC	TFCA
	BOGO/Take 10 Free Transit Rides	CCTA/WCCTAC	CCTA/WCCTAC	TFCA
Sub-Regional	Street Smarts Diablo Youth bike-ped safety	CCTA	CCTA	TFCA/MJ21A
	Lamorinda and TRAFFIX School Bus Program	SWAT	SWAT	TFCA
	Personalized Commute Planning	CCTA/SWAT/WCCTAC	CCTA/SWAT/WCCTAC	TFCA
	Bike Locker and Rack Program	CCTA/SWAT/WCCTAC	CCTA/SWAT/WCCTAC	MJ17
	Employer Outreach Program & Green Business	CCTA/SWAT/WCCTAC	CCTA/SWAT/WCCTAC	TFCA/MJ17
	Community Outreach Programs	CCTA/SWAT/WCCTAC	CCTA/SWAT/WCCTAC	TFCA/MJ17
	Electric Vehicle Charging Infrastructure	CCTA/SWAT/WCCTAC	CCTA/SWAT/WCCTAC	TFCA/MJ17
	Agency-specific Transit Programs	CCTA/SWAT/WCCTAC	CCTA/SWAT/WCCTAC	TFCA
	Corridor-specific Rideshare Programs	CCTA/SWAT/WCCTAC	CCTA/SWAT/WCCTAC	TFCA

Funding Sources for 511 Contra Costa

	Measure J Program 17	TFCA 40% Funds
Revenue Source	One percent (1%) of the Measure J annual revenue	40% of the \$4 surcharge on motor vehicles registration fees
Policy/Purpose	Commute Alternatives: Provide and promote alternatives to commuting in single-occupant vehicles, including carpools, vanpools and transit.	<ul style="list-style-type: none"> • GHG and criteria air pollutant reductions from mobile sources • Need to comply with the 40% Fund Expenditure Plan Guidance and Policy
Funding level	~\$1M (FY23-24)	~\$1.5M (FY23-24)

- CCTA’s current TFCA practice is to annually allocate funds by a population and jobs formula to the four RTPCs
 - Central County: CCTA for TRANSPAC
 - East County: CCTA for TRANSPLAN
 - West County: WCCTAC
 - Southwest County: SWAT
- Funds pay for TDM programs along with staff and overhead to operate them

Existing Program Benefits & Values

- 511 Contra Costa has countywide reach and robust promotion channels, including **28,000+ monthly newsletter subscribers** and 7,000+ social media followers
- 511 Contra Costa's TFCFA funded programs **exceed Air District's cost effectiveness** criteria annually
- Popular, family-friendly programs and events draw thousands of participants
- Countywide, in-person, outreach conducted at 30-40 community and employer events every year
- Programs promote bike-ped safety and build life-long habits
- Participation by diverse audience of commuters, youth, seniors, and businesses
- Employer assistance with Bay Area Commuter Benefit Program compliance
- Provide jurisdictional support:
 - TDM ordinances/Measure J GMP Compliance Checklist
 - Implement TDM measures in sub-regional Action Plans
 - Fulfill TDM priorities of the RTPCs
 - Support and implementation of TDM elements of Sustainable Communities Strategies

Existing Program Challenges and Future Improvements

- CCTA dedicates all Measure J Program 17 and TFCA funds to one project type

May not serve the diverse transportation needs and the goals of each program.

- No Contra Costa TFCA policy

The current practice may be out of sync with the Air District's current guidance and policy.

- Lack of comprehensive review and reform of the current TDM activities

Innovate to keep the program up-to-date to meet the changing travel needs.

- Some of the current TDM activities are becoming more difficult to qualify for TFCA 40% funds. TFCA funds are restrictive in both their use and timeframe.

Review the activities and continue the most effective ones.

- Current practice heavily relies on self-reporting data on trip and VMT reduction.

Introduce new KPIs and tracking process to maximize measurable VMT and emission reductions.

Goals & Objectives of TDM 2.0

TDM 2.0

A more robust and relevant TDM program - branded as TDM 2.0

Goals and Objectives Driving Program Changes

- Countywide implementation
- Program aligns with the Authority's strategic position and incorporates ongoing performance measures for Vehicles Miles Traveled (VMT) and emission reductions.
- Continue to meet or exceed TFCA cost effectiveness requirements
- Address changes in commute landscape post-Covid
- Incorporate emerging technologies in programs
- Gain operational efficiencies in funding spent
- Focus on equity priority communities
- Data-driven decision making



Steps to TDM 2.0

Step 1a – FY 24-25: Existing TDM Program Improvements

Step 1b – FY 24-25: New Contra Costa TFCA Policy

Step 2 – FY 25-26: TDM Strategic Plan

Step 3 – FY 26-27: TDM 2.0 Implementation

Step 1 a: Existing TDM Program Improvements

- Evaluate and modify existing programs to focus on projects with the best measurable benefits
 - Consider verified v. self-reported trips, equity prioritization, return on investment, and quality of data
 - The most cost effective TDM activities will continue to be funded by TFCA 40% funds
- Stronger countywide program presence
- Maximize public awareness of the TDM program and the Measure J success. Capitalize on 511 Contra Costa's existing and growing public following to communicate CCTA priorities, initiatives, and successes
- Strengthen the connection between TDM and larger capital projects
- Explore collaborative opportunities to capitalize on existing regional TDM efforts such as Spare the Air Days
- Simplify and improve customer experience by consolidating multiple existing single-mode incentive programs into one universal 'Drive Less' incentive

Step 1 a: Existing TDM Program Improvements (continued)

- Operate two existing programs separately:
 - Street Smarts Diablo youth bike-ped safety program: funded by OBAG grant for four years
 - TRAFFIX and Lamorinda School Bus Programs: continue to be supported by Measure J and potential new sources secured by the sponsor agencies



Step 1b: New TFCA Policy

Board Authority-approved policy for allocating the TFCA 40% Fund

Goal and Objectives:

- Reduce Vehicle Miles Travelled (VMT)
- Reduce air pollution and GHG emissions

Priority Project Types (consistent with Air District project categories):

- **Bicycle and Pedestrian projects:** infrastructure projects, bike parking, bike share
- **Ridesharing Services:** carpool, vanpool, or other rideshare services, financial subsidy/incentive for transit or rideshare, and Guaranteed Ride Home
- **First- and Last-Mile Connections:** transit services providing short-distance connections between mass transit and commercial hubs or employment centers
 - Priorities: the project types are not listed in prioritized order. Other projects eligible under the Guidance can be considered if there are available TFCA funds.
 - Program Diversity: The use of the Priority Project Types will encourage the diversity of project types that serve multiple constituencies. This diversity could contribute significantly to public acceptance of, and support for, the TFCA program.
 - Annual Review: the Priority Project Types will be reviewed annually to align with Air District Guidance and the Authority Board's direction. The Authority Board may periodically adjust the Priority Project Types to align with its strategic direction.

Step 1 b: New TFCA Policy (continued)

Board Authority-approved policy for allocating the TFCA 40% Fund

Eligible project sponsors: Cities, County, transit agencies, RTPCs, and CCTA. Other public agencies and non-public entities may work directly with the eligible project sponsors to submit projects.

Project Prioritization Process:

- Beginning in FY 24/25, open call-for-projects process
- Project prioritization: collaboration between CCTA and project sponsors
- CCTA staff's roles: technical assistance, consultation, and balance of needs
- Technical Coordinating Committee evaluates and recommends project list
- Final project list: approved by the Authority Board

Other Considerations:

- Projects with regional significance or that support regional goals
- Benefits to equity priority communities
- Matching funds
- Project readiness and timely use of funds
- Performance measures and reporting requirements

Peer Comparison: TFCA Policy and Projects

County	Process	Funded Project Types (recent 5 years)	TDM funded by TFCA?
Alameda	30%: Programmed to transit-related projects 70%: Distributed by population	All types (except for EV)	\$350k to countywide TDM (incl. GRH)
Napa	Call for projects	Bicycle and Pedestrian Improvements , EV Charging Stations	No
San Francisco	Priority project types	Bicycle and Pedestrian Improvements, Transit Priority Projects, Traffic Calming, TDM, Shuttle Services, Alternative Fuel Vehicles and Infrastructure	Not currently funded
San Mateo	Collaborative process with SamTrans and Commute.org	All types (except for EV)	\$600k to countywide TDM
Santa Clara	Call for projects with scoring criteria	All types	GRH \$116k (2 years) No other TDM

TFCA Eligible Project Types

- Bicycle and Pedestrian projects: infrastructure projects, bike parking, bike share
- Ridesharing Services: carpool, vanpool, financial incentive for transit or rideshare, and Guaranteed Ride Home
- First- and Last-Mile Connections
- Vehicle-based projects
- Arterial management (signal timing) – not currently eligible

Step 1b: New TFCA Policy & Project Selection Process

Board Authority-approved policy for allocating the TFCA 40% Fund

Early	Late	Action
Feb	Mar	TCC considers and recommends Policy
Jan	Mar	CCTA staff provides early consultation and technical assistance
Feb. 21		CCTA Authority Board adopts Expenditure Plan (total county fund amount)
Mar	Apr	Authority Board approves Policy, releases Call for Projects
June 19		Authority Board approves Air District/CCTA agreement
Mar	May	CCTA staff assists with CE calculations, project readiness/ delivery scheduling
May	June	Project sponsors submit project documents and CE calculations
Jun	July	TCC evaluates projects and recommends project list
July	Oct	Authority Board approves final project list
Nov. 15		CCTA submits all project documents to Air District
Aug	Nov	CCTA/project sponsor funding agreements executed

Dates in bold are mandated by the Air District.

Step 2: TDM Strategic Plan

- CCTA will seek a consultant to prepare a TDM Strategic Plan. That plan will:
 - Evaluate existing programs and services, the service delivery model, industry best practices for suburban TDM programs that have proven success, and emerging projects and programs from around the world that reduce VMT.
 - The plan will consider emerging innovative programs that have proven to reduce VMT and determine their applicability to Contra Costa County.

Step 3: TDM 2.0 Implementation

- CCTA will implement TDM 2.0 as the ongoing Contra Costa program using insights and guidance from the TDM Strategic Plan and the successes and lessons learned from the project prioritization process.

QUESTIONS?

