

TRANSPAC
Transportation Partnership and Cooperation
Meeting Notice and Agenda

THURSDAY, APRIL 11, 2024

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 accessible in-person or virtually via telephone or video conference to all members of the public. 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/83393871394?pwd=ZWw4cmJyb1ZGUDNxNjNSemFTSG9Odz09>

Meeting ID: 833 9387 1394 Password: 763841

Phone Access: To observe the meeting by phone, please call at the noticed meeting time 1 (669) 900 6883, then enter the Meeting ID: 833 9387 1394 Password: 763841

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 irina@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.

Transportation Partnership and Cooperation
Clayton, Concord, Martinez, Pleasant Hill, Walnut Creek, and Contra Costa County
1320 Mount Diablo Blvd, Suite 206, Walnut Creek, CA 94596
(925) 937-0980

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 irina@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 March 14, 2024, TRANSPAC Board meeting.

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

- No report available.

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

- No report available.

d. RTPC MEETING SUMMARY LETTERS: 🌀 Page 14

1. TRANSPAC – Meeting summary letter dated March 14, 2024
2. TRANSPLAN – No meeting summary letter available.
3. SWAT – No meeting summary letter available.
4. WCCTAC – Board Meeting Summary dated March 22, 2024.

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: https://countyconnection.com/wp-content/uploads/2024/02/6a.-FINAL_Fixed-Route-Report-January-2024.pdf

3. County Connection Link Monthly Report:
https://countyconnection.com/wp-content/uploads/2024/02/6b.FINAL_Partransit-Executive-Summary-Report-January-2024.pdf
4. The CCTA Project Status Report may be downloaded at:
https://ccta.net/wp-content/uploads/2023/12/QPSR-Oct-Dec-2023_Final.pdf
5. The CCTA Board Meeting was held on March 20, 2024. The next meeting is scheduled for April 17, 2024.
6. The CCTA Administration & Projects Committee (APC) Meeting was held on March 7, 2024. The next regular meeting is scheduled for April 4, 2024.
7. The CCTA Planning Committee (PC) Meeting scheduled for Thursday, March 7, 2024, has been canceled. The next PC Meeting is scheduled for Thursday, April 4, 2024.
8. The CCTA Calendar for April 2024 to June 2024 may be downloaded at:
<https://ccta.primegov.com/Portal/viewer?id=0&type=7&uid=7295a041-30c1-40bb-a9ba-5c85cb973683>

END CONSENT AGENDA

4. **TRANSPAC WORKPLAN FOR FISCAL YEAR 2023/2024.** The TRANSPAC Joint Exercise of Power Agreement specifies that TRANSPAC shall adopt a budget that includes operational expenses and the proportional amount each agency will be required to pay to fund TRANSPAC. To prepare for the upcoming 2024/2025 budget process, the TRANSPAC Board is requested to review the overall process schedule, provide input for the upcoming work plan, and identify a meeting time for a closed session employee review. 🌀 **Page 19**

ACTION RECOMMENDATION: Provide input on the TRANSPAC budget process and work plan and schedule a closed session meeting for the Public Employee Performance Evaluation and Labor negotiation for the Managing Director in conjunction with the May 09, 2024, TRANSPAC Board meeting.

Attachment: Staff Report

INFORMATION ITEMS

5. **Measure J Line 20a FUNDS PROGRAM – FY 2024/2025 AND FY 2025/2026.** 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. Staff received eight applications for nine programs requesting \$1.5 million in funding. At this meeting staff will provide an update on the program. (INFORMATION) 🌀 **Page 25**

Attachment: Staff Report

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. As a strategic priority of the Contra Costa Transportation Authority (CCTA), 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. Through this item, the CCTA staff is also proposing to approve a new Transportation Fund for Clean Air 40% Fund policy, a fund source that has been used to fund TDM programs for 511 Contra Costa. At this meeting, CCTA and 511 Contra Costa staff will provide an update on the TFCA policy and present a program proposal for the FY25 TFCA. (INFORMATION) 🌀 **Page 39**

Attachment: Staff Report

7. **INNOVATE 680 – AUTOMATED DRIVING SYSTEM PROJECT STATUS UPDATE** The CCTA's Autonomous Driving System (ADS) program aims to assess AV safety at GoMentum Station and later on roads. Goals include monitoring ADS testing, sharing data for public confidence, and fostering collaboration among partners. Updates will be provided on ADS pilot programs, including the First-Mile/Last-Mile pilot program at Rossmoor and a hospital on-demand service pilot program in Martinez. (INFORMATION) 🌀 **Page 93**

Attachment: Staff Report

8. **TRANSPAC CCTA REPRESENTATIVE REPORTS.**
9. **METROPOLITAN TRANSPORTATION COMMISSION REPORT.**
10. **TAC ORAL REPORTS BY JURISDICTION.**
11. **BOARD MEMBER COMMENTS.**
12. **MANAGING DIRECTOR'S REPORT.**
13. **ADJOURN / NEXT MEETING.**

The next regular meeting is proposed for May 9, 2024, 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: March 14, 2024

MEMBERS PRESENT: Peter Cloven, Clayton; Laura Nakamura, Concord; Mark Ross, Martinez; Sue Noack, Pleasant Hill; Loella Haskew, Walnut Creek; Ken Carlson, Contra Costa County;

PLANNING COMMISSIONERS PRESENT:

STAFF PRESENT: Abhishek Parikh, Concord; Ryan McClain, Pleasant Hill; Smadar Boardman, Walnut Creek; Melody Reeb, County Connection; Jamar Stamps, Contra Costa County; Matt Todd, TRANSPAC; Tiffany Gephart, TRANSPAC; Irina Nalitkina, TRANSPAC

GUESTS/PRESENTERS: Kathryn Reisner, Walnut Creek; Vanessa Candejas, Walnut Creek; Kathryn Monroy, Concord; Robert Larkrith, CEI; Mona Panchal, CEI; Kerry Hillis, BART; Kyle Boehm, County Connection; Rashida Kamara, CCTA

MINUTES PREPARED BY: Tiffany Gephart

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

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

2. Public Comment

There were no comments from the public.

3. Consent Agenda

a. Approval of Minutes:

- **Minutes of the December 14, 2023, and February 8, 2024, TRANSPAC Board 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

On a motion by Commissioner Carlson seconded by Commissioner Ross to approve the consent agenda by unanimous vote of the members present (Cloven, Nakamura, Ross, Noack, Haskew, Carlson).

End Consent Agenda

4. Measure J Line 20a Funds Program – FY 2024/2025 And FY 2025/2026.

Tiffany Gephart introduced representatives from four organizations to present their Measure J Line 20a programs.

Kathryn Monroy presented the material about the Concord Senior Transportation Program. She noted that about 20% of Concord residents are over 60 years old, with approximately 15,000 residents aged 65 or older, highlighting the need for senior services. The program provides subsidized rides to seniors (65+), serving 26 seniors over the age of 90, with the largest population between 75-80, and including those who do not qualify for paratransit services. Ms. Monroy discussed the transportation program for seniors in Concord, Walnut Creek, and Pleasant Hill, providing rides to medical and dental appointments, grocery stores, and personal care locations.

The program faces challenges such as expense, infrequent use by residents on low fixed incomes, and inability to accommodate medical appointments that require personal assistance. Ms. Monroy indicated that the current application is requesting funds to expand the program to include a “fixed route” van service for seniors, which would operate 4 days a week and provide access to various locations for meals, recreation, and wellness programs. The new program would charge a \$15 application fee and offer free van service to participants who qualify, with the option to prioritize trips for those with greatest financial need.

Ms. Monroy discusses the transportation challenges faced by seniors in Concord, including limited English proficiency, low income, and disability and the need for more transportation options to serve the underserved population. The Concord Senior Center is working to address these challenges by providing transportation services, educating seniors on existing public transit options, and conducting a transportation survey to determine the best course of action.

Commissioner Noack Commissioner Carlson both asked questions and about the fixed-route service. Ms. Monroy responded, noting there may be other terminology to better describe the service and described the service as having a daily list of destinations where seniors could request to go. She elaborated, explaining that while destinations are fixed, the service includes door-to-door pickup and drop-off to meet seniors' transportation needs. Commissioner Noack acknowledged the clarification and understood that the program revolves around reaching specified destinations.

Commissioner Haskew raised a question regarding the low participation in the Monument corridor, wondering if language barriers or limited communication methods were factors. Ms. Monroy believes language barriers are part of the issue. This program mandates a \$30 contribution for eligibility and noted that could be an issue as well.

Commissioner Nakamura asked for clarification on the number of individuals served by the program. Kathryn Monroy there are over 300 enrolled individuals but only around 100 active users. Commissioner Nakamura further inquired about the number of trips made by the program and Ms. Monroy recalled that last year, the program completed about 1950 trips.

Kathryn Reisinger, Recreation Program Manager for Walnut Creek, reviewed the City of Walnut Creek's transportation program for seniors, which is open to all residents of TRANSPAC aged 60+ who cannot drive. She noted the program also serves individuals aged 18+ with adaptive needs. The program provides rides for various purposes, including medical appointments, grocery shopping, and social engagements. The services cover Walnut Creek and neighboring areas. The team includes administrative staff and transportation specialists and both scheduled and on-demand rides, utilizing a mix of Lyft services and a minibus are provided. She reviewed the program staff and driver training. Ms. Reisinger talked about the users of the program and that there is an increasing number of non-Walnut Creek residents utilizing the services. She noted they are able to offer language support in Spanish, Japanese, Vietnamese, and American Sign Language. For program goals, they include enhancing outreach efforts, increasing ridership in equity-priority communities, and possibly rebranding our program.

Commissioner Nakamura inquired whether there are changes in ridership to Walnut Creek due to the recent consolidation of services from Concord to the new UCSF Cancer Center. Ms. Reisinger stated that they had not observed this, but they could review ridership and provide updates in the future. Commissioner Noack noted the recent opening of the cancer center and the ridership changes may be yet to come.

Commissioner Nakamura also inquired about the Equity Priority Community (EPC) area in Martinez, seeking clarification on its location. Matt Todd elaborated on the analysis by MTC that went into identifying the EPC areas throughout the Bay Area, and designating areas in the central county, including downtown Martinez and the monument corridor. Ms. Reisinger explained the targeted outreach efforts in Concord and Martinez based on EPC zip codes. Commissioner Noack emphasized the dynamic nature of EPC designations and the application process at MTC.

Commissioner Noack inquired about coordination with Concord on ride services. Ms. Reisinger elaborated and talked about ongoing discussions with Concord staff and citing logistical challenges despite mutual openness to collaboration.

Melody Reeb, Director of Planning Marketing at County Connection, presented on their midday free rides program for students with disabilities funded by Line 20A funds since July 2019. She indicated the program offers free rides on fixed route County Connection buses during off-peak hours (10 am to 2 pm) for transition programs supporting students with disabilities. Currently,

two programs participate: Mount Diablo Unified School District's Bridge Program and RES Success in Pleasant Hill and Martinez. The program aids in teaching independence and life skills to students. Despite a gap during COVID closures, ridership has steadily increased, reaching about 43,000 rides in the last year and a half. Projected costs for the next two fiscal years amount to nearly \$80,000, covering fare revenue loss and administrative fees. Funding discussions are ongoing to potentially expand the program to more transition programs based on usage and available funding. As current funds are being depleted due to increased ridership, continued support for the program is crucial.

John Byers, Transportation Director at the Center for Elders Independence (CEI), provided an overview of their Programs for All-Inclusive Care (PACE) Transportation Services program. PACE offers comprehensive health services for adults aged 55 and over, aiming to enhance their quality of life and enable independent living. CEI has been operating for 42 years, serving approximately 1200 participants in Alameda and Contra Costa counties. They have five centers providing various services, including healthcare, nutrition, and transportation assistance. He noted that CEI recently opened two new centers to expand their service area. CEI's transportation department operates 50 vehicles, completing approximately 800 trips per day. CEI employs full-time drivers, dispatchers, and supervisors, and also utilizes contracted transportation vendors. Despite challenges with aging vehicles, CEI remains committed to providing reliable transportation services to their participants. Mr. Byers noted that transportation is a critical component of PACE program, ensuring participants receive necessary medical care and socialization. Mr. Byers discussed the fleet of 50 aging vehicles used for non-emergency medical transportation, with 36,000 miles driven annually and 25-30 routes running daily. Mr. Byers explained that the transportation department is responsible for serving 1,200 participants in the Contra Costa County (East Bay) area, including Concord, Pleasant Hill, Walnut Creek, and Martinez.

Commissioner Carlson asked about the scope of the transportation department's services, including medical appointments and grocery shopping. Mr. Byers clarified that they only offer medical appointments outside of the centers. Mr. Byers highlighted Contra Costa County's growth in participants and also a new center opening in Livermore. Commissioner Carlson emphasizes the importance of allocating funds to the broadest number of people in need within TRANSPAC service areas, while also considering the total program size and its impact on the community.

Commissioner Haskew wanted clarification on the service provided. She asked if the transportation service covers everything, including medical treatments at the center. Mr. Byers responded, explaining that the transportation department serves all registered participants and ensures they attend medical appointments and specialist visits as needed. He noted the comprehensive medical services available at the centers, including doctors, nurses, nurse practitioners, and physical therapists.

Commissioner Carlson inquired if the service also covers transportation for tasks like grocery shopping. John Byers clarified that their focus is solely on medical appointments, arranging over 100 trips daily for such purposes. Commissioner Carlson further asked if the funding allocation is

specific to the TRANSPAC service area or the broader CEI program. Mr. Byers provided details on participant numbers in Concord and other zip codes, highlighting the geographical spread of participants throughout Contra Costa County. Commissioner Noack asked about participant numbers in areas outside Concord, like Pleasant Hill and Walnut Creek. Mr. Byers confirmed the presence of participants across the county and agreed to provide more specific data. Commissioner Cloven expressed difficulty understanding how the high number of trips per day correlates with the relatively low number of participants in certain areas, emphasizing the need for clarity on this matter. Mr. Byers reiterated that participant numbers are increasing county-wide, not just in Concord, and offered to provide additional information as needed. Matt Todd expressed the intention of the program is focused on trips with an origin or destination or both origin and destination in the TRANSPAC area. He noted that staff will request some additional information from sponsor to ensure we have the correct ridership data and that we are looking at similar information for all the program requests.

Commissioner Carlson emphasized the importance of allocating funds conscientiously to reach the broadest number of individuals in need within the TRANSPAC areas.

5. BART Safe and Clean Plan Update

Kerry Hillis of BART presented this item. BART has seen a 75% return of pre-pandemic ridership, but riders are not using the system as frequently due to work from home arrangements. Mr. Hillis discussed BART's new schedule and increased cleaning schedules. He also indicated that on-time performance has improved to 93%, with a goal to increase it further. Mr. Hillis highlighted BART's efforts to improve police response times, including the redeployment of BART Police officers and addition of crisis intervention teams and ambassadors to provide more support and resources for passengers.

Regarding fare evasion, he noted that BART is replacing all 700+ antiquated fare gates throughout their system by mid-2025, with the first phase starting construction in a few weeks. Contra Costa County, including the TRANSPAC area, will get its fair gates in phase 2, with SFO being prioritized to ensure a smooth entry into the region for travellers. Kerry Hillis discussed MTC's efforts to expand transportation access for low-income residents in Contra Costa County. Mr. Hillis also explained how MTC is working on SB 1031 to address the \$313 million operating revenue shortfall for transit systems in the coming years.

Commissioner Noack acknowledged the improvements in cleanliness and increased presence of BART Police and expressed appreciation for these enhancements. However, she reiterated her concern about the lack of a prominent emergency number display in new BART cars, emphasizing its importance for passenger safety. She also advocated for beautification efforts at stations to enhance safety perception. Kerry Hillis responded, referencing the challenges in maintaining older infrastructure, and referenced the North Concord BART station fountain as an example. He noted ongoing beautification efforts are occurring in Lafayette and highlighted the collaboration with the city on improvements. Kerry acknowledged the Commissioner's concern

about emergency numbers and pledged to address it, along with noting the need for station beautification.

Mr. Carlson expressed gratitude for recent improvements in BART's cleanliness and signage, particularly noting the presence of cleaning crews on trains and platforms. He appreciated the updates on elevator statuses and other improvements, which have made passengers feel safer and more comfortable. Mr. Hillis further elaborated on BART's response mechanisms, mentioning the ability to report cleanliness issues through the BART app or web link, leading to quicker resolutions.

Ms. Nakamura inquired about the usage of the BART app and its features. Commissioner Noack praised the convenience of the BART app, especially its parking payment feature. She highlighted the 15-minute grace period for parking payments, facilitated by license plate readers, which has improved the parking experience for commuters.

Kerry Hillis thanked the board for their time, while Matt Todd reminded them of past funding allocations for BART station fare gate improvements through Measure J funds.

Commissioner Noack emphasized the significance of addressing fare evasion, estimating significant revenue losses due to evasion. Kerry Hillis echoed the Commissioner's concern, mentioning observed fare evasion attempts and improved fare gates' deterrent effect at stations like West Oakland.

6. TRANSPAC CCTA Representative Reports.

It was noted that the Planning Committee did not meet this month. Commissioner Noack reported that there have been ongoing discussions about the GoMentum station, particularly following the end of AAA's contract for the administration. Adjustments are underway to manage the transition effectively, with meetings addressing necessary agreements for ongoing operations..

7. Metropolitan Transportation Commission Report.

Commissioner Noack provided an update on MTC related items. She noted gthere's ongoing dialogue on enabling legislation, notably SB 925, that would allow MTC to pursue a transportation measure by 2026. Other relevant legislation pertains to the consolidation of transit agencies, which has been extensively discussed. MTC discussion has emphasized coordination over consolidation, recognizing potential drawbacks such as reduced service and local attention. There has been no final decisions yet on the proposed tax measure.

8. TAC Oral Reports by Jurisdiction

No comments from the TAC.

9. Board member Comments

No comments from the Board

10. Managing Director's Report Matt Todd introduced new GBS staff Irina Nalitkina to the Board. Mr. Todd also noted that the GBS offices moved to 1320 Mt. Diablo Road in Walnut Creek and that any future US mail correspondence should use that address.

11. Adjourn / Next Meeting The meeting adjourned at 10.30 a.m. The next regular meeting will be held on April 11, 2024, 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
Transportation Partnership and Cooperation
Clayton, Concord, Martinez, Pleasant Hill, Walnut Creek and Contra Costa County
1320 Mount Diablo Blvd, Suite # 206, Walnut Creek, CA 94596
(925) 937-0980

March 14, 2024

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

RE: Status Letter for TRANSPAC Meeting – March 14, 2024

Dear Mr. Haile:

The TRANSPAC Committee met on March 14, 2024. The following is a summary of the meeting and action items:

1. Received information on the Measure J Line 20A Funds Program - FY 2024/2025 And FY 2025/2026. The TRANCPAC Board also received presentations from the following Measure J Line 20a Fund Program applicants:
 - a. City of Concord - City of Concord Go GO Concord Fixed Route Van Service and TNC;
 - b. City Of Walnut Creek - City of Walnut Creek Social Services Transportation Program;
 - c. County Connection - Midday Free Rides Program;
 - d. Center for Elders' Independence (CEI) - Central Costa County Transportation Initiative.
2. Received information on the BART Safe and Clean Plan.

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; Lamar Hernandez-Thorpe, Chair, TRANSPLAN
Chris Weeks, SWAT; Renata Sos, Chair, SWAT
John Nemeth, WCCTAC; Rita Xavier, Chair, WCCTAC
Tarienne Grover, CCTA Staff
Ethan Bindernagel, Diane Bentley (City of Pleasant Hill)

MEETING NOTICE AND AGENDA

DATE & TIME: March 22, 2024 • 8:00 AM – 10:00 AM

LOCATION: City of El Cerrito, Council Chambers
10890 San Pablo Avenue (at Manila Ave)
El Cerrito, California (Accessible by AC Transit #72, #72M & #72R)

REMOTE ACCESS:

<https://us02web.zoom.us/j/7321058840?pwd=c1dMVjJyd1BoYk0yYWVlZWVlWHZ4Zz09>
Meeting ID: 732 105 8840

Phone: =

+Dial the following number, enter the participant PIN followed by # to confirm:

+1 669 900 6833

Meeting ID: 732 105 8840

Password: 066620

Public Comment During the Meeting

Public comment during the meeting can be in person or via Zoom. Those wishing to comment in person should fill out a speak card. Participants wishing to comment via Zoom should indicate interest by using the hand raising function on Zoom or by physically raising their hands.

The ability to participate and observe via Zoom or teleconference is predicated on those technologies being available and functioning without technical difficulties. Should they not be available or become non-functioning or should the WCCTAC Board encounter technical difficulties that make those platforms unavailable, the WCCTAC Board will proceed with business in person unless otherwise prohibited by law.

Written Comment (accepted until the start of the meeting, unless otherwise noted on the meeting agenda). Public comments received by 5:00 p.m. on the evening before the Board meeting date will be provided to the WCCTAC Board. Comments may be submitted by email to vjenkins@wcctac.org.

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- 1. Call to Order and Board Member Roll Call.** (Rita Xavier – Chair)
 - 2. Public Comment.** The public is welcome to address the Board on any item that is not listed on the agenda.

TRANSPAC Board Meeting **STAFF REPORT**

Meeting Date: April 11, 2024

Subject:	TRANSPAC WORK PLAN AND BUDGET PROCESS FOR FISCAL YEAR 2024/2025
Summary of Issues	The TRANSPAC Joint Exercise of Power Agreement (JPA) specifies that TRANSPAC shall adopt a budget that includes operational expenses and the proportional amount each agency will be required to pay to fund TRANSPAC. To prepare for the upcoming 2024/2025 budget process, the TRANSPAC Board is requested to review the overall process schedule, provide input for the upcoming work plan, and identify a meeting time for employee review.
Recommendations	Provide input on the TRANSPAC budget process and work plan and schedule a closed session meeting for the Public Employee Performance Evaluation and Labor negotiation for the Managing Director in conjunction with the May 9, 2024 TRANSPAC Board meeting.
Financial Implications	This agenda item is initiating the work plan and budget process. The final budget is scheduled to be considered at the June TRANSPAC Board meeting. The TRANSPAC budget projects the costs associated with TRANSPAC operations and the identifies the level of funds required, including member contributions, to be included in the TRANSPAC FY 2024/2025 Budget. The method to determine the proportional amount each agency would be required to pay for any member contribution will be based on the formula specified in the TRANSPAC JPA.
Options	Options include: <ul style="list-style-type: none">• Direct staff to modify the process for the work plan and budget tasks
Attachment(s)	A. TRANSPAC FY 2023/2024 Work Plan B. TRANSPAC FY 2023/2024 Budget C. TRANSPAC FY 2024/2025 DRAFT Work Plan - For Discussion Purposes

Background

The TRANSPAC Bylaws specify the Board shall adopt a budget that includes operational expenses and the proportional amount each agency will be required to pay and that the Board

shall appoint a Managing Director to administer the day-to-day activities of TRANSPAC and report to the Board. The FY 2024/2025 budget is expected to be similar to the previous year with the Managing Director / Administration Support Contract being the largest annual expense.

Work Plan

TRANSPAC considers the annual work plan in conjunction with review of an annual budget. The work plan priority tasks are intended to be evaluated on a regular basis to allow for the affirmation or revision of priorities. The work plan is based on identified priorities and current trends and topics in regional transportation such as the progress of the Countywide Transportation Plan (CTP), Transportation Demand Management (TDM), Safe Routes to School Program (SR2S), EV technology and Infrastructure and regional project coordination. Items also include tasks that TRANSPAC would perform in any event (i.e. Measure J Line 20a programming cycle). The Board is requested to provide input for items to be included in the upcoming workplan. Staff has included a Draft 2024/2025 Work Plan in the attached material with revisions noted for consideration by the Board.

Managing Director Annual Review

Since the initiation of the GBS contract, the TRANSPAC Board has held a closed session for Public Employee Performance Evaluation and Labor negotiation (pursuant to Government Code §54957) for the Managing Director annual review process. The TRANSPAC Board is recommended to schedule a closed session for Public Employee Performance Evaluation and Labor negotiation in conjunction with the May Board meeting.

The budget and work plan for the current fiscal year has been included in the attached material for reference.

The overall schedule proposed for the work plan and budget process for fiscal year 2024/2025 is detailed below.

	Board Action
April 2024	Review of 2024/2025 work plan and budget process schedule Review draft 2024/2025 work plan Schedule Managing Director Review
May 2024	Closed Session for Employee Review Review draft 2024/2025 work plan Review draft 2024/2025 budget
June 2024	Approve final 2024/2025 work plan and budget Approve FY 2024/2025 Managing Director contract

TRANSPAC

2023 / 2024 WORK PLAN

Strategic Planning Discussion Identified Work

- Countywide Transportation Plan
 - Coordinate with CCTA and monitor progress
- Regional Coordination
 - Coordinate with partner agencies to review and discuss items of interest including:
 - Coordination with CCTA:
 - INNOVATE 680 Project
 - SR239 Project
 - Countywide Smart Signals Project
 - Countywide VMT Mitigation Framework
 - Coordination with 511 Contra Costa to maximize benefits of the available Transportation Demand Management Tools
 - Coordination with MTC
 - Regional Active Transportation Network
 - SWAT
 - Items of interest could include the INNOVATE 680 Program.
- Project Delivery Coordination
 - Continue researching opportunities for local agency coordination and project delivery efficiencies
 - Explore project types that could be delivered within a partnership structure
- Schools
 - Work with school district staff and other partner agencies to address congestion (including working with the Cities and their existing and ongoing coordination efforts), safety, and enforcement issues
 - Prioritize funding opportunities for school related improvements, including SR2S and complete streets
 - Coordinate with CCTA and Central County school districts to promote walk and bike to school events, and monitor progress of the Countywide SR2S Program (see also Regional Coordination / 511 Contra Costa)
 - Explore the role of transit services and how they facilitate safe routes to schools
- Electric Vehicle Charging Infrastructure
 - Work with CCTA and TRANSPAC agencies to implement EV charging infrastructure across a wide array of local communities and including infrastructure for multifamily housing
- Transportation and Housing
 - Support regarding transportation issues related to regional housing targets
- TRANSPAC JPA Review

TRANSPAC

2023 / 2024 WORK PLAN

Ongoing / Existing Tasks

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

Administrative Tasks

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

TRANSPAC 2023-2024 BUDGET						
EXPENDITURES						
		2022-2023	2023-2024			
Managing Director / Admin Support Contract (time and material based expenses) (includes printing, postage & supplies)		\$ 267,000	\$ 286,000			
Legal Services - expenses would be incurred on a time and material basis		\$ -	\$ -			
Web Site - Maintain / Enhance (time and material based expenses)		\$ 5,000	\$ 5,000			
Audit Services		\$ 4,500	\$ 4,500			
City of Martinez - Pacheco Transit Hub / Park & Ride Lot Maintenance		\$ 10,000	\$ 10,000			
Pleasant Hill City/Fiscal Administration		\$ 3,000	\$ 3,000			
Subtotal		\$ 289,500	\$ 308,500			
Contingency		\$ 25,000	\$ 25,000			
Project Reserve - This line represents the budget to fund the I-680 / Monument Blvd. Bicycle and Pedestrian Improvement Feasibility study. The increase in the balance reflects unexpended funds from the completed contracts		\$ 31,000	\$ 41,500			
Total		\$ 345,500	\$ 375,000			
REVENUES						
		2022-2023	2023-2024			
Member Agency Contributions		\$ 277,000	\$ 298,000			
Carryover Balance		\$ 37,500	\$ 35,500			
Project Reserve Carryover Balance		\$ 31,000	\$ 41,500			
Total		\$ 345,500	\$ 375,000			
NOTES:						
-TRANSPAC does not have any direct employees. Staff positions provided through contract.						

TRANSPAC 2023-2024 BUDGET						
TRANSPAC MEMBER AGENCY CONTRIBUTION ALLOCATION FORMULA METHODOLOGY						
PART A	Each jurisdiction contributes 50% of the TRANSPAC Member Agency Contributions based on an equal (1/6) share of the annual budget amount.					\$ 149,000
PART B	The remaining 50% share of the TRANSPAC Member Agency Contributions is calculated on the most recent percentage of Measure J "return to source" funds received by each jurisdiction.					\$ 149,000
	PART A	ALLOCATION FORMULA FOR MEMBER AGENCY CONTRIBUTION REVENUE BUDGET				
		50% SHARE OF ANNUAL MEMBER AGENCY CONTRIBUTION BUDGET PER JURISDICTION				PER JURISDICTION EQUALS (R)
JURISDICTION						
CLAYTON		1/6				\$ 24,833
CONCORD		1/6				\$ 24,833
MARTINEZ		1/6				\$ 24,833
PLEASANT HILL		1/6				\$ 24,833
WALNUT CREEK		1/6				\$ 24,833
CONTRA COSTA COUNTY		1/6				\$ 24,833
TOTAL						\$ 149,000

TRANSPAC 2023-2024 BUDGET						
ALLOCATION FORMULA FOR MEMBER AGENCY CONTRIBUTION REVENUE BUDGET						
PART B	MEASURE J RTS \$s	MEASURE J RTS %	\$ FROM RTS			Total for Jurisdiction
JURISDICTION	Allocation		PART B		PART A	
CLAYTON	\$ 310,660	5.14%	\$ 7,654		\$ 24,833	\$ 32,488
CONCORD	\$ 2,108,342	34.86%	\$ 51,947		\$ 24,833	\$ 76,781
MARTINEZ	\$ 730,952	12.09%	\$ 18,010		\$ 24,833	\$ 42,843
PLEASANT HILL	\$ 751,176	12.42%	\$ 18,508		\$ 24,833	\$ 43,342
WALNUT CREEK	\$ 1,263,251	20.89%	\$ 31,125		\$ 24,833	\$ 55,959
CONTRA COSTA COUNTY ^	\$ 882,954	14.60%	\$ 21,755		\$ 24,833	\$ 46,588
TOTAL	\$ 6,047,335		\$ 149,000		\$ 149,000	\$ 298,000
^Estimated at 25% of allocation (\$3,531,814)						
Based on DRAFT - FY 2023-24 Return To Source Projections						

TRANSPAC

DRAFT 2024 / 2025 WORK PLAN

Strategic Planning Discussion Identified Work

- Countywide Transportation Plan
 - Coordinate with CCTA and monitor progress
- Regional Coordination
 - Coordinate with partner agencies to review and discuss items of interest including:
 - Coordination with CCTA:
 - INNOVATE 680 Project
 - [Accessible Transportation Strategic Plan](#)
 - SR239 Project
 - Countywide Smart Signals Project
 - Countywide VMT Mitigation Framework
 - [TDM 2.0](#)
 - [Coordination with CCTA on TFCA funding priorities for Countywide as well as subregional programs/projects](#)
 - Coordination with 511 Contra Costa to maximize benefits of the available Transportation Demand Management Tools, [including identifying projects to submit to be funded with TFCA](#)
 - [Monitor Concord Naval Weapon Station Development](#)
 - Coordination with MTC
 - Regional Active Transportation Network
 - SWAT
 - Items of interest could include the INNOVATE 680 Program.
- Project Delivery Coordination
 - Continue researching opportunities for local agency coordination and project delivery efficiencies
 - Explore project types that could be delivered within a partnership structure
- Schools
 - Work with school district staff and other partner agencies to address congestion (including working with the Cities and their existing and ongoing coordination efforts), safety, and enforcement issues
 - Coordinate with CCTA, [511 Contra Costa](#) and Central County school districts to promote walk and bike to school events, and monitor progress of the Countywide SR2S Program (see also Regional Coordination / [511 Contra Costa TDM 2.0](#))
 - Prioritize funding opportunities for school related improvements, including SR2S and complete streets
 - Explore the role of transit services and how they facilitate safe routes to schools

TRANSPAC

DRAFT 2024 / 2025 WORK PLAN

- Electric Vehicle Charging Infrastructure
 - Work with CCTA and TRANSPAC agencies to implement EV charging infrastructure across a wide array of local communities and including infrastructure for multifamily housing
- Transportation and Housing
 - Support regarding transportation issues related to regional housing targets
- TRANSPAC JPA Review

Ongoing / Existing Tasks

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

Administrative Tasks

- ~~Evaluate and review virtual meeting requirements~~
- Quarterly and Year End Financial Reporting
- Appointments
 - CCTA Board Representative
 - Other CCTA Committee Appointments
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- 2025 Meeting Schedule
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TRANSPAC Board Meeting STAFF REPORT

Meeting Date: April 11, 2024

Subject:	MEASURE J LINE 20A FUNDS PROGRAM – 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. Staff received eight applications for 9 programs requesting \$1.5 million in funding. The TAC scoring subcommittee met to review the applications and staff is gathering additional information for review. It is anticipated that the scoring committee will have initial recommendations to review with the Board in May. At this meeting staff will provide an update on the program and representatives from Choice in Aging, County Connection, Mobility Matters, and the Golden Rain Foundation/Rossmoor will present on their programs for upcoming programming cycle.</p>
Recommendation	For information only.
Options	None.
Financial Implications	None.
Attachment(s)	A. Summary of Received Applications B. Summary of Programs/Projects C. TRANSPAC Measure J Line20A Program Guidelines D. 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 required to be submitted by January 19, 2024. Staff received 8 applications for 9 programs requesting approximately \$1.4 million in funding. The eight applications received include one late submission from Choice in Aging (CIA) which will be considered pending the review of the initial applications submitted as directed by the Board.

Line 20a Program/Project Summary

Line 20a projects cover a variety of service types including fixed-route and curb-to-curb shuttle van service, volunteer driver programs, paratransit supplemental service and subsidized on-demand TNC programs meeting a variety of needs for seniors and people with disabilities throughout Central Contra Costa County. The following project sponsors submitted applications for this cycle:

1. City of Concord - *GoGo Concord Fixed Route Van Service
2. City of Concord - GoGo Concord TNC
3. City of Walnut Creek - City of Walnut Creek Social Services Transportation Program
4. County Connection - *Central Contra Costa Rural Lifeline Transportation Program
5. County Connection - Midday Free Rides Program
6. Golden Rain Foundation (Rossmoor) – Downtown Walnut Creek Service
7. Mobility Matters – Rides for Seniors/Rides 4 Veterans
8. Center for Elder’s Independence – Central Contra Costa County Transportation Initiative
9. Choice in Aging – Mt. Diablo Mobilizer

**Indicates a new program or element*

Each applicant has received funding in previous cycles, however in some instances programs have been added or expanded as indicated with an asterisk above. The attached material includes a summary of applicants, funding requests and project descriptions.

At the March 14th Board meeting, representatives from the City of Concord, City of Walnut Creek, County Connection, and the Center for Elder’s Independence presented information about their programs. At the April 11th Board Meeting representatives from Choice in Aging, County Connection, Golden Rain Foundation (Rossmoor) and Mobility Matters will present on their programs.

Scoring Committee

The scoring subcommittee met on March 6th and March 12th to review the program applications. Staff is gathering additional requested program information which will be brought to the scoring subcommittee in early April to assist in creating the draft recommendation. It is anticipated that the scoring committee will have initial recommendations to review at the April and May TAC and Board meetings respectively.

Next Steps

The scoring committee will tentatively meet in early April to discuss a recommendation for committee review. Below is the proposed schedule through June.

Programming Schedule

January 2024	Application Workshop, January 9, 2023 (Completed) Applications Due, January 19, 2023 (Completed) Finalize TAC Scoring Committee (Completed)
February	Projects Summary - February 29 TAC (Completed)
February / March	Scoring Committee Meeting/Review –March 6 th /7 th (Completed) Projects Summary - March 14 Board (Completed) Applicant Presentations March 14 Board (Completed)
April	Applicant Presentations - April 11 Board Review Draft Program - April 25 TAC
May 2024	Review and Release Draft Program - May 9 Board Approve Final Program - May 30 TAC
June 2024	Approve Final Program - June 13 Board

**Project Applications Received: Measure J Line 20A Call for Projects
FY 24/25 and 25/26 Cycle**

Ref. #	Project Name	Sponsor	FY 24/25	FY 25/26	Total Request
1	City of Walnut Creek Social Services Transportation Program	City of Walnut Creek	\$ 118,500	\$ 118,500	\$ 237,000
2	Go Go Concord Fixed Route Van Service	City of Concord	\$ 99,000	\$ 99,000	\$ 198,000
3	Go Go Concord TNC	City of Concord	\$ 11,375	\$ 11,375	\$ 22,750
4	Central Contra Costa Rural Lifeline Transportation Program	County Connection	\$ 25,000	\$ 25,000	\$ 50,000
5	Downtown Walnut Creek Service	Golden Rain Foundation	\$ 115,000	\$ 115,000	\$ 230,000
6	Midday Free Rides Program	County Connection	\$ 39,600	\$ 39,600	\$ 79,200
7	Rides for Seniors / Rides for Veterans	Mobility Matters	\$ 120,000	\$ 120,000	\$ 240,000
8	Central Contra Costa County Transportation Initiative	Center for Elders' Independence (CEI)	\$ 175,000	\$ 175,000	\$ 350,000

FISCAL YEAR SUBTOTAL \$ 703,475 \$ 703,475 \$ 1,406,950

Ref. #	Project Name	Sponsor	FY 24/25	FY 25/26	Total Request
9	Mt. Diablo Mobilizer	Choice in Aging	\$ 58,850	\$ 58,850	\$ 117,700

FISCAL YEAR SUBTOTAL \$ 762,325 \$ 762,325 \$ 1,524,650

DESCRIPTIONS OF PROGRAM / PROJECT REQUESTS

TRANSPAC Measure J Line 20A Program 2024/2025 and 2025/2026 Cycle Program Applications

City of Walnut Creek

1	City of Walnut Creek Social Services Transportation Program	The City of Walnut Creek, under the stewardship of the Walnut Creek Recreation Social Services Division, offers a comprehensive transportation program catering to seniors and individuals with developmental, physical, and/or mental disabilities providing rides to all areas of the TRANSPAC region with specific focus on equity neighborhoods. By providing both Lyft TNC and a shared minibus, we are able to provide a wide variety of options to individuals with varying needs and abilities. This program embodies our commitment to fostering inclusivity and independence, recognizing the diverse mobility needs of our community members by providing transportation services which are easy to access, fills gaps left by other service providers and excellent customer service where seniors can speak directly to a supportive human to get services and answers promoting safety and community engagement.
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City of Concord

2	GoGo Concord Fixed Route Van Service	The expanded GoGo Concord Transportation Program with a Fixed Route Van Service will subsidize all ride fares offered through our partnership with GoGo Grandparent. The subsidy provides matching funds of up to \$30 monthly (\$360/yr). The additional GoGo Concord Fixed Route Van Service will be free for GoGo Concord Senior Transportation members after the initial \$15 yearly enrollment fee (Scholarships available). A schedule of locations will be produced and distributed, including the Concord Senior Center, at least one shopping location, one public place/park (e.g., Concord Library), and one medical office location.
3	GoGo Concord TNC	Rides through the GoGo Grandparent portion of the program will continue to be reserved by phone, and users can secure rides for the Fixed Route Van Service by telephone or using the currently utilized registration software.

County Connection		
4	Central Contra Costa Rural Lifeline Transportation Program	The Central Contra Costa Rural Lifeline Transportation program will provide lifeline accessible transportation to disabled residents of the rural/unincorporated portions of TRANSPAC's jurisdiction, particularly including the Morgan Territory portions of Clayton and unincorporated Contra Costa County southeast of Mt. Diablo, as well as the Alhambra Valley and Briones areas west of Martinez and Reliez Valley, west of Lafayette. Transportation will be provided to certified ADA paratransit eligible riders who reside in these areas on a pre-scheduled, shared ride basis, for the same fare as County Connection LINK riders pay.
5	Midday Free Rides Program	The Midday Free Program, (10am-2pm) currently available to Mt. Diablo Unified School District's Bridge Program and RES Success, a non-profit organization, allows students and their instructors to ride County Connection buses for free while they are engaging in these programs that provide individuals with the knowledge and skills they need in order to make a successful transition to an independent, adult life. A key part of this is learning how to navigate and use public transit, which also helps to reduce dependency on paratransit services.
Golden Rain Foundation - Rossmoor		
6	Downtown Walnut Creek Service	The service provides rides to and from downtown Walnut Creek to enable senior adults in the Rossmoor Community to achieve and maintain their independence for commuting, shopping, medical, civil service, and entertainment destination of their choice. The bus service connects residents to the public transit systems, Bart and County Connection bus lines. The Downtown service is operated using 12-18 passengers cut aways that are all equipped with wheelchair lifts.

Mobility Matters		
7	Rides for Seniors/ Rides 4 Veterans	Mobility Matters is a nonprofit 501(c) 3 organization that provides mobility management services throughout Contra Costa County by matching riders to transportation providers that meet their individual needs. In addition, we operate the only countywide volunteer driver programs that provide free, escorted, one-on-one, door-through-door rides for seniors and disabled veterans, including their service dogs, who cannot access other forms of transportation. Home safety, falls/injury prevention, and emergency planning and evacuation, are major components of our rides programs.
Center for Elders' Independence		
8	CEI Central Contra Costa County Transportation Initiative	CEI services under the PACE model of care provide a fully integrated care program for older adults. Our mission is to ensure our clients remain at home in their communities as long as they are able. We provide transportation to and from our PACE Centers, to multiple specialist physicians' visits, dialysis, hospital, emergency room, and nursing home care. CEI provides professionally operated transportation to participants Mon-Fri, 9am-5pm, but may start as early as 6am (early morning hospital procedure) through 7pm (after dialysis/late appointment). CEI handles scheduling/coordination, and after-hours taxi vouchers. There are fees for service – transportation is part of our all-inclusive care covered by Medi-Cal/Medicare capitation. Our vehicles or contracted ride service/taxis provide all transportation without any need for transfers enroute.
Choice in Aging		
9	Mt. Diablo Mobilizer	<p>Service #1: Mt. Diablo Mobilizer provides door through door wheelchair accessible transportation to Mt. Diablo Center participants. The trips are to and from the Adult Day Health Care program, Monday through Friday. The bus comes to the center in the morning and takes participants home in the afternoon.</p> <p>Service #2: Mid-day shopping trips are provided for low-income seniors residing in local housing facilities. This service operates weekdays as well.</p>

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.

TRANSPAC Board Meeting STAFF REPORT

Meeting Date: April 11, 2024

Subject:	TRAVEL DEMAND MANAGEMENT 2.0 AND CCTA TRANSPORTATION FUND FOR CLEAN AIR POLICY.
Summary of Issues	<p>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 Contra Costa Transportation Authority (CCTA), 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 the January and February TAC and Board meetings CCTA staff presented information on the TDM program and the impacts of revising the Countywide Transportation Fund for Clean Air (TFCA) program funding policy. Staff has also met with CCTA staff to get further information on the proposed TDM 2.0 program and TFCA policy revision proposals. At the March TAC meeting, 511 Contra Costa staff presented a program proposal for the FY25 TFCA cycle and received TAC comments. At this meeting, CCTA and 511 Contra Costa staff will provide an update on the TFCA policy and present a program proposal for the FY25 TFCA cycle.</p> <p>For Information Only.</p> <p>Recommendation None.</p> <p>Financial Implications</p> <p>Attachment(s)</p> <ul style="list-style-type: none"> A. FY 2023/20024 TRANSPAC 511 Contra Costa Programs - 19 Programs B. 511 Contra Costa Program Proposal presentation C. CCTA’s Approval of the TFCA 40% Fund Policy from April 4, 2024

Background:

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, under TDM 2.0, 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. As part of this effort, CCTA staff is proposing to develop a TDM strategic plan and create a formal Transportation Fund for Clean Air (TFCA) funding program policy.

The current TDM program for central county is implemented by 511 Contra Costa under a contract administered by the CCTA. In the past (circa 2014) TRANSPAC directly administered the 511 program in central county, and with the organizational change to a JPA agreement agency, came to an agreement with CCTA and they have administered the program since that time. The TDM program is funded by Measure J, Program 17 (1% of annual fund revenue of about \$1 million annually) which is designated to support alternative commute modes of transportation, and Air District TFCA (County Program Manager Funds of about \$1.5 million annually), intended for efforts to reduce greenhouse gas emissions from automobiles which also fits within the goals of TDM. CCTA applies a job/housing formula to determine the division of funding by subregion outlined in the Measure J Tax Expenditure Plan (TEP). It has been a practice to apply the same formula to distributing TFCA funding, but it is not in written policy.

At the January 25th TAC meeting, CCTA staff (Ying Smith), presented an overview of TDM 2.0 and next steps. The TAC held a robust discussion following the presentation that included questions about how projects would be prioritized, distribution of funding throughout the county, logistics of applying for and maintaining ongoing programs, and prioritizing successful ongoing programs.

At the February 8th Board meeting, CCTA Executive Director ,Tim Haile presented on the TDM 2.0 initiative and acknowledged that the revisions to the TFCA policy were being further reviewed after receiving input from TRANSPAC and other RTPCs. Staff also met with Ying Smith (CCTA), and TRANSPLAN on February 16th to discuss the program guidelines and potential revisions to the TFCA program policy. From the discussions, the program revisions will include providing the TRANSPAC committee with a role in guiding the TFCA investments in the TRANSPAC area of the county.

At the March 28th TAC meeting, Kirsten Riker of 511 Contra Costa (511CC) presented a program proposal for the FY25 TFCA cycle. The TAC held a robust discussion on the TFCA policy and proposal. From the discussion, the TAC asked for clarification on several topics including the funding allocation policy and how funding will be made available for new projects and the RTPC role in in the decision-making process where large county-wide projects are concerned. Furthermore, the TAC asked about project evaluation and cost-effectiveness criteria and there was discussion around how to prioritize the value of continuity in operating program priorities. Since the March TRANSPAC TAC meeting, the CCTA Planning Committee has met and recommended approval of a TFCA 40% Fund Policy (April 4, 2024). The version approved includes revised language that calls for identifying and developing countywide programs in collaboration with RTPCs and for RTPCs to recommend subregional programs/projects to the CCTA. The schedule for the steps to complete these tasks is still being evaluated. At this meeting, CCTA/511CC staff will provide an update on the TFCA policy and the 511CC program proposal for the FY25 TFCA cycle. The CCTA intends to request CCTA Board to approve the TFCA 40% Fund Policy at the April 17, 2024 meeting and use the proposed policy to select and fund programs/projects for the FY 2024/2025 cycle.

Attachment A

FY 2023/20024 TRANSPAC 511 Contra Costa Programs - 19 Programs

REF #	Program	Fund Source		
		TFCA	MJ17	MJ21A
1	511 Contra Costa Brand: website, social media, eNewsletter	X	X	
2	Drive Less Incentive	X		
3	Winter Walk Challenge	X		
4	Discover & Go	X		
5	SchoolPool Youth Carpool	X		
6	Summer Bike Challenge	X		
7	Summer Youth Pass	X		
8	Pass2Class Free Student Transit	X		
9	E-bike Rebates		X	
10	Bike to Work Day	X		
11	Take 10 Free Transit Rides	X		
12	Street Smarts Diablo Youth bike-ped safety	X		X
13	Personalized Commute Planning	X		
14	Bike Locker and Rack Program		X	
15	Employer Outreach Program & Green Business	X	X	
16	Community Outreach Programs	X	X	
17	Electric Vehicle Charging Infrastructure	X	X	
18	Agency-specific Transit Programs	X		
19	Corridor-specific Rideshare Programs	X		

County Level Funding Sources

- \$1.5 M TFCA County Program Manager Funds
(TRANSPAC program receives about 30%)

- \$1 M Measure J Program 17 – Commute Alternatives
(TRANSPAC portion about 30%)

- \$4.5 M Measure J Program 21A – Safe Transportation For Children
(TRANSPAC portion about 10%)



TDM 2.0

TFCA Program Proposal, FYE25

TRANSPAC TAC
March 28, 2024

Overview



NEW

Countywide Transit Incentive Program:

\$511 Transit Challenge

CONTINUE

Student Bus Passes:
Pass2Class

Seasonal Promotional Campaigns for all modes

Traffic Safety Education:
Street Smarts Diablo
(MJ21 funded in TRANSPAC)

E-Bike Rebate Program
(MJ17 funded)

CONTINUE

(with **NEW** cost sharing between all regions)

Countywide Marketing / 511 Contra Costa Brand:

Website

Monthly Newsletter

Social media

Customer Service

DISCONTINUE

Summer Youth Pass

Discover & Go
Clipper cards

Redundant Commuter Incentives

Proposed NEW Countywide Incentive Program



NEW

\$511 CONTRA COSTA

Spare the Air Transit Challenge

A \$511 winner EVERY week!

+ Supportive
seasonal promotions
& campaigns

Replaces:

“Drive Less”
\$25 Commuter Incentive

“BOGO” Bus Passes

“Try Transit”*
\$25 Clipper card Commuter Incentive

“Secure Your Cycle”*
\$20 BikeLink Commuter Incentive

Take 10 Free Rides*
Bus Commuter Incentives

*TBD by WCCTAC

Proposed NEW Countywide Incentive Program



NEW

\$511 **CONTRA
COSTA**

Spare the Air Transit Challenge

A \$511 winner EVERY week!

+ Bonus
Incentives on
official Spare
the Air Days

How it works:

Every week, upload a screenshot of your mobile Clipper that shows dated transit rides starting or ending in Contra Costa.

Every transit ride earns an entry into the weekly drawing. *The more rides, the better your chances to win!*

“Bonus” rewards on official Spare the Air Days (TBD!)

CONTINUED

+ Seasonal Promotions & Campaigns

Examples:

Bike to Work/Wherever Days/ National Bike Month

Summer Bike & Winter Walk Challenges

Earth Day events

Transit Month

Back to School Carpool

Back to School Safety

\$511 CONTRA COSTA
Spare the Air Transit Challenge
A \$511 winner EVERY week

+ Supportive seasonal promotions & campaigns



BAY AREA
BIKE TO WHEREVER DAYS 2024
30 YEARS
Thursday **MAY 16**
May is National Bike Month
BIKE TO WORK

SUMMER BIKE CHALLENGE 2024
Explore your town from the seat of a bike!
FREE
FUN! + Prizes
511 CONTRA COSTA transportation authority
Noncompetitive | All Ages | Bike at your own pace June-August
Join the fun! Download Your Free Gameboard at 511cc.org/sbc

SchoolPool
Youth Carpool
Carpool to School for a chance to win a
\$250 Target Shopping Spree
10 Winners!

winter walk challenge
511 CONTRA COSTA
511cc.org/walk
Funded by CONTRA COSTA transportation authority

Pass2Class
Free bus rides to school for up to two months!
Apply Now!

No changes for participants

Street Smarts
DIABLO REGION



No additional funds requested



E bike
Rebate Program

Continued, MJ17 funded



CONTINUED (with new cost sharing between all regions)

Countywide Marketing / 511 Contra Costa Brand:

Website

Monthly Newsletter

Social media

Customer Service



511ContraCosta.org

DISCONTINUE

Summer Youth Pass

Discover & Go
Clipper cards

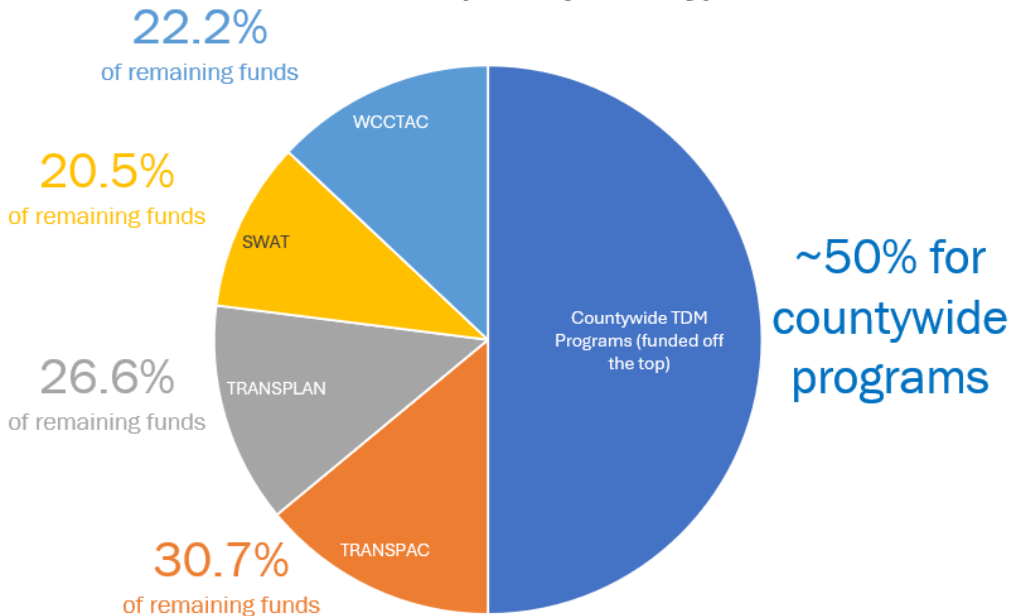
Redundant Incentives
(Drive Less, BOGO bus passes, Try Transit*, Take 10* bus passes, Secure Your Cycle*)

*TBD by WCCTAC

CCTA Fund Allocation Principles

Funding

TFCA 2025 (Example Only)



Subregion	% of Program
Central County	30.70%
East County	26.60%
Southwest	20.50%
West County	22.20%

Geographic Equity: Subregions should receive proportional TFCA benefit based on the jobs-housing formula (Formula)

Countywide Benefit: Projects that benefit all geographic areas will be *funded from the total of TFCA county funds*.

Subregional Projects that benefit one or more subregions, but not the entire population in the County: after subtracting the cost of the countywide projects, the *remaining funds will be allocated to subregional projects* using the Formula.

Role of the Regional Transportation Planning Committees (RTPC): Prioritize Subregional projects and *submit recommendations to CCTA*. Projects with the highest Cost Effectiveness (CE) ratio should be given priority consideration.

Role of Authority Board: *Approves projects* and CE findings.

Questions



TDM 2.0

TFCA Program Proposal, FYE25

TRANSPAC TAC
March 28, 2024

Planning Committee **STAFF REPORT**

Meeting Date: April 4, 2024

Subject	Approval of the Transportation Fund for Clean Air (TFCA) 40% Fund Policy
Summary of Issues	<p>State legislation, enacted in 1991 and amended in 1995, provided for a vehicle registration fee increase in the San Francisco Bay Area to fund programs and projects demonstrated to reduce motor vehicle emissions. Forty percent of the fees collected are returned to the county in which they were collected, which is called the TFCA 40% Fund. As the designated Congestion Transportation Agency for Contra Costa County, the Authority has been designated as the Administering Agency (formerly called Program Manager) and is responsible for allocating the TFCA 40% Fund to public agencies within Contra Costa County.</p> <p>As the Administering Agency, the Authority may adopt a policy to guide the allocation of TFCA 40% funds.</p> <p>Staff has engaged stakeholders in developing the TFCA Policy that will lay out how TFCA funds are distributed in Contra Costa County to meet the Bay Area Air Quality Management District’s (Air District) Guidance and local needs.</p>
Recommendations	Staff seeks approval of Resolution 24-16-G, which will approve the TFCA 40% Fund Policy.
Staff Contact	Ying Smith
Financial Implications	None
Options	The Authority Board may direct staff to revise the TFCA Policy.

Attachments	A. Resolution 24-16-G
Changes from Committee	N/A

Background

Current Travel Demand Management (TDM) Program

Since the 1980’s, Contra Costa County has been a leader in the development and implementation of TDM programs. In the early 1980’s, the cities of Concord, San Ramon and Walnut Creek adopted local Trip Reduction Ordinances to reduce congestion brought on by major relocation of companies from San Francisco to the East Bay. Today the programs are known as “511 Contra Costa” (511CC). The programs are implemented countywide and are primarily intended to reduce Vehicle Miles Traveled (VMT) and greenhouse gas (GHG) emissions as part of the Contra Costa Growth Management Program (GMP), the Congestion Management Program and other legislative mandates (Assembly Bill 32 and Senate Bill 375).

As part of the GMP, all 19 cities/towns and Contra Costa County are required to have a TDM ordinance or resolution, which includes a commitment to promote alternatives to the single occupant vehicle to reduce VMT. The Regional Transportation Planning Committees (RTPC) have assumed the responsibility to provide TDM programs on behalf of the local jurisdictions.

The Authority retains program oversight for the Central and East County region programs, on behalf of Central County Transportation Partnership and Cooperation Committee and the East County Transportation Planning Committee through contracting program delivery to its current project management consultant, Advanced Mobility Group. The Southwest Area Transportation Committee (SWAT) and West Contra Costa Transportation Advisory Committee (WCCTAC) perform program delivery and oversight in the Southwest and West County subregions, respectively.

The Authority, SWAT, and WCCTAC are responsible for implementing the 511CC TDM programs and coordinating efforts to share the workload of countywide programs. Each subregion also undertakes programming that is unique to the challenges their constituents face.

Program Funding

Funding for the TDM program comes from two main sources – TFCA and Measure J Program 17 (Commute Alternative) funds. The program funds are allocated annually and are based on revenue generated by the State’s vehicle registration fees and by the local half-cent sales tax, respectively.

Each funding program has its own policy, purpose, and project eligibility requirements.

Measure J Program 17 is more flexible. Projects need to be consistent with the program description and purpose. Although not required, funded projects have met the Air District’s cost effectiveness criteria.

The Authority is the oversight agency funding the Contra Costa County TDM program. The Authority annually approves TDM funds and funding allocations, using a formula that considers population and jobs with equal weight in each of the four county subregions (Central, East, Southwest, and West).

TFCA 40% Fund

In 1991, the California State Legislature authorized the Air District to impose a \$4 surcharge on motor vehicles registered within the Bay Area to fund clean air projects. The Air District allocates this revenue through its TFCA program to fund eligible projects and programs. The statutory authority and requirements of the TFCA program are set forth in California Health and Safety Code Sections 44241 and 44242.

Forty percent (40%) of these TFCA funds are pass-through funds to the designated county program manager in each of the nine counties within the Air District’s jurisdiction based on the county’s proportionate share of fee-paid vehicle registration. The TFCA program has the goal of reducing GHG and criteria air pollutant reductions from mobile sources.

The Authority has been designated as the Administering Agency for the TFCA 40% Fund in Contra Costa County and is responsible for administering Contra Costa County’s program including annually adopting a program of projects that meet the legislative requirements of the program.

TFCA 40% Fund Policy

Staff proposes that the Authority, starting in Fiscal Year 2024-25, adopt a TFCA Policy that meets the annual Air District Guidance, prioritize verifiable VMT reduction, and ensure that each of the four Contra Costa County sub-regions receive proportional TFCA benefits based on the formula. The Air District annually adopts policies for the TFCA 40% Fund. The TFCA 40% Fund Expenditure Plan Guidance (Guidance) for Fiscal Year Ending 2025 was used to guide the development of the Authority's TFCA Policy.

Staff presented the first draft TFCA Policy to the Technical Advisory Committees (TAC) of the four RTPCs in January 2024. Staff conducted additional stakeholder engagement in February 2024 and received more supportive feedback on the revisions. The proposed TFCA Policy (Attachment A) was developed based on feedback from the RTPC TAC members and transit agency staff.

To ensure geographic equity, each of the four Contra Costa County subregions should receive proportional TFCA benefit based on the formula. Both countywide and subregional projects will be considered. The TFCA Policy allows all project types included in the Guidance to be eligible to receive funds. Many of the current TDM activities will likely continue to receive TFCA funds. Other project types will be eligible, including transit services and bicycle/pedestrian improvements. All projects will need to meet the cost-effectiveness thresholds.

The fund allocation principles of the TFCA Policy state that the role of the RTPCs will include prioritizing subregional projects and submitting recommendations to the Authority. The development and selection of the countywide and subregional projects will be a collaborative process between the Authority and the RTPCs, with the input of the project sponsors. All project sponsors may implement countywide projects. The Authority Board approves the projects and cost-effectiveness findings. The TFCA Policy is meant to reflect the Authority's goals established in fulfilling its roles and responsibilities of the TFCA 40% Fund Administrating Agency. It also takes into consideration the diverse transportation needs of the travelers in Contra Costa County and across the four subregions. The TFCA Policy is not meant to be prescriptive or restrictive.

In the future, the Authority may consider adjusting some of the levers in refining the TFCA

Policy, for example, eligible project types, eligible project sponsors, and the Fund Allocation Principles, based on the experience in the first several cycles of implementation.

Staff seeks approval of Resolution 24-16-G, which will approve the TFCA 40% Fund Policy.

**RESOLUTION 24-16-G****RE: TRANSPORTATION FUND FOR CLEAN AIR (TFCA) 40% FUND POLICY**

WHEREAS, Assembly Bill (AB) 434 (Chapter 807, Statutes of 1991), as amended by AB 414 (Chapter 950, Statutes of 1995) provides for the imposition of an additional vehicle registration fee to be used to reduce air pollution from motor vehicles and for related planning, monitoring, enforcement, and technical studies, as specified in the legislation; and

WHEREAS, the Bay Area Air Quality Management District (Air District) allocates this revenue through its TFCA program to fund eligible projects and programs; and

WHEREAS, the statutory authority and requirements of the TFCA program are set forth in California Health and Safety Code (HSC) Sections 44241 and 44242; and

WHEREAS, existing law requires that 40 percent of the fee revenues, referred to as TFCA 40% funds (formerly known as County Program Manager funds), shall be allocated on a formula basis for projects and programs in each county within the Bay Area; and

WHEREAS, the Contra Costa Transportation Authority (Authority) has been designated as the Administering Agency (formerly known as the Program Manager) for Contra Costa County; and

WHEREAS, the entities so designated shall administer funding in accordance with applicable legislation, including California Health and Safety Code Sections 44233, 44241, and 44242, and the Air District Board adopted TFCA 40% Fund Policies.

NOW, THEREFORE, BE IT RESOLVED, that the Authority Board hereby:

- 1) Authorizes the adoption of the TFCA 40% Fund Policy (Attachment A).
- 2) Confirms that the Authority will review the TFCA 40% Fund Policy periodically to ensure the projects and programs funded with the TFCA 40% funds are being used to implement Transportation Control Measures in the *Bay Area Clean Air Plan*, thereby furthering progress towards achieving the goals of the California Clean Air Act.

Resolution 24-16-G

April 17, 2024

Page 2 of 2

This resolution was entered into at a meeting of the Contra Costa Transportation Authority Board held April 17, 2024 in Walnut Creek, California by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Newell Arnerich, Chair

Attest:

Tarienne Grover, Clerk of the Board

Attachment: "A" – Contra Costa Transportation Authority TFCA 40% Fund Policy

A. Purpose

To guide the annual allocation of Transportation Fund for Clean Air (TFCA) 40% Fund by establishing fund allocation principles and program/project selection procedure.

B. Goal and Objectives:

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

C. Program Background

In 1991, the California State Legislature authorized the Bay Area Air Quality Management District (Air District) to impose a \$4 surcharge on motor vehicles registered within the Bay Area to fund projects clean air projects. The Air District allocates this revenue through its TFCA program to fund eligible programs and projects. The statutory authority and requirements of the TFCA program are set forth in California Health and Safety Code (HSC) Sections 44241 and 44242.

Forty percent (40%) of these TFCA funds are pass-through funds to the designated county program manager in each of the nine counties within the Air District's jurisdiction based on the county's proportionate share of fee-paid vehicle registration. The remaining sixty percent (60%) of these funds are awarded by the Air District to eligible programs and projects implemented directly by the Air District and to a grant program known as the Regional Fund.

The Contra Costa Transportation Authority (Authority) has been designated as the Administering Agency (previously called Program Manager) for the TFCA 40% Fund in Contra Costa County and is responsible for administering the County program including annually adopting a program of projects that meet the legislative requirements of the program.

The Air District annually adopts policies for the TFCA 40% Fund. The *Transportation Fund for Clean Air 40% Fund Expenditure Plan Guidance (Guidance) for Fiscal Year Ending 2025* was used to guide the development of the Authority TFCA Policy.

D. Eligible Fund Recipients

Cities, County, public transit agencies, Regional Transportation Planning Committees (RTPCs), and the Authority. Other public agencies and non-public entities are encouraged to work directly with eligible project sponsors to submit projects.

E. Eligible Project Types and Screening

Based on the eligible project categories included in the Air District Guidance and in consideration of the local needs, all the following Project Types are eligible for funding:

- Bicycle and Pedestrian Projects: infrastructure projects, bike parking, bike share. (Policy #s 30, 31 & 33)
- Ridesharing Services: carpool, vanpool, or other rideshare services, financial subsidy/incentive for transit or rideshare, and Guaranteed Ride Home. (Policy #27)
- First- and Last-Mile Connections: transit services providing short-distance connections between mass transit and commercial hubs or employment centers. (Policy #29)
- Vehicle- and Fuel-based Projects: alternative fuel vehicles (including trucks and buses), alternative fuel infrastructure. (Policy #s 22 & 24)
- Telecommuting: Implementation of demonstration projects in telecommuting. (Policy #34)

Other Eligible Projects: Other projects eligible under the Guidance can be considered. These projects will be subjected to Case-by-Case Approval (Policy #3) by the Authority and the Air District.

Eligibility Screening: For projects to be considered for funding, they must meet the eligibility requirements established by the Air District's current TFCA 40% Fund. Consistent with the policies, a key factor in determining eligibility is a project's Cost Effectiveness (CE) ratio and reduction of VMT.

Project sponsors are encouraged to consult with Authority staff on eligibility, CE calculations, and project readiness/ delivery scheduling. Upon request, Authority staff will provide technical assistance to project sponsors in formulating the project definition and CE calculation.

F. Fund Allocation Principles

- a. Each of the four Contra Costa County subregions should receive proportional TFCA benefit based on the jobs-housing formula (Formula). The Formula is based on the numbers of jobs and housing units, at equal weights, in each City and unincorporated areas.
- b. Countywide programs/projects: Programs/projects that are available to or benefit all County residents or commuters in all geographic areas. These programs/projects will be funded from the County total. Countywide programs/projects will be identified and developed in collaboration with RTPCs. A countywide program/project may be sponsored by the Authority and/or RTPCs and could be jointly implemented with the Authority and RTPCs. If jointly implemented, funding will be determined by both the Authority and RTPCs to implement the countywide program.
- c. Subregional programs/projects: Programs/projects that benefit one or more subregions, but not the entire population in the County. After subtracting the cost of the countywide programs/projects, the remaining funds will be allocated to subregional programs/projects using the Formula. RTPCs will recommend

subregional programs/projects to the Authority. Eligible recipients will coordinate proposed programs/projects with RTPCs. A subregional program/project may be sponsored by an RTPC and/or the Authority and could be implemented jointly with RTPC and the Authority. If jointly implemented, funding will be determined by both RTPC and the Authority to implement the subregional program.

- d. The benefit to each subregion is calculated as the sum of the TFCA funds to countywide programs/projects, distributed per the Formula, and the TFCA funds allocated to the subregional programs/projects. See the appendices for a sample calculation of the countywide programs/projects and allocation to the subregional programs/projects.
- e. The RTPCs will prioritize subregional programs/projects and submit recommendations to the Authority. Programs/projects with the highest CE ratio and reduction of VMT should be given priority consideration.
- f. The role of the Authority Board is to approve programs, projects, CE findings, and funding.

G. Timely Use of Funds and Project Readiness

The Authority is required to fully allocate the TFCA 40% funds annually, or risks the funds being returned to the Air District. The intent of TFCA is to fund projects that achieve surplus emission reductions within two years. Timely use of funds is an important consideration.

- Project Readiness – Priority will be given to programs/projects that are ready to proceed and have a realistic implementation schedule, budget, and funding package. Infrastructure projects can be considered for TFCA funding when the 65% design and environmental clearance are completed. Programs/projects that cannot realistically commence within one calendar year and be completed within a two-year period will have lower priority. Project sponsors may be advised to resubmit these programs/projects for a future TFCA programming cycle.
- The following is a list of activities that should be completed prior to allocating TFCA funds to ensure the successful completion of programs/projects:
 - Planning (e.g., design)
 - Jurisdictional approval (e.g., permits)
 - Legislative approvals (e.g., CPUC)
 - Environmental review/approvals (e.g., EIR, negative declaration)
- The Authority may approve no more than two one-year extensions to the TFCA expenditure period if significant progress has been made on the project. For FYE 2025, the Authority has the discretion to grant project extensions up to December 31, 2028. Any additional project extensions must be requested to the Air District.
- Recurring programs/services (e.g. TDM and transit services): a new program’s start date can’t occur before the previous program’s end date. If there is unspent fund from the

previous program, the project sponsor must close the project. The Authority may reallocate the unspent funds to a future cycle fund to the County total.

H. Project and Program Reporting:

- Project sponsors are required to report performance to comply with the Air District's requirement. Measurable and reportable VMT reduction (data-driven approach) is preferred over self-reporting data.
- Benefits to Priority Communities – Project sponsors are required to report investment on the Highly Impacted Communities or Episodic Areas as defined by the Air District's Community Air Risk Evaluation (CARE) Program. Additionally, positive impact to Equity Priority Communities (EPC), whether the project is directly located in an Equity Priority Community (see Air District map) or can demonstrate benefits to Priority Populations defined by SB 535 disadvantaged communities and AB 1550 low-income communities should be documented.
- A detailed budget is required. At a minimum, the budget should show categories for labor, expenses, and incentives (if applicable). If a project includes multiple sub-categories, expenses should be further assigned to each project sub-categories and by fund source.
- The reporting requirements are included in the funding agreement template.
- The Authority is responsible for reporting the metrics at the countywide level.
- All TFCA projects are required to be audited after completion. Generally, TFCA projects are audited every other year.

Appendices (subject to periodic updates by administrative actions)

1. Annual Program Schedule and Actions

Dates	Air District Mandate	Action
January/February		<ul style="list-style-type: none"> Project Eligibility Screening Begins Air District releases fund estimates
February Authority Board Meeting	X	<ul style="list-style-type: none"> Authority Board adopts Expenditure Plan (County fund total amount)
February to April		<ul style="list-style-type: none"> Authority Board considers Policy updates, if necessary Authority assists project sponsors in project documents
May or June Authority Board Meeting	X	<ul style="list-style-type: none"> Authority Board approves Air District/Authority agreement
Mid-May		<ul style="list-style-type: none"> Project sponsors submit draft countywide and sub-regional Project Information Forms with Cost Effectiveness calculations, budget, and TFCA funds requested.
By end of May		<ul style="list-style-type: none"> Authority and RTPC recommends countywide and sub-regional projects
Early June		<ul style="list-style-type: none"> Project sponsors submit the final CE calculation and Project Information Form, per the Guidance.
June		<ul style="list-style-type: none"> RTPC selection and approval of subregional projects.
July Board Authority Meeting		<ul style="list-style-type: none"> Authority staff presents the final projects to the Authority Board for approval.
August		<ul style="list-style-type: none"> Sponsors execute agreements with Authority and project implementation may begin
Sept. – Oct.	X	<ul style="list-style-type: none"> Authority submits all project documents to Air District

2. *Transportation Fund for Clean Air 40% Fund [Expenditure Plan Guidance](#) For Fiscal Year Ending 2025, Bay Area Air Quality Management District*

3. Project Information Form

4. Cost Effectiveness Worksheet

5. Funding Agreement Template

6. Job-Housing Formula Allocation to Subregions

Job -Housing Formula Allocation to Subregions	
Subregion/Implementer	% of Program
Central County/CCTA	30.70%
East County/CCTA	26.60%
Southwest/SWAT	20.50%
West County/WCCTAC	22.20%

Note: The Formula is updated reguarly as demographic data is updated.

7. Sample Allocation Calculation

TFCA Fund Allocation Calculation - Sample Only		
<i>Note: Project names and costs are for illustration purpose only.</i>		
TFCA County Total	\$ 1,747,938	
Countywide Programs/Projects - Serving All Residents		
Project	Sponsor	Cost
Pass2Class	CCTA	\$320,000
Guaranteed Ride Home	WCCTAC	\$60,000
Spare the Air Transit Incentives	CCTA	\$135,000
Vanpool	SWAT	TBD
Countywide Project Total		\$515,000
Subregional Programs/Projects - Sponsors TBD	\$ 1,232,938	
Subregion	% of Program	Benefit
Central County	30.70%	\$378,512
East County	26.60%	\$327,961
Southwest	20.50%	\$252,752
West County	22.20%	\$273,712

Benefit Distributed to Subregions				
Subregion	% of Program	Total	Countywide	Subregional
Central County	30.70%	\$536,617	\$158,105	\$378,512
East County	26.60%	\$464,951	\$136,990	\$327,961
Southwest	20.50%	\$358,327	\$105,575	\$252,752
West County	22.20%	\$388,042	\$114,330	\$273,712
TFCA County Total		\$ 1,747,938		



CONTRA COSTA
transportation
authority

TDM 2.0 & TFCA Policy

PLANNING COMMITTEE
April 4, 2024



Current Transportation Demand Management (TDM) Program



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.

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 with both TFCA and Measure J funds
- CCTA is the oversight agency funding the TDM program
- Three subregional 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 subregional incentive programs and behavior change campaigns for residents and the workforce



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)	~\$1.7M (FY24-25)

- 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 511 Contra Costa 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

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 TFCA 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 subregional 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.

TDM 2.0 Vision



TDM 2.0 Goals & Objectives

- Countywide implementation of programs and projects that reduce Vehicle Miles Travelled (VMT) and Green House Gas Emissions (GHG)
- Program aligns with the Authority's strategic position and incorporates ongoing performance measures for 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



Engagement with RTPCs to Solicit Feedback on TDM 2.0

A multi-step plan for rolling out TDM 2.0 and a TFCA policy was first introduced in October of 2023 to the BTCC, to the RTPCs and 511 Contra Costa implementers.

Over the last six months, CCTA has sought input from the Board Authority and the RTPC TACs and Boards. The updated draft TFCA Policy reflects feedback:

- Ensure geographic equity in TFCA fund distribution
- RTPC's must have a role in advancing projects for their subregion
- Maintain resources and support for cities to meet TDM ordinances
- Retain successful 511 Contra Costa brand and valuable programs
- Concern that timeline of TDM 2.0 changes are too quick

Steps to TDM 2.0

The timeline and steps to CCTA's vision for TDM 2.0 are:

Step 1 for FY 24/25 funding:

- Existing TDM program improvements
- Adopt TFCA Policy

Step 2 in FY 25/26

- Develop a TDM Strategic Plan that evaluates existing programs and services, the service delivery model, and industry best practices

Step 3 in FY 26/27

- Implement TDM 2.0 based on insights and guidance from the TDM Strategic Plan and the successes and lessons learned from Step 1

TFCA 40% Fund Policy



Background on TFCA 40% Fund

\$4 surcharge on motor vehicles registered within the Bay Area

- Regional Fund: 60% of revenue to be managed by the Air District
- 40% Fund: passed to the designated administering agency in each of the nine counties in the Bay Area
- The law was first passed in 1991
- The Authority began to administrate this program in 1992
- TFCA funds are not explicitly designated as TDM funds

Air District annually updates the Expenditure Plan Guidance and adopts Policies



CCTA's Responsibilities as the Administering Agency

1. Administer funding in accordance with applicable legislation and with the Air District Board-Adopted TFCA 40% Fund Policies.
2. Hold one or more public meetings each year:
 - a. to adopt criteria for the expenditure of the funds if those criteria have been modified in any way from the previous year; and
 - b. to review the expenditure of revenues received.
3. Prepare and submit Expenditure Plan Applications, Project Information Forms, Cost-Effectiveness Worksheets, Funding Status Reports, Interim Project Reports, and Final Reports to the Air District.
4. Provide funds to only projects that comply with the Air District Board-Approved Policies and/or that have received Air District Board of Director's approval for award.

CCTA's Responsibilities as the Administering Agency (continued)

5. Encumber and expend funds within two years of the receipt of funds, with a few exceptions.
6. Limit administrative costs in handling of TFCA funds to no more than 6.25 percent of the actual funds received, or funds allocated in the funding agreement, whichever method the administering agency has historically administered.
7. Allocate all new TFCA funds within six months of the date of the Air District Board of Director's approval of the Expenditure Plan.
8. Provide information to the Air District and to auditors on the expenditures of TFCA funds.

Current TFCA Fund Allocation Practice

- 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
- The TFCA funds have been combined with Measure J Program 17 (Commute Alternatives) funds for Transportation Demand Management (TDM) activities
- Funds pay for TDM programs along with staff and overhead to operate them

Proposed Fund Allocation Principles

- **Geographic Equity:** Subregions should receive proportional TFCA benefit based on the jobs-housing formula.
- **Countywide Projects:** Projects that benefit all geographic areas will be funded from the total of TFCA county funds. All eligible project sponsors may implement countywide projects.
- **Subregional Projects** that benefit one or more subregions, but not the entire population in the County: after subtracting the cost of the countywide projects, the remaining funds will be allocated to subregional projects using the Formula.
- **Role of the Regional Transportation Planning Committees (RTPC):** Prioritize Subregional projects and submit recommendations to CCTA. Projects with the highest Cost Effectiveness (CE) ratio should be given priority consideration.
- **Role of Authority Board:** Approves projects and CE findings.

Samples of Countywide and Subregional Projects

Countywide Projects – Existing & New

- CCTA: Spare the Air Days Transit Challenge
- WCCTAC: Guaranteed Ride Home program
- SWAT: Vanpool program
- TBD: Pass2Class Free Student Bus Passes

Subregional Project Ideas

- SWAT: TRAFFIX and Lamorinda School Bus Programs
- Tri Delta Transit: Expand Tri MyRide microtransit

Sample Funding Allocation: Countywide + Subregional Programs

TFCA Fund Distribution Proposed - Example Only				
TFCA County Total		\$	1,747,938	
Countywide Projects - Serving All Residents				
Project	Sponsor		Cost	
Pass2Class	TBD		\$320,000	
Guaranteed Ride Home	WCCTAC		\$60,000	
Spare the Air Transit Incentives	CCTA		\$135,000	
Vanpool	SWAT		\$50,000	
Countywide Project Total			\$565,000	
<i>Note: project names and costs are for illustration purpose only.</i>				
Subregional Projects Available Funds		\$	1,182,938	
Central County	30.70%		\$363,162	
East County	26.60%		\$314,661	
Southwest	20.50%		\$242,502	
West County	22.20%		\$262,612	
Benefits Distributed to Subregions			Total	Countywide Subregional
Central County	30.70%	\$536,617	\$173,455	\$363,162
East County	26.60%	\$464,951	\$150,290	\$314,661
Southwest	20.50%	\$358,327	\$115,825	\$242,502
West County	22.20%	\$388,042	\$125,430	\$262,612
TFCA County Total		\$	1,747,938	

Proposed Policy Allocation Practice

- **Call for Projects:** Beginning with FY24/25 funding, under the proposed TFCA Policy, CCTA will put out a Call for Projects for public entities to apply for TFCA funding.
- **Sponsors:** Sponsors can apply for funds showing how their project meets TFCA 40% Fund guidelines and Cost Effectiveness.
- **Collaboration:** The development and selection of Countywide and Subregional projects will be a collaborative process between the Authority and the RTPCs, with the input of project sponsors.
- **Sub-Regional Projects:** With remaining TFCA funds, the RTPCs will prioritize subregional projects and submit recommendations to CCTA. Projects with the highest Cost Effectiveness (CE) ratio should be given priority consideration.
- **Authority Board:** Approves projects, programs and CE findings.

Eligible TFCA Project Types and Fund Recipients

Transportation Control Measures in the *Bay Area Clean Air Plan*

1. **Bicycle and Pedestrian projects:** infrastructure projects, bike parking, bike share
2. **Ridesharing Services:** carpool, vanpool, or other rideshare services, financial subsidy/incentive for transit or rideshare, and Guaranteed Ride Home
3. **First- and Last-Mile Connections:** transit services providing short-distance connections between mass transit and commercial hubs or employment centers
4. **Vehicle- and Fuel-based Projects:** alternative fuel vehicles (including trucks and buses), alternative fuel infrastructure
5. **Telecommuting:** Implementation of demonstration projects in telecommuting.

Fund Recipients

- **Public agencies,** including cities, county, transit agencies, RTPCs and CCTA are eligible to apply for all project categories
- Other agencies may work directly with the eligible project sponsors to submit projects

TDM Improvements Under the Proposed TFCA Policy



Maintain 511 Contra Costa Brand

- Fund 511 Contra Costa brand through countywide programs, sharing the cost across the subregions
 - Website
 - Social Media
 - Monthly newsletter to 28,000+ subscribers
 - Customer Service



511ContraCosta.org

Maintain Existing TDM Programs with Other Fund Support

- Existing programs to continue with support from other funds:
 - 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
 - E-bike Rebate Program



Proposed NEW Countywide Incentive Program

\$511 CONTRA COSTA

Spare the Air Transit Challenge

A \$511 winner EVERY week!

+ Supportive
Seasonal and Active
Transportation Campaigns

Replaces Existing Mode Incentives:

“Drive Less”
\$25 Commuter Incentive

“BOGO” Bus Passes

“Try Transit”*
\$25 Clipper card Commuter Incentive

“Secure Your Cycle”*
\$20 BikeLink Commuter Incentive

Take 10 Free Rides*
Bus Commuter Incentives

*TBD by WCCTAC

Proposed NEW Countywide Incentive Program

How it works:

Every week, upload a screenshot of your mobile Clipper that shows dated transit rides starting or ending in Contra Costa.

Every transit ride earns an entry into the weekly drawing. ***The more rides, the better your chances to win!***

“Bonus” rewards on official Spare the Air Days (TBD!)

\$511 CONTRA
COSTA

Spare the Air Transit Challenge

A \$511 winner EVERY week!

+ Bonus
Incentives on
official Spare
the Air Days

Proposed NEW Countywide Incentive Program

+Supportive Seasonal & Active Transportation Campaigns:

Examples:

- Bike to Work/Wherever Days/ National Bike Month
- Bike & Walk Challenges
- Earth Day events
- Transit Month Promotions
- Back to School Carpool
- Back-to-School Safety



Next Steps

Mid-April

- CCTA Board Authority considers TFCA Policy
- If approved, Call for Projects released

May

- Project sponsors submit draft countywide and subregional projects
- RTPCs and CCTA review and recommend projects

June - July

- Project sponsors submit final project requests
- RTPC selection and approval of subregional projects

July - September

- Projects presented to CCTA Board for approval

QUESTIONS?



TRANSPAC Board Meeting STAFF REPORT

Meeting Date: April 11, 2024

Subject:	INNOVATE 680 – AUTOMATED DRIVING SYSTEM PROJECT STATUS UPDATE
Summary of Issues	Contra Costa Transit Authority's (CCTA) Autonomous Driving System (ADS) program goals aim to perform a safety assessment of Autonomous Vehicles (AV) and their ADS technology in a secure, controlled, and safe testing environment at GoMentum Station and then later on private and public roadways. The primary goals of the ADS program are to monitor the ADS technology's data gathering and testing capabilities through standardized and effective safety-performance metrics, share data to encourage public confidence and collaboration among all partners, and build a collaborative environment that forms relationships between private partners, universities, and local agencies. At this meeting, CCTA staff will provide an update on the ADS pilot program and projects including updates on the First-Mile/Last-Mile pilot program that will be implemented at Rossmoor and the County Hospital on demand service pilot that will be implemented in Martinez.
Recommendation	For information only.
Options	None.
Financial Implications	None.
Attachment(s)	None.

Background

Contra Costa Transit Authority's (CCTA) Autonomous Driving System (ADS) program goals aim to perform a safety assessment of Autonomous Vehicles (AV) and their ADS technology in a secure, controlled, and safe testing environment at GoMentum Station and then later on private and public roadways.

Monitoring the ADS technology's data gathering and testing capabilities through standardized and effective safety-performance metrics will determine the time to test the AVs safely on

private and public roadways. Data sharing is another key goal of the ADS program. Public acceptance requires confidence in the technology and its safety, and data sharing enables all partners to work collaboratively toward achieving the program's goals. The third primary goal of the ADS program is to establish a collaborative environment and form a relationship between private partners, universities, and local agencies.

In September 2019, CCTA was awarded \$7.5 million from the USDOT to support a pilot program for three demonstration projects:

1. Project 1—First-Mile/Last-Mile Shared Autonomous Vehicles (SAVs), Rossmoor, Walnut Creek: This project will increase transit accessibility for the senior community using SAVs. The data gathered will be used to develop safety performance measures for planning and implementing future SAV projects.
2. Project 2—County Hospital, Accessible Transportation, City of Martinez: This project will provide on-demand, wheelchair-accessible AV shuttle service to people as another option for getting to their medical appointments. The data gathered will be used to develop safety performance measures and to provide accessible transportation to public health facilities, improving quality of life and access to medical services.
3. Project 3 – Personal Mobility on Interstate 680 (I-680) Corridor: The project will prepare the I-680 Corridor for future Connected Autonomous Vehicles (CAVs), install new and upgraded vehicle-to-infrastructure and vehicle-to-vehicle technologies, such as dedicated short-range communications and 4G/5G communications to accommodate CAV technology and implementation of innovative operational strategies.

At this meeting, CCTA staff will provide an update on the ADS pilot program and projects.