



# SWAT

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

**SUMMARY MINUTES**  
**February 3, 2014 – 3:00 p.m.**  
**City of San Ramon**  
**2222 Camino Ramon**  
**San Ramon, California**

**Committee members present:** David Hudson (Chair), City of San Ramon; Candace Andersen (Vice-Chair), Contra Costa County; Amy Worth, City of Orinda; Michael Metcalf, Town of Moraga; Don Tatzin, City of Lafayette; Karen Stepper, Town of Danville.

**Staff members present:** John Cunningham, Contra Costa County; Darlene Amaral, City of San Ramon; Tai Williams, Town of Danville; Chuck Swanson, City of Orinda; Shawna Brekke-Read, Town of Moraga; Leah Greenblat, City of Lafayette; Robert Sarmiento, Contra Costa County; Andy Dillard, Town of Danville.

**Others present:** Grace Schmidt, Alamo.

1. **CONVENE MEETING/SELF INTRODUCTIONS:** Meeting called to order by Chair Hudson at 3:00 p.m.
2. **PUBLIC COMMENT:** None.
3. **BOARD MEMBER COMMENT:** SWAT Committee members requested that the SWAT Rules of Procedure be amended to add language to establish that, in the event that the Chair is unable to attend a SWAT meeting, that the Vice-Chair shall assume the duties of Chair. SWAT staff will draft revisions to the Rules of Procedure accordingly, and will present to SWAT for consideration at a future meeting.
4. **ADMINISTRATIVE ITEMS:** Andy Dillard recorded the minutes. Extra agenda packets were made available.
5. **CONSENT CALENDAR:**
  - 5.A **Approval of Minutes:** SWAT Minutes of November 4, 2013
  - 5.B **Appoint the SWAT Chair and Vice-Chair for 2014:** The Committee appointed the Contra Costa County representative, Supervisor Andersen, Chair, and the Lafayette representative, Don Tatzin, Vice-Chair of SWAT for 2014. As incoming SWAT Chair, Supervisor Andersen announced that SWAT meetings will be held at the District II Supervisor's Office, 3338 Mt. Diablo Boulevard, Lafayette for 2014.

- 5.C Appoint the South County SWAT Representative to the CCTA:** The Committee appointed the San Ramon representative, David Hudson, as South County SWAT representative to the CCTA, and the Danville representative, Karen Stepper, as the alternate South County SWAT representative to the CCTA, through January 31, 2015.

**ACTION:** Tatzin/Worth/unanimous

End of Consent Calendar

**6. REGULAR AGENDA ITEMS:**

**6.A Presentation of SWAT 511 Contra Costa TDM Annual Report for 2013:**

Darlene Amaral, San Ramon staff, presented the 511 Contra Costa TDM Annual Report for 2013 for the Southwest sub-region. Highlights were provided on the performance of programs including the High School Carpool to School Program, Vanpool Incentive Program, and Employer Programs for the Southwest sub-region.

There was a lengthy discussion on the performance of the High School Carpool to School Program. Amaral provided statistics on program participation within each of the Southwest sub-regions High Schools. Statistics were also provided on total number of carpool parking spaces vs. total parking spaces available at each of the High Schools. The Committee commented that, overall, the number of carpool spaces being provided at the sub-region's high schools, in addition to participation in the carpool program, is low. There was consensus from the Committee that there needs to be increased efforts to engage school district administrations to participate, promote and increase high school carpooling. There were also discussions and a recommendation to consider revisiting the High School Carpool to Program incentives as part of next year's SWAT TDM budget to try and increase participation.

Amaral provided additional highlights of the Student Transit Ticket Program, Vanpool Incentive Program, and Employer Program. Amy Worth inquired about the possibility of expanding bike rack/locker infrastructure and access near transit (particularly in vicinity of BART). Amaral commented that there are ongoing, separate efforts by BART for replacing and/or increasing bike parking at stations.

**ACTION:** None

**6.B Update on I-680 Auxiliary Lanes, Segment 2 Project:**

Andy Dillard, Danville staff, provided a brief update and reported that the project was progressing on schedule, with construction completion estimated for the end of March/early April. It was also reported that the landscaping phase of the project would commence later in 2014. Michael Metcalf inquired about any potential cost savings that may be incurred at the end of the project. Tai Williams, Danville staff, responded that the project is on budget, and that in the event that there were cost savings as part of the construction phase, savings would be applied toward the landscaping phase.

**ACTION:** None

## **6.C Contra Costa Mobility Management Plan – Informational Item:**

Staff reported that, at their meeting of January 15<sup>th</sup>, 2014, the Contra Costa Transportation Authority Board (Authority) received a presentation on the Central Contra Costa County Transit Authority's (CCCTA) Contra Costa Mobility Management Plan. The Plan, adopted by CCCTA in October 2013, identifies a need and provides a blueprint for Contra Costa to establish a Mobility Management function. CCCTA has requested that the Authority consider adopting the plan as an initial step for the development and implementation of a mobility management function. Per the direction of the Authority Board, the Plan is being routed back to the Regional Transportation Planning Committees for review and comment.

Amy Worth provided contextual background regarding the existing and increasing county-wide need for delivery and coordination of ADA and senior transportation services. Committee member Worth further commented that the Plan is a conceptual look at how to more efficiently coordinate services, and referenced the mobility management concept definition as described on page 4 of the Plan. John Cunningham, Contra Costa County staff, commented that, at its January 15<sup>th</sup> meeting, the CCTA Board members acknowledged the need to improve efficiency and coordination of paratransit services countywide.

The SWAT Committee requested that the Contra Costa Mobility Management Plan be discussed at the February SWAT TAC meeting, and brought back for presentation by CCCTA and further discussions at the March SWAT meeting.

**ACTION:** None

## **7. WRITTEN COMMUNICATIONS:** The following written communication items were made available:

- TRANSPLAN summary of actions from Committee meeting of 11/14/13 & 1/16/14
- TRANSPAC summary of actions from Committee meetings of 11/14/13 & 12/12/13
- Notice of Availability of DEIR for Ponderosa Homes Residential Development (Danville)
- Notice of Intent to Adopt a Mitigated Negative Declaration and NOPH for Faria Preserve Project (San Ramon)

**ACTION:** None

## **8. DISCUSSION:** Next/Future Agenda:

- Presentation and Discussion on Contra Costa County Mobility Management Plan
- Authorize Release of Draft Lamorinda and Tri-Valley Action Plan Updates
- Appoint SWAT Representatives to CCTA's Bicycle and Pedestrian Advisory Committee for 2014-15 term

**ACTION:** None

## **9. ADJOURNMENT:** The next meeting is scheduled for Monday, March 3<sup>rd</sup>, 2014, or other meeting date as determined, at Supervisor Andersen's Lamorinda Office, 3338 Mt. Diablo Boulevard, Lafayette.

**ACTION:** Meeting adjourned by acting Chair Hudson at 4:10 p.m.

**Staff Contact:**

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Agendas, minutes and other information regarding this committee can be found at: [www.cccounty.us/SWAT](http://www.cccounty.us/SWAT)