



SWAT

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

SOUTHWEST AREA TRANSPORTATION COMMITTEE

MEETING AGENDA

Monday, January 7, 2013

3:00 p.m.

Town of Moraga – Hacienda de las Flores, Mosaic Room
2100 Donald Drive, Moraga, CA

Any document provided to a majority of the members of the Southwest Area Transportation Committee (SWAT) regarding any item on this agenda will be made available for public inspection at the meeting and at the Danville Town Offices, 510 La Gonda Way, Danville, CA during normal business hours.

1. CONVENE MEETING/SELF INTRODUCTIONS

2. PUBLIC COMMENT:

Members of the public are invited to address the Committee regarding any item that is not listed on the agenda. *(Please complete a speaker card in advance of the meeting and hand it to a member of the staff)*

3. BOARD MEMBER COMMENT

4. ADMINISTRATIVE ITEMS

5. CONSENT CALENDAR:

- 5.A Approval of Minutes:** SWAT Minutes of October 1, 2012 *(Attachment - Action)*
- 5.B Appoint the SWAT Chair and Vice-Chair for 2013** *(Attachment - Action)*
- 5.C Appoint the Lamorinda SWAT Representative to the CCTA** *(Attachment - Action)*
- 5.D Appoint the South County SWAT Representative to the CCTA** *(Attachment - Action)*
- 5.E Approve Memorandum of Understanding (MOU) for SWAT Administrative Services for Contract Service Years 2013 and 2014** *(Attachment - Action)*

End of Consent Calendar

6. REGULAR AGENDA ITEMS:

- 6.A Status Updates on SB 375/Sustainable Community Strategies (SCS) and OneBayArea Grant (OBAG)** (*Attachments – No Action*)
- 6.B Status Update on 2014 Countywide Comprehensive Transportation Plan (CTP) Update** (*Attachments – No Action*)

7. WRITTEN COMMUNICATIONS: Consider Actions as Appropriate (*Attachments*)

- CCTA summary of actions from Board meetings of 10/18/12 and 11/14/12
- WCCTAC summary of actions from Committee meeting of 9/28/12
- TRANSPAN summary of actions from Committee meetings of 11/8/12 and 12/13/12
- TRANSPAC summary of actions from Committee meetings of 9/13/12 and 11/8/12
- City of San Ramon – Notice of Intent to Adopt a Negative Declaration, ACRE Townhome Development
- Town of Danville – Notice of Availability, Draft EIR for 2030 General Plan Update
- Town of Danville – Notice of Availability, Draft EIR for Magee-Summerhill Residential Development
- City of Lafayette – Notice of Public Hearing, General Plan Amendment
- City of Lafayette – Notice of Public Hearing, Final EIR for Terraces of Lafayette Project

8. DISCUSSION: Next Agenda

9. ADJOURNMENT to Monday, February 4, 2013, 3:00 p.m., City of San Ramon, location to be determined.

The SWAT Committee will provide reasonable accommodation for persons with disabilities planning to participate in SWAT monthly meetings. Please contact Andy Dillard at least 48 hours before the meeting at (925) 314-3384 or adillard@danville.ca.gov.

Staff Contact: Andy Dillard, Town of Danville

Phone: (925) 314-3384 / E-Mail: adillard@danville.ca.gov.

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

SOUTHWEST AREA TRANSPORTATION COMMITTEE
MEETING LOCATION MAP

TOWN OF MORAGA, HACIENDA DE LAS FLORES, MOSAIC ROOM
2100 DONALD DRIVE, MORAGA, CA 94556

DIRECTIONS:

CA-24 WEST (from Walnut Creek):

- Take the CENTRAL LAFAYETTE/MORAGA exit.
- Merge right onto DEER HILL ROAD, then merge right onto 1st STREET
- Turn right onto MT. DIABLO BLVD.
- Turn left onto MORAGA ROAD. Go approximately 3.3 miles.
- Continue on SANTA MARIA WAY, going past Orinda Way.
- Turn right onto DONALD DRIVE
- Proceed down DONALD DRIVE. The entrance to Hacienda de las Flores will be on your left. Turn left into driveway and proceed uphill to parking lot. Building will be on your immediate left.

-

CA-24 EAST (from Oakland):

- Take the ORINDA/MORAGA exit
- Turn right onto CAMINO PABLO. CAMINO PABLO turns into MORAGA WAY
- Continue on MORAGA WAY for 1.3 miles
- Turn left onto GLORIETTA BOULEVARD
- Turn right onto RHEEM BOULEVARD. Go approximately 2.2 miles.
- Turn right onto MORAGA ROAD
- Turn right onto DONALD DRIVE
- Proceed down DONALD DRIVE. The entrance to Hacienda de las Flores will be on your left. Turn left into driveway and proceed uphill to parking lot. Building will be on your immediate left.



ATTACHMENT 5.A



SWAT

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

SUMMARY MINUTES
October 1, 2012 – 3:00 p.m.
Town of Moraga
Hacienda de las Flores
2100 Donald Drive
Moraga, California

Committee Members Present: Howard Harpham (for Michael Metcalf, Chair), Town of Moraga; Amy Worth, City of Orinda; Carol Federighi (for Don Tatzin), City of Lafayette, Karen Stepper, Town of Danville; Candace Andersen, Contra Costa County. Absent: David Hudson (Vice Chair), City of San Ramon

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

Others present: Grace Schmidt, Alamo.

1. **CONVENE MEETING/SELF INTRODUCTIONS:** Meeting called to order by Committee Member Worth at 3:00 p.m.
2. **PUBLIC COMMENT:** None
3. **BOARD MEMBER COMMENT:** None
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 June 4, 2012
 - 5.B **Approve a Letter to CCTA Confirming SWAT Alternate Representation to the CCTA Board**
 - 5.C **Approve Contra Costa Transportation for Livable Communities (CC-TLC) Funds Programming Swap between San Ramon and Danville**
 - 5.D **Authorize the Development of a New SWAT Website**

ACTION: Stepper/Federighi/unanimous. Abstain – Andersen.

End of Consent Calendar

6. REGULAR AGENDA ITEMS:

6.A Status Updates on SB 375/Sustainable Community Strategies (SCS) and OneBayArea Grant (OBAG) PDA and Investment Growth Strategy:

Staff explained that as part of the OneBayAreaGrant, and after fulfilling the local streets preservation commitment under the Cycle I CMA Block Grant, there would be approximately \$3.5 million in STP funds remaining. The Authority has suggested that these funds be utilized to fund additional preservation projects or bike/ped improvements. The SWAT Committee expressed a desire to request to the Authority that the remaining STP funds be allocated and/or eligible for additional local streets and roads preservation. This request by SWAT would echo the request formally made by the City of Concord to the Authority, and as is stated in the CCTA Planning Committee staff report of September 5, 2012 regarding the launch of OBAG and the PDA Growth Investment Strategy.

ACTION: None

6.B Status Update on 2014 Countywide Comprehensive Transportation Plan (CTP) Update:

No discussion took place. This item will again be agendized at a future meeting.

ACTION: None

6.C Status Update on I-680 Auxiliary Lanes, Segment 2 Project

Andy Dillard provided an update on the upcoming first phase of the project, which consists of tree and vegetation removal within the project limits along the I-680 corridor between the Sycamore Valley Road and Crow Canyon Road. The contract for the tree and vegetation removal will be awarded by CCTA in December. It was explained that the ultimate project landscape design calls for a three-to-one replacement of trees to those that will be removed. CCTA has contracted with Circlepoint for public outreach. Circlepoint is developing informational packets that will be distributed to the public explaining the project phase. Amy Worth and Candace Andersen requested that detailed information regarding the ultimate project landscape design and responses to frequently recurring questions about the project be conveyed in any informational notifications that are distributed.

ACTION: None

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

- CCTA summary of actions from Board meetings of 6/20/12 and 9/19/12
- CCTA letter to MTC regarding Notice of Preparation of 2013 RTP DEIR
- WCCTAC summary of actions from Committee meeting of 6/22/12
- TRANSPLAN summary of actions from Committee meetings of 6/14/12 and 8/9/12
- TRANSPAC summary of actions from Committee meetings of 7/12/12 and 9/13/12
- City of San Ramon – Request for Comments for GPA Request for Acre Townhomes Project
- City of San Ramon – Notice of Public Hearing for North Camino Ramon Specific Plan

- City of Walnut Creek – Notice of Availability of DEIR for Walnut Creek BART Transit Village

ACTION: None

8. DISCUSSION: Next Agenda

The next SWAT meeting is tentatively scheduled for Monday, November 5th, 2012, at the Town of Moraga, Hacienda de las Flores building.

ACTION: None

9. ADJOURNMENT: The next meeting is scheduled for **Monday, November 5th, 2012** at Town of Moraga, Hacienda de las Flores, 2100 Donald Drive, Moraga, CA.

ACTION: Meeting adjourned by Committee Member Worth at 3:15 p.m

Staff Contact:

Andy Dillard
Town of Danville
(925) 314-3384 PH
(925) 838-0797 FX
adillard@danville.ca.gov

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

ATTACHMENT 5.B



SWAT

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

DATE: January 7, 2013
TO: SWAT Committee
FROM: SWAT Administrative Staff
SUBJECT: Rotation of SWAT Chair and Vice-Chair for 2013

BACKGROUND

As described in the SWAT Rules of Procedure, the SWAT Chair and Vice-Chair shall rotate on a 12-month term, from January through December. The sequence of rotation is Contra Costa County, Lafayette, Danville, Orinda, Moraga, San Ramon.

As such, the 2013 SWAT Chair is scheduled to rotate to the San Ramon SWAT Representative, and SWAT Vice-Chair is scheduled to rotate to the Contra Costa County SWAT Representative.

RECOMMENDATION

Appoint the San Ramon SWAT Representative as the 2013 SWAT Chair, and appoint the Contra Costa County SWAT Representative as the 2013 SWAT Vice-Chair.

Staff Contact:

Andy Dillard, Town of Danville
Phone: (925) 314-3384
Email: adillard@danville.ca.gov

ATTACHMENT 5.C



SWAT

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

DATE: January 7, 2013
TO: SWAT Committee
FROM: SWAT TAC
SUBJECT: Lamorinda SWAT Appointment to the Contra Costa Transportation Authority (CCTA)

BACKGROUND

The SWAT representation to the CCTA, from the Lamorinda area, is rotated among the jurisdictions of Lafayette, Orinda and Moraga. Currently, the Lafayette representative is serving a two-year term through January 31, 2013. Per the SWAT Rules of Procedure, the Lamorinda representative is scheduled to rotate to the Moraga representative for a two-year term beginning February 1, 2013 through January 31, 2015.

At its January 7, 2008 meeting, the Southwest Area Transportation (SWAT) Committee amended its Rules of Procedure to add Section 4(e), as follows:

“In order to achieve maximum participation at the CCTA from SWAT jurisdictions, whenever the Mayors’ Conference or Metropolitan Transportation Committsion (MTC) representative to CCTA is from a SWAT jurisdiction, then no other council member from that jurisdiction shall serve as a SWAT representative to CCTA.”

The Orinda representative currently serves on MTC as a Commissioner, therefore, the alternate Lamorinda representative to the CCTA is scheduled to rotate to the Lafayette SWAT representative for the February 1, 2013 through January 31, 2015 term.

RECOMMENDATION

Appoint the Moraga representative as the SWAT representative to the CCTA from the Lamorinda area, and the Lafayette representative as the alternate, for a two-year term beginning February 1, 2013 through January 31, 2015.

Staff Contact:

Andy Dillard, Town of Danville
Phone: (925) 314-3384
Email: adillard@danville.ca.gov



CONTRA COSTA
transportation
authority

COMMISSIONERS

November 16, 2012

Don Tatzin, Chair

Hon. Mike Metcalf, Chair

Janet Abelson,
Vice Chair

SWAT

Genoveva Calloway

Town of Moraga

David Durant

329 Rheem Blvd.

Moraga, CA 94556

Jim Frazier

Subject: Expiration of Authority Member Term and Appointment of Representative for the
February 1, 2013 through January 31, 2015 Period

Federal Glover

Dave Hudson

Dear Chair Metcalf:

Karen Mitchoff

CCTA Commissioner Tatzin's term on the Authority Board will be expiring on January 31, 2013.

Julie Pierce

SWAT should either reappoint or replace Commissioner Tatzin for the two-year period from

Karen Stepper

February 1, 2013 through January 31, 2015. The alternate(s) to Commissioner Tatzin must also
be reappointed or replaced.

Robert Taylor

Please notify the Authority in writing of your appointments. We would also appreciate if you
would provide us contact information for new appointees. If any changes occur during the
two-year terms, please advise us in writing. We anticipate seating new members at the
Authority's Planning Committee and Administration & Projects Committee meetings in
February (February 6th and February 7th, respectively), and then formally at the Authority Board
Meeting on February 20th, 2013.

Randell H. Iwasaki,
Executive Director

Thank you for your attention to this matter. Please feel free to contact me at (925) 256-4724,
or Danice Rosenbohm at (925) 256-4722 if you have any questions.

Sincerely,

Randell H. Iwasaki
Executive Director

2999 Oak Road

Suite 100

Walnut Creek

CA 94597

PHONE: 925.256.4700

FAX: 925.256.4701

www.ccta.net

cc: Andy Dillard, SWAT Staff

Commissioner's file

ATTACHMENT 5.D



SWAT

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

DATE: January 7, 2013
TO: SWAT Committee
FROM: SWAT TAC
SUBJECT: South County SWAT Appointment to the Contra Costa Transportation Authority (CCTA)

BACKGROUND

The SWAT representation to the CCTA, from the South County area, is rotated between the jurisdictions of San Ramon and Danville. Currently, the Danville representative is serving year one of a two-year term through January 31, 2013. Per the SWAT Rules of Procedure, the South County representative was scheduled to rotate to the San Ramon representative for a two-year term beginning February 1, 2012 through January 31, 2014.

At its January 7, 2008 meeting, the Southwest Area Transportation (SWAT) Committee amended its Rules of Procedure to add Section 4(e), as follows:

“In order to achieve maximum participation at the CCTA from SWAT jurisdictions, whenever the Mayors’ Conference or Metropolitan Transportation Committsion (MTC) representative to CCTA is from a SWAT jurisdiction, then no other council member from that jurisdiction shall serve as a SWAT representative to CCTA.”

As the San Ramon SWAT representative was serving a two-year term as the SWAT Mayor’s Conference representative to the CCTA through January 31, 2013, the Danville SWAT representative continued as the South County representative to the CCTA through January 31, 2013. With the San Ramon representative’s Mayor’s Conference Representative term expiring, it is recommened that the San Ramon representative assume the seat as South County SWAT representative for the remaining year of their scheduled two-year term, ending January 31, 2014.

RECOMMENDATION

Appoint the San Ramon representative as the South County SWAT representative to the CCTA through January 31, 2014, and the Danville representative as alternate, for the remainder of the two-year term, ending January 31, 2014.

Attachments – 2012 SWAT Staff Report on South County rotation

Staff Contact:

Andy Dillard, Town of Danville
Phone: (925) 314-3384
Email: adillard@danville.ca.gov



SWAT

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

DATE: January 9, 2012
TO: SWAT Committee
FROM: SWAT TAC
SUBJECT: South County SWAT Appointment to the Contra Costa Transportation Authority (CCTA)

BACKGROUND

The SWAT representation to the CCTA, from the South County area, is rotated between the jurisdictions of San Ramon and Danville. Currently, the Danville representative is serving a term through January 31, 2012. Per the SWAT Rules of Procedure, the South County representative is scheduled to rotate to the San Ramon representative for a two-year term beginning February 1, 2012 through January 31, 2014.

At its January 7, 2008 meeting, the Southwest Area Transportation (SWAT) Committee amended its Rules of Procedure to add Section 4(e), as follows:

“In order to achieve maximum participation at the CCTA from SWAT jurisdictions, whenever the Mayors’ Conference or Metropolitan Transportation Committsion (MTC) representative to CCTA is from a SWAT jurisdiction, then no other council member from that jurisdiction shall serve as a SWAT representative to CCTA.”

Currently, the San Ramon SWAT representative is serving a two-year term as the SWAT Mayor’s Conference representative to the CCTA through January 31, 2013. As such, and per Section 4(e) of the SWAT Rules of Procedure, it is recommended that the Danville SWAT representative continue as the South County Representative to the CCTA through January 31, 2013. The San Ramon representative would then assume the seat as the South County SWAT representative to the CCTA for the remainder of the two-year term, ending January 31, 2014.

LAMORINDA

Lamorinda representation to the CCTA is rotated between the jurisdictions of Lafayette, Orinda and Moraga. Currently, the Lafayette representative is serving a two-year term through January 31, 2013.

RECOMMENDATION

Appoint the Danville representative as the South County SWAT representative to the CCTA through January 31, 2013, with the San Ramon representative assuming the South County SWAT representation to the CCTA for the remainder of the two-year term, ending January 31, 2014.

Staff Contact:

Andy Dillard, Town of Danville

Phone: (925) 314-3384

Email: adillard@danville.ca.gov

ATTACHMENT 5.E



SWAT

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

DATE: January 7, 2013
TO: SWAT Committee
FROM: SWAT Administrative Staff
SUBJECT: SWAT Administrative Services Contract for 2013 and 2014

At its January 10, 2011 meeting, the Southwest Area Transportation (SWAT) Committee authorized a two-year extension of a Memorandum of Understanding (MOU) with the Town of Danville to provide "Basic Administrative Services (Tier 1)" for the 2011 and 2012 contract service years in the amount of \$33,125 per year. The following is a summary of the expenditures for the 2012 contract service year:

2012 Contract Service – Budget Amount:	\$33,125.00
▪ Budgeted Meetings: 20	
▪ Actual Meetings Held: 10	
2012 Contract Service Expenditures:	\$16,562.00
2011 Budget Balance Carryover	<\$0.00>
2012 Contract Services Due:	\$16,562.00
<i>(per jurisdiction)</i>	\$2,760.42

The 2011 and 2012 SWAT Administrative Services contract year for January 1, 2011 through December 31, 2012, has expired.

RECOMMENDATION

The SWAT TAC articulated a preference for the Town of Danville to continue providing SWAT administrative services. With Danville's concurrence, the SWAT TAC recommends that SWAT authorize a new MOU with Danville to:

1. Renew the administrative contract for two years, expiring on December 31, 2014; and
2. Authorize an annual contract amount of **\$32,500** per year for "Basic Administrative Services (Tier 1)".

ATTACHMENT “A”
Southwest Area Transportation Committee
Administrative Services Proposal
Annual Work Scope for Contract Years 2013 and 2014

Basic Administrative Services (Tier 1)

\$32,500.00

This is a not-to-exceed structure for basic administrative services, based on a historic average of 10 SWAT meetings and 10 SWAT TAC meetings per year. These services would be split among the six jurisdictions, on an equal pro-rata share basis, and invoiced at the beginning of the Contract Service Year.

1. Agenda Packet Preparation: Work with CCTA and SWAT TAC to coordinate agenda items, assemble agenda, copy and mail packets, post agenda and upload onto SWAT web site;
2. SWAT TAC Meetings: Attend and facilitate SWAT TAC Meetings;
3. SWAT Meetings: Attend and assist Chair in facilitation of SWAT Meetings;
4. SWAT Summary Minutes and Correspondences: Generate summary minutes of SWAT meeting, generate follow-up correspondences as necessary and appropriate in coordination with the Chair and the SWAT TAC;
5. General Administration: Correspond with CCTA, Chair and SWAT TAC as necessary and appropriate, serve as direct contact for SWAT, maintain all SWAT files and documentation, respond to inquiries and requests of SWAT, and refer public and agencies to appropriate individual or agency if inquiries extend beyond the realm of an administrative nature.
6. Website Administration: Maintain and administer the SWAT website. This includes administering and maintaining website account; general website maintenance including the posting of agendas, minutes, documents, Committee representation, and contact information; provide general website IT support.

Supplemental Services (Tier 2)

\$10,000.00

These supplemental services include the facilitation of any additional meetings or coordination, above and beyond the basic service level of 10 meetings per year. It is structured to be an pre-authorized appropriation by SWAT and would be drawn down as work load dictates. The costs associated with provision of these supplemental services will be invoiced to each agency within SWAT, on an equal pro-rata share basis, at the end of the Contract Service Year.

1. **2014 Countywide Transportation Plan:** Facilitate or attend any additional meetings and/or correspondence necessary for SWAT and SWAT TAC's review and development of the following documents:
 - Tri-Valley and Lamorinda Action Plans
 - 2014 Countywide Transportation Plan
2. **OneBayArea Grant/Sustainable Communities Strategy/SB 375:** Facilitate or attend meetings and/or correspondence necessary for SWAT and SWAT TAC's input and review of items related to OBAG, SCS and SB 375.
3. **I-680 Corridor System Management Plan:** Facilitate or attend meetings and/or correspondence necessary for SWAT and SWAT TAC's review of the I-680 CSMP Study.
4. **Measure J Strategic Expenditure Plan:** Facilitate any meetings and/or correspondences necessary for SWAT and SWAT TAC's input related to the Strategic Expenditure Plan.
5. Attend CCTA related meetings as directed by, and on behalf of, SWAT.
6. Supplemental services would be provided as work load dictates for the pre-authorized work tasks described above or as approved by SWAT.

MEMORANDUM OF UNDERSTANDING

THIS MEMORANDUM OF UNDERSTANDING (MOU) is entered into as of the _____ day of _____, by and between the Southwest Area Transportation Committee, therein called the "SWAT Committee", and Town of Danville herein called the "Town".

RECITALS

WHEREAS, SWAT Committee is a Regional Transportation Planning Committee (RTPC) of the Contra Costa Transportation Authority (CCTA); and

WHEREAS, SWAT Committee consists of the communities of the southwest Contra Costa County area including Danville, Lafayette, Moraga, Orinda, San Ramon, and the unincorporated areas of Contra Costa County in the southwest area; and

WHEREAS, SWAT Committee desires to contract with the Town for staff services related to administration of the SWAT Committee's work and activities; and

WHEREAS, SWAT Committee authorized the SWAT Chair and Vice-Chair to review and execute this contract at its _____, 2013 meeting.

AGREEMENTS

NOW, THEREFORE, THE PARTIES HERETO AGREE AS FOLLOWS:

1. **Scope of Services:** The Town shall provide administrative services, through a two-tiered approach, as set out in the Administrative Services Proposal - Scope of Work, attached thereto as Exhibit A and incorporated herein by reference.
2. **Time of Performance:** The services of the Town are for two consecutive years, and are to commence on January 1, 2013 following the execution of this Memorandum of Understanding (MOU) and to be completed by December 31, 2014 (defined as "Contract Service Years").
3. **Compensation and Method of Payment:**
 - A. **Compensation:** The compensation to be paid to the Town shall be at the rate and schedule of payment as set forth in Exhibit A, which is attached hereto and incorporated herein. Compensation will be provided in a two-tiered structure:
 - i. ***Basic Administrative Services*** (Tier 1): Not-to-exceed cost of Thirty-two Thousand Five Hundred Dollars (\$32,500.00) for Basic Administrative Services, which includes the cost of labor, materials, supplies and postage for 10 SWAT TAC and 10 SWAT meetings during the Contract Service Year; and

- ii. ***Supplemental Services*** (Tier 2): Appropriation of Ten Thousand Dollars (\$10,000.00), to be drawn down on an as-need basis, for any additional administrative services above and beyond the 10 SWAT TAC and 10 SWAT meetings outlined in Section 3A(i) above, and for tasks outlined in the Supplemental Services section of Exhibit A. These services shall be provided at \$125.00 per hour, inclusive of labor, materials, supplies and postage.

In no event shall Town's compensation exceed Thirty-three Thousand One Hundred Twenty-Five Dollars (\$32,500.00) for Basic Administrative Services or Ten Thousand Dollars (\$10,000.00) for Supplemental Services during the Contract Service Year (for both labor and direct costs), without additional authorization from the SWAT Committee. Payment by SWAT Committee under this MOU shall not be deemed a waiver of defects, even if such defects were known to the SWAT Committee at the time of payment. The SWAT Committee shall not compensate for mileage and travel time.

B. Method of Payment:

1. Basic Administrative Services: As a condition precedent to any payment to Town under this MOU, Town shall submit an invoice to the SWAT Committee's designated Fiscal Agent, or each of the SWAT agencies, at the beginning of the Contract Service Year, for basic administrative services. The cost of services shall be split among the six jurisdictions, on an equal pro-rata basis.
2. Supplemental Services: As a condition precedent to any payment to Town under this Agreement, Town shall submit an invoice to the SWAT Committee's designated Fiscal Agent, or each of the SWAT agencies, for any supplemental administrative services provided at the end of the Contract Service Year. This invoice shall detail the hourly rate of \$125.00 per hour (inclusive of labor, materials, supplies and postage), itemize the tasks associated with the expenditure of staff time, and shall include the remaining balance of the annual supplemental services appropriation. The cost of services shall be split among the six jurisdictions, on an equal pro-rata basis.
3. Timing of Payment: SWAT Committee's designated Fiscal Agent, or each SWAT jurisdiction, shall pay the Town for services rendered hereunder at the rates and schedules outlined in accordance Exhibit A. Payment shall be made to Contractor within 30 business days after receipt of the monthly statement.

4. **Termination of MOU:**

- A. This MOU shall be valid until the end of the Contract Service Year. However, all obligations hereunder may be terminated at any time, with or without cause, by the SWAT Committee upon 10 days' written notice to the other party.
- B. If Town fails to perform any of its material obligations under this MOU, in addition to all other remedies provided by law, SWAT Committee may terminate this MOU immediately upon written notice.
- C. In the event termination is without cause, Town shall be entitled to any compensation owing to its hereunder up to the time of such termination, it being understood that any payments are full compensation for services rendered prior to the time of payments; provided, however, that Town shall be entitled to compensation for work in progress at the time of termination.
- D. During the term of this MOU, the Town shall provide the SWAT Committee with 30 days written notice should the Town wish to terminate the MOU.

5. **MOU Renewal:** Sixty days prior to the end of the contract period, Town shall provide written notice to the SWAT Committee of the Town's desire to extend the term of this MOU.

6. **Amendment:** This MOU constitutes the complete and exclusive statement of the MOU to SWAT Committee and Town. It may be amended or extended from time to time by written agreement of the parties hereto.

7. **Time of the Essence:** Time is of the essence of this MOU.

8. **Written Notification:** Any notice, demand, request, consent, approval or communications that either party desires or is required to give to the other party shall be in writing and either served personally or sent by prepaid, first class mail. Any such notice, demand, etc., shall be addressed to the other party at the address set forth herein below. Either party may change its address by notifying the other party of the change of address. Notice shall be deemed communicated within 48 hours from the time of mailing if mailed as provided in this section.

If to SWAT Committee: SWAT Chair
c/o City of Lafayette, SWAT Fiscal Agent
3675 Mt. Diablo Boulevard, Suite 210
Lafayette, CA 94549

If to Town/City: Transportation Director
510 La Gonda Way
Danville, CA 94526

IN WITNESS WHEREOF, the SWAT Committee and Contractor have executed this MOU as of the date first above written.

SOUTHWEST AREA TRANSPORTION
COMMITTEE

CONTRACTOR

By: _____
SWAT Chair

By: _____
Town of Danville

By: _____
SWAT Vice Chair

APPROVED AS TO FORM

By: _____
Legal Council

ATTACHMENT 6.A

SB 375/SCS Implementation Update

MTC Identifies Project Alternatives for the Draft EIR for Plan Bay Area: Following MTC/ABAG's decision on May 23, 2012 to proceed with development of the 2013 Draft RTP EIR, in July, MTC selected five alternatives to be evaluated in the Draft EIR. The alternatives are: 1) the No Project; 2) the Jobs-Housing Connection (the proposed project); 3) Transit Priority Focus; 4) Enhanced Network of Communities; and 5) Environment, Equity, and Jobs Alternative. For details, go to

http://apps.mtc.ca.gov/meeting_packet_documents/agenda_1882/4_EIR_Alternatives.pdf

Regional Advisory Working Group (RAWG): The RAWG met on July 10, 2012, and received a presentation from *SPUR*, an urban planning public policy think tank that is working with ABAG to develop a strategy for addressing land use challenges in the context of disaster recovery from a major earthquake. The September RAWG meeting was cancelled. The next RAWG meeting will be scheduled for October or November.

OneBayArea Grant (OBAG) Program: The final OBAG proposal was formally adopted through MTC Resolution No. 4035. The final resolution is available at:

http://www.mtc.ca.gov/funding/onebayarea/RES-4035_approved.pdf

TCC Meets in August to Discuss the OneBayArea Grant (OBAG) Program: The Authority's Technical Coordinating Committee met on August 23 to discuss MTC's OBAG program. The TCC expressed concerns regarding the requirements of the program, especially the housing and complete streets requirements for local agencies. The TCC also discussed the types of projects that could be funded, the emphasis on PDAs, and how "proximate access" will be defined. The TCC was supportive of continuing the Authority's \$9.5 million commitment to local streets and roads.

Planning Directors Meetings: The next Planning Directors meeting is scheduled for September 14th to discuss the OBAG PDA Investment & Growth Strategy.

Contra Costa Transportation Authority *STAFF REPORT*

Meeting Date: November 14, 2012

SB 375/SCS Implementation Update

MTC Sets to Work on the Draft EIR for Plan Bay Area: Following MTC/ABAG's decision in July to select five alternatives to be evaluated in the Draft EIR, MTC staff has set to work on developing the Draft EIR. The alternatives that will be evaluated are: 1) No Project; 2) Jobs-Housing Connection (the proposed project); 3) Transit Priority Focus; 4) Enhanced Network of Communities; and 5) Environment, Equity, and Jobs Alternative. As of yet, no information is publicly available regarding the results of the analysis.

Regional Advisory Working Group (RAWG): The RAWG meeting for November was cancelled. MTC and ABAG staff have indicated that the RAWG will reconvene as soon as the initial results of the RTP DEIR alternative studies are available for review.

OneBayArea Grant (OBAG) Program: Authority staff is beginning to develop the SCS (Sustainable Communities Strategy) Investment and Growth Strategy. Authority staff continues to hold discussions with MTC/ABAG staff regarding implementation of this program. Most recently, an additional \$20 million became available to the CMAs for planning and Priority Development Area (PDA) development efforts.

Planning Directors Meetings: The Planning Directors of Contra Costa will meet on December 14 to further discuss the OBAG Investment & Growth Strategy.

Planning Committee **STAFF REPORT**

Meeting Date: September 5, 2012

Subject	Launching the OneBayArea Grant (OBAG) Program and PDA Investment and Growth Strategy
Summary of Issues	MTC has given Congestion Management Agencies (CMAs) the responsibility of allocating \$44.8 million in federal transportation funding through the OneBayArea Grant program, also known as OBAG. While it gives the CMAs considerable discretion in allocating this funding, the OBAG process outlined in MTC's Resolution 4035 also places a number of new requirements on both CMAs and local sponsors. Staff has developed a proposed approach and schedule for the OBAG process in Contra Costa.
Recommendations	Recommend approval of the proposed approach for the OBAG process and PDA Investment & Growth Strategy
Financial Implications	MTC estimates that about \$44,787,000 will be available to Contra Costa through the OBAG program through Fiscal Year 2015–16. In addition, MTC estimates that \$3,289,000 in CMAQ funds will be available through the Climate Initiatives program for Safe Routes to Schools programs.
Options	
Attachments	<ul style="list-style-type: none"> A. Implementing the OneBayArea Grant Program B. Estimated Budget Required for New CMA Planning Responsibilities C. Local Streets and Roads Commitment from CMA Block Grant Strategic Plan (Cycle 1 & 2) D. Status of California Housing and Community Development (HCD) Review of Housing Element Conformance E. Preliminary Draft Outline of PDA Investment and Growth Strategy

Changes from Committee

Background

Through Resolution 4035, MTC established an approach for allocating expected federal funds for a series of regional and county programs. The resolution a considerable portion of these federal funds to the region's Congestion Management Agencies (CMAs) through two programs: the OneBayArea Grant and a separate Safe Routes to School program. Altogether, Contra Costa will receive about \$48.1 million through the two programs as shown in the following table.

OneBayArea Grant Program

Contra Costa Allocations (\$million)

<i>Program</i>	<i>Amount</i>
OneBayArea Grant (OBAG)	\$44.8
Safe Routes to School (SR2S)	\$3.3
Total	\$48.1

Attachment A outlines a more detailed approach for allocating these funds that addresses the six issues on implementing the OBAG program in Contra Costa that the Authority previously:

1. How much funding should be set aside for CMA planning?
2. Should we keep the Cycle 1 commitments for local street maintenance?
3. How should we address the 70/30 PDA/non-PDA split?
4. How should the OBAG funding be allocated among the programs?
5. What is the process for preparing the PDA strategy?
6. How will we incorporate the required public outreach into the OBAG process?

Attachment A

Implementing the OneBayArea Grant Program

September 5, 2012

As in previous cycles of federal funding, MTC has given the Authority and other Congestion Management Agencies (CMAs) in the Bay Area the responsibility of allocating that funding for a variety of purposes. In May 2012, MTC adopted Resolution 4035 which lays out the process, schedule and requirements for allocating federal funds available through the STP, CMAQ and TE programs for Cycle 2. (Cycle 2 covers fiscal years 2012–13 through 2015–16.)

During this four-year period, MTC estimates that about \$795 million will be available to the region through these three programs. The majority of these funds will be allocated for various regional programs, including the Freeway Performance Initiative and the Transit Performance Initiative. A sizable portion, however, will be allocated through the CMAs: about \$320 million through the OneBayArea Grant (OBAG) program and another \$20 million through the Safe Routes to School (SR2S) program. The Contra Costa shares are shown in the following table:

OneBayArea Grant Program

Contra Costa Allocations by Program and Funding Source (\$million)

<i>Program</i>	<i>STP</i>	<i>CMAQ</i>	<i>TE</i>	<i>Amount</i>
OneBayArea Grant (OBAG)	\$17.0	\$25.4	\$2.4	\$44.8
Safe Routes to School (SR2S)	—	\$3.3	—	\$3.3
Total	\$17.0	\$28.7	\$2.4	\$48.1

Funding Sources and Eligible Projects

Surface Transportation Program (STP) funds can be used for a variety of roadway and transit capital projects, including roadway construction, street preservation, bicycle and pedestrian projects, carpool and transit projects, safety improvements, and transportation enhancement projects. *Congestion Management Air Quality* (CMAQ) funds can only be used on projects that will contribute to attaining or maintaining national air quality

standards; bicycle and pedestrian facilities, traffic flow improvements that demonstrably reduce emissions and TDM activities are all eligible for CMAQ funds. (The SR2S component will use CMAQ funds. These funds cannot fund enforcement or planning for SR2S but can fund education and outreach, TDM, bicycle and pedestrian facilities, and carpool and vanpool programs.) *Transportation Enhancement* (TE) funds can be used for bicycle and pedestrian projects and safety and education activities as well as landscaping and preservation of historic transportation structures.

The following table lists the sources of the funds used in the OBAG program and the programs that they can be used to fund. OBAG funds can be applied to the six following programs:

1. CMA Planning
2. Local streets and roads preservation (LSRP)
3. Transportation for livable communities (TLC)
4. Bicycle and pedestrian improvements (BPI)
5. Additional Safe Routes to School (SR2S)
6. Additional Priority Conservation Areas (PCA)

Fund Sources and Program Eligibility

	<i>Amount (\$M)</i>	<i>CMA Planning</i>	<i>LSRP</i>	<i>TLC</i>	<i>BPI</i>	<i>SR2S</i>	<i>PCA</i>
STP	\$17.0	Yes	Yes	Yes	Yes	Yes	Yes
CMAQ	\$25.4	No	No	Yes	Yes	Yes	No
TE	\$2.4	No	No	Yes	Yes	Yes	No

Proposed Approach to the OBAG Program

The following outlines a proposed approach and schedule for implementing the OBAG program in Contra Costa. This approach covers both the OBAG program and the separate SR2S program.

FUNDING FOR CMA PLANNING

The proposed approach would set aside \$4.25 million of the OBAG funds to carry out the Authority's responsibilities as a CMA. The Authority and other CMAs have, for

many years, received federal funds to carry out their CMA responsibilities. In Fiscal Year 2012–13, for example, the Authority will receive \$750,000 to carry out the seven tasks included in the Authority’s CMA planning agreement with MTC. In Resolution 4035, MTC assumed that the Authority would continue to use the \$750,000 per fiscal year that it currently receives for this purpose. Over the four years covered by the OBAG program, MTC estimated that this amount would total, with inflation, \$3,036,000. The proposed OBAG approach would add \$1,214,000 for CMA planning activities. See Attachment B for estimated additional budget needed to fund the new CMA responsibilities in that agreement. Only STP funds can be used to fund the CMA activities.

Some of the tasks covered in the CMA planning agreement — such as monitoring project delivery, maintaining a travel model, and developing long-range transportation priorities — are a continuation of our earlier CMA responsibilities. Others, however, are new or significantly expanded. Staff has identified the following as tasks that will add to the Authority’s work load:

- Developing and updating annually the PDA Strategy (Task 1)
- Ensuring local compliance with MTC’s complete streets policy (Task 2)
- Developing new corridor studies and transportation plans (Task 5)
- Expanding public outreach and communication with stakeholders (Task 7)
- Establishing performance measures for the transportation system and specific projects (Task 7)

According to Resolution 4035, “CMA planning costs would partially count towards PDA targets (70% or 50%) in line with its PDA funding target.” That is, for Contra Costa, 70 percent of the CMA planning costs would be counted towards the PDA share.

CYCLE 1 COMMITMENTS FOR LOCAL STREET PRESERVATION

The proposed approach will keep the \$9.5 million commitment to 14 jurisdictions for local street preservation that the Authority made in the Cycle 1 CMA Block Grant Strategic Plan. These commitments are shown in Attachment C.

After subtracting out the CMA planning share and these commitments, about \$31.1 million in OBAG funds would remain to allocate among the remaining four OBAG programs. As with the CMA planning activities, only STP funds can be used to fund the local street preservation projects. As noted above, Resolution 4035 allocates about \$17 million in STP funds to Contra Costa. After subtracting the \$4 million for CMA planning and the \$9.5 million commitment for local street preservation, about \$3.5 million in STP funds would be left. The remaining funds could be used to fund additional preservation projects or set aside for the TLC and Bicycle-Pedestrian Improvement programs.

Assuming that none of the projects funded with the \$9.5 million in local street preservation funds are in PDAs and \$1.2 million of CMA planning funds are counted as non-PDA, then only \$2.7 million of the remaining OBAG funds can be used to fund non-PDA projects. If some of the street preservation projects are in or serve PDAs, then additional OBAG funds could be used for projects that do not directly serve PDAs.

Some of the jurisdictions slated to receive local street preservation funds, however, do not currently have an HCD-certified housing element. (The status of HCD certification of local housing elements is shown in Attachment D.) If they do not receive that certification by January 31, 2013 — or get a time extension — they will be ineligible for this (or other) OBAG funding. Staff recommends that any of these committed funds that jurisdictions can't use be programmed through the other OBAG programs, possibly including the local street preservation program.

ALLOCATING THE REMAINING OBAG FUNDING

After allocating \$4.2 million for CMA planning and keeping the previous \$9.5 million commitment for local streets and roads preservation, \$31.1 million will remain to fund other projects. Of these remaining funds, about \$3.5 million will come from the STP program and can be used for the other OBAG programs including local street preservation and additional Safe Routes to School projects. The other \$27.8 million, which is made up of CMAQ and TE funds, can be used only for TLC, bicycle-pedestrian improvements, and Safe Routes to School projects.

Staff is proposing that the remaining \$31.3 million be set aside for the TLC and Bicycle and Pedestrian Improvements program. Under this proposal, the Authority would release a single call for projects for both programs and, using a single set of criteria, identify projects for funding. Projects would be assigned to one or the other program depend-

ing on which program the selected project best “fits”. Since the almost types of bicycle or pedestrian project could be funded through the TLC program, it is likely that we could fund all of the projects selected through that single program.

City of Concord staff, however, has asked that the Authority allow agencies to apply for additional funds for local street preservation projects. (Only the remaining \$3.5 million in STP funds could be used for this purpose.) While Authority staff recognizes the continuing need for additional street preservation funds, we do not recommend using the remaining OBAG funds for that purpose.

HOW SHOULD WE ADDRESS THE 70/30 PDA/NON-PDA SPLIT?

The OBAG program requires CMAs to allocate 70 percent of the OBAG funds to projects that are in or provide “proximate access” to PDAs. Staff proposes that the PDA and OBAG Strategy establish a general direction for defining “proximate access”. The intent of the “proximate access” concept is to fund projects that demonstrably support or enable the development of designated PDAs with the 70 percent of OBAG funds dedicated for that purpose.

All applicants for OBAG funding would be asked to note whether their project was either in a PDA or would provide “proximate access” to one. If so, the applicant would be required to outline how the project would serve that purpose and support or enable the development of designated PDAs.

PREPARING THE PDA STRATEGY AND ALLOCATING OBAG AND SR2S FUNDS

Resolution 4035 requires each CMA to prepare a PDA Investment and Growth Strategy intended to achieve three objectives:

7. **Establish a continuing engagement process** that involves both local and regional staff and the general community in the process of selecting projects, participating with local agencies in planning PDAs, and working with regional staff to develop a protocol for addressing air quality impacts in PDAs
8. **Monitor local plans affecting PDAs** to a) quantify capital improvement needs in PDAs and b) assess the progress of local jurisdictions in implementing their

housing element objectives and in establishing housing policies that encourage affordable housing production and/or community stabilization. Updates to the PDA Strategy must also, “where appropriate”, help local jurisdictions revise their policies to better facilitate achieving these housing goals.

9. **Establish project priorities** for selecting projects that best support and facilitate the development of PDAs within the county.

Staff proposes an eight-step process for developing the PDA Strategy:

1. **Survey on Transportation.** Survey agency sponsors, community-based organizations (CBOs) and the public on potential projects that would support development in and address transportation facility needs within PDAs as well as throughout Contra Costa. Hold public workshops, one in each of the four subregions, to solicit project ideas and concerns with transportation and mobility in Contra Costa. (This step would part of a more general survey of potential transportation projects for the Countywide Transportation Plan (CTP) and Congestion Management Program (CMP) as well as the PDA Strategy.)
2. **Survey on Housing Policy in PDAs.** Survey local jurisdictions to gather information on their housing policies and achieve of adopted housing goals. (This step would be done concurrently with the project survey in step 1.)
3. **Report on Findings.** Prepare a report summarizing the findings of the surveys. The survey would be presented to the Authority and serve as the basis of discussions in step 4.
4. **Prepare Draft PDA and OBAG Strategy.** Meet with a working group of local staff and CBOs to evaluate the survey results and develop a draft PDA Strategy. The strategy will:
 - a. List designated PDAs in Contra Costa, and describe current housing policies and transportation and other infrastructure needs within each
 - b. Identify proposed policies and actions to support the development of the designated PDAs. These policies could also support local efforts to designate other areas for higher-density, transit-supportive development.

- c. Establish the priorities for funding and the criteria for selecting projects for funding through the OBAG process, including both projects in or providing “proximate access” to PDAs and other projects that support and help implement the objectives of the OBAG process.
5. **Review and Adopt PDA and OBAG Strategy.** Present the PDA Strategy to the Authority for review and adoption.
6. **Release Call for Projects.** Release a call for projects for the OBAG funds, both those funded with PDA and non-PDA shares. The call would have two components.
 - a. In the first, the Authority would ask jurisdictions receiving LSRP funds for the detailed projects they propose to fund with the funds allocated to them in the Authority’s Cycle 1 commitment.
 - b. In the second, the Authority would ask agencies for detailed proposals for projects to be funded with the remaining OBAG funds, both those funded through the PDA and those funded through the non-PDA shares.
7. **Review Project Applications.** A review committee made up of members from the TCC and CBPAC would review project application submitted in response to the call for projects. As required by MTC, the CBPAC would also review each of the complete streets checklists submitted as part of the project applications. The review committee will recommend the program of projects to be funded through the OBAG program.
8. **Approve Program of Projects.** The TCC and Planning Committee will review the recommendation of the OBAG review committee and

By May 1, 2013, the Authority must submit its PDA Growth & Investment Strategy to MTC. A preliminary draft outline of the PDA and OBAG Strategy is contained in Attachment E.

PUBLIC OUTREACH

MTC Requirements

In Resolution 4035, MTC notes that it is “committed to a public involvement process that is proactive and provides comprehensive information, timely public notice, full public access to key decisions, and opportunities for continuing involvement.” Under the resolution, the Authority must reach out to stakeholders and the public throughout Contra Costa to solicit project ideas. This outreach must include local jurisdictions, transit agencies, MTC, Caltrans, federally recognized tribal governments, and other stakeholders and must provide underserved communities (as defined in Title VI of the Civil Rights Act of 1964) access to the project submittal process. Finally, the Authority must document the outreach effort undertaken for the local call for projects.

The public involvement requirements focus considerable attention on the call for projects process. In that process, the Authority and other CMAs must let stakeholders how and when they can be involved in the process of identifying projects for funding through the OBAG program. More specifically, CMAs must:

- Hold public meetings and/or workshops at times which are conducive to public participation
- Post notices of public meetings and hearing(s) on their agency website and include information on how to request language translation for individuals with limited English proficiency
- Hold public meetings in central locations that are accessible for people with disabilities and by public transit
- Offer language translations and accommodations for people with disabilities, if requested at least three days in advance of the meeting

The resolution also requires that the Authority’s definition and application of the term “proximate access” be subject to public review when it acts on OBAG programming decisions.

Proposed Approach to Public Outreach

The stages in the proposed approach outlined above can be summarized as:

1. Identify needed improvements to support PDAs and mobility in Contra Costa more generally
2. Develop and adopt the PDA Strategy and approach to OBAG and SR2S funding
3. Release a call for projects
4. Review applications received
5. Recommend how to program the OBAG and SR2S funds

Each of the stages will provide opportunities for local agencies, community-based organizations, and the public to review and comment on the development of the PDA and OBAG Strategy and the programmed of OBAG and SR2S funds. Wherever possible, staff proposes to link the OBAG outreach efforts to the initial outreach efforts for the 2014 Countywide Transportation Plan.

Overall

To ensure a common understanding of the process, the Authority will establish a web page or pages for the OBAG/PDA process. These pages will provide information on the steps in and schedule for the process and how members of the public, local agencies and other stakeholders can be involved in and contribute to it. (If warranted, the pages could be translated into Spanish and may be translated into other languages to help reach out to other groups in Contra Costa.)

General Public

As part of online outreach, the Authority would establish an online tool (e.g., MindMixer, Engaging Plans, Gravicus) to both “push” information about the process and “pull” comments and suggestions on transportation needs and projects and programs needed to address them. Through this tool, members of the public would be asked to respond to the different issues being addressed at the different stages of the process. For example, in the first stage, the questions would focus on what people’s overall vision for the future in Contra Costa and how the transportation system can support it as well as on specific projects and programs that are needed to address both short- and longer-term needs.

At the points in the process when the Authority is scheduled to make decisions, particularly when approving the PDA and OBAG Strategy and the programming of OBAG and SR2S funds, the online outreach would outline the questions the Authority will be addressing and ask the public how they would suggest resolving them.

We would also hold public workshops, one in each of the four subregions, during fall 2012 to discuss the long-term vision for Contra Costa and its transportation system and the shorter-term transportation needs. (These workshops would be held in conjunction with the kickoff of 2014 CTP. Additional workshops would be held during later stages in the CTP update.)

Community-Based Organizations and Other Stakeholders

To involve community-based organizations (CBOs) and other stakeholders, staff proposes holding a kick-off meeting with representatives of these groups to hear their concerns. (As with the public workshops, this meeting would also cover the 2014 CTP.) The Authority could also conduct one-on-one conversations with selected representatives of these groups.

Staff proposes establishing an OBAG/PDA working group to help us develop the PDA and OBAG Strategy. The working group, which would be made up of stakeholders and local staff, would review the information collected on the PDAs in Contra Costa and the input from the public, stakeholders and local agencies on short- and long-term needs, and develop the policies, priorities and criteria for the selecting the projects to be funded through the OBAG program. The working group could also review the project applications received.

RTPCs

As with previous processes, the Authority would rely on the RTPCs to help us inform local agencies of the OBAG and PDA processes, to provide a forum for discussing the issues raised during those processes, and to suggest approaches and projects that would work best within their areas. We would ask them specifically to review the information collected about the PDAs and recommend projects and programs to address infrastructure needs in the PDAs — and Contra Costa, more generally — that the OBAG program could fund.

Local Agencies

Staff proposes to begin the process by asking local agencies to identify projects they are interested in pursuing, either through the OBAG process or other funding sources. The information collected would be used to update the Authority's Comprehensive Transportation Project List (CTPL). The updated CTPL would be used not only in the OBAG process, but also in the 2013 CMP, the SR2S needs assessment, and the 2014 CTP.

Local staff would also be asked serve on the OBAG/PDA working group.

The OBAG web pages would also be used to inform local agencies and request input from them.

Schedule

September 2012	Approve approach, begin survey of PDAs and project needs
	Establish OBAG/PDA working group
	Establish OBAG web pages
November	Hold public workshops
December	Authority reviews survey of PDA needs and issues
January 2013	Prepare draft PDA and OBAG Strategy
February	Adopt PDA and OBAG Strategy
	Release call for projects
April–May	Review applications received
June	Approve programming of OBAG and SR2S funds

Attachment B

Estimated Budget Required for New CMA Planning Responsibilities

Staff estimates that the Authority would need to augment the \$3.036 million now assumed for CMA planning activities by \$1.164 million to fund the new CMA responsibilities. The following table lists the new CMA tasks, the activities that the Authority would undertake to fulfill them, and the estimated budget range needed to fund them.

<i>New CMA Task</i>	<i>Year 1 Activities</i>	<i>Subsequent Year Activities</i>	<i>Low</i>	<i>High</i>
Develop and annually update the PDA Strategy ¹	Reconnaissance and review of policies, zoning, housing numbers, housing elements for each PDA; overall assessment	Review how policies match up with regional housing and Sustainable Communities Strategy targets, recommend adjustments	\$450,000	\$600,000
Ensure local compliance with MTC's complete streets policy ²	Review local policies and/or resolutions of adoption against MTC standards	Review general plans and other policies and program in greater detail. Provide model policies, examples, other technical assistance	\$70,000	\$100,000
Develop new corridor studies and transportation plans	None	Conduct two to three plans or studies to address issues identified in the Countywide Transportation Plan and PDA Strategy	\$300,000	\$500,000
Expand public outreach and communication with stakeholders ³	Set up interactive website, create content, periodic workshops	Continue workshops, targeted discussions on web application, analysis of input collected	\$60,000	\$70,000
Establish performance measures for the transportation system and specific projects	Collect OBAG targets for PDAs	Set measures in light of information gathered for PDA strategy. Consider measures that vary by PDA type	\$30,000	\$50,000
TOTAL			\$910,000	\$1,320,000

1 \$15-\$20K of effort X 30 PDAs

2 \$3.5-\$5K of effort X 20 jurisdictions

3 Mindmixer costs \$6,000 per year at basic level; \$10.5K at higher level.

ATTACHMENT C

Local Streets and Roads Commitment from 2010 CMA Block Grant Strategic Plan

	<i>Cycle 1</i>	<i>Cycle 2</i>	<i>Total</i>
Contra Costa County	\$2,121,000	\$882,000	\$3,003,000
Antioch	\$1,907,000	—	\$1,907,000
Brentwood *	\$823,000	—	\$823,000
Clayton	—	\$285,000 **	\$285,000
Concord	\$2,147,000	—	\$2,147,000
Danville	—	\$690,000	\$690,000
El Cerrito	—	\$466,000 **	\$466,000
Hercules *	—	\$519,000	\$519,000
Lafayette	—	\$432,000 **	\$432,000
Martinez	—	\$756,000	\$756,000
Moraga	—	\$524,000	\$524,000
Oakley	—	\$762,000	\$762,000
Orinda *	—	\$408,000 **	\$408,000
Pinole	—	\$335,000 **	\$335,000
Pittsburg	\$848,000	—	\$848,000
Pleasant Hill	—	\$591,000	\$591,000
Richmond *	—	\$2,545,000	\$2,545,000
San Pablo	—	\$336,000 **	\$336,000
San Ramon	\$825,000	—	\$825,000
Walnut Creek	\$1,856,000	—	\$1,856,000
	\$10,527,000	\$9,531,000	\$20,058,000

* Jurisdictions without an HCD-certified housing element as of 1 June 2012. Jurisdictions must get HCD certification by 31 January 2013 to be eligible for OBAG funds.

** Funding commitment is less than the \$500,000 required by the OBAG program. The program, however, allows for smaller projects if the average of all projects exceeds \$500,000. The average LSR commitment in the CMA Block Grant Strategic Plan for Cycle 2 is \$680,786.

ATTACHMENT D

Status of California Housing and Community Development (HCD) Review of Housing Element Conformance

As of 1 June 2012

<i>Jurisdiction</i>	<i>Record Type</i>	<i>Date Received</i>	<i>Date Reviewed</i>	<i>Compliance Status</i>
ANTIOCH	ADOPTED	10/21/2010	12/9/2010	IN
BRENTWOOD	DRAFT	3/8/2012	5/7/2012	OUT
CLAYTON	ADOPTED	5/3/2010	7/15/2010	IN
CONCORD	ADOPTED	11/29/2010	1/5/2011	IN
CONTRA COSTA COUNTY	ADOPTED	12/14/2009	3/2/2010	IN
DANVILLE	ADOPTED	9/23/2010	12/21/2010	IN
EL CERRITO	ADOPTED	2/22/2012	3/6/2012	IN
HERCULES	DRAFT	9/16/2010	11/15/2010	OUT
LAFAYETTE	ADOPTED	5/26/2011	7/15/2011	IN
MARTINEZ	ADOPTED	3/28/2011	4/22/2011	IN
MORAGA	ADOPTED	2/16/2010	5/17/2010	IN
OAKLEY	ADOPTED	8/24/2009	9/24/2009	IN
ORINDA	DRAFT	10/4/2010	12/3/2010	OUT
PINOLE	ADOPTED	7/9/2010	8/2/2010	IN
PITTSBURG	ADOPTED	7/23/2010	9/1/2010	IN
PLEASANT HILL	ADOPTED	8/8/2011	10/5/2011	IN
RICHMOND	DRAFT	12/27/2010	2/25/2011	OUT
SAN PABLO	ADOPTED	6/14/2011	8/5/2011	IN
San Ramon	ADOPTED	1/12/2010	2/24/2010	IN
Walnut Creek	ADOPTED	12/24/2009	3/2/2010	IN

The definitions of terms used are:

- IN** local government adopted an element the Department found in compliance with State housing element law.

- OUT** either the local government adopted an element the Department found did not comply with State housing element law, or the local government has not yet submitted an adopted housing element pursuant to the statutory schedule.

- IN REVIEW** element is under review by the Department as of date of this report.

- DUE** means a housing element has not yet been submitted for the current planning period.

Attachment E

Preliminary Draft Outline

Contra Costa PDA Investment and Growth Strategy

1. Introduction

- a. Purpose of the PDA Investment and Growth Strategy
- b. Role in OBAG program
- c. Engagement process
- d. Next steps

2. The FOCUS Program and Priority Development Areas (PDAs)

- a. History of the FOCUS Program and role of PDAs in it
 - i. What is a PDA?
 - ii. PDA place types
- b. Role of PDAs in the SCS process and Plan Bay Area
- c. Issues with supporting development of the PDAs
 - i. Market
 - ii. Local policies
 - iii. Infrastructure needs

3. PDAs in Contra Costa

- a. List the 30 PDAs in Contra Costa
 - i. Summary table listing PDA name, jurisdiction, place type, plan status, amount and types of housing, number (and type?) of jobs, acres, brief qualitative descriptions (full PDA inventory with complete detail in Appendix)
- b. Housing policies in PDAs: Overview of what housing policies are in effect in PDAs (full inventory of policies in Appendix)
- c. Transportation projects in PDAs
 - i. Existing transportation assets in PDAs: e.g. how many roadways, transit assets, bike and pedestrian infrastructure
 - ii. Quantify countywide totals and details about individual PDAs
 - iii. List of future transportation projects and costs by PDA
 - iv. Funding sources and what's funded

4. PDA Strategy

- a. Policies
- b. Priorities
- c. Criteria
 - i. MTC criteria
 - ii. Readiness
 - 1. Readiness of PDA for development
 - 2. Readiness of projects for construction
- d. Updating the strategy
 - i. Schedule
 - ii. Scope
 - iii. Engagement process

ATTACHMENT 6.B

Planning Committee **STAFF REPORT**

Meeting Date: September 5, 2012

Subject	Approval of 2014 CTP Work Plan
Summary of Issues	<p>Measure J requires that the Authority develop a Countywide Comprehensive Transportation Plan (CTP) and computer model, and update it every four years. Working with the CTP Task Force, Authority staff has developed an overall work program for developing the 2014 Countywide Transportation Plan. To achieve the work plan schedule, consultant services for performance monitoring and Action Plan Development will need to be procured in September 2012 through issuance of two Requests for Proposals (RFPs). Preparation of the 2014 Plan itself will be carried out by Dyett & Bhatia (D & B) under existing agreement No. 324.</p>
Recommendations	<p>Review and comment on CTP work plan, and provide direction to staff to proceed with developing the Plan.</p>
Financial Implications	<p>Existing agreement No. 324 with Dyett & Bhatia includes approximately \$75,000 for preparing the 2014 CTP Update. In addition, the approved CMA budget includes \$125,000 for performance monitoring, and \$200,000 for Action Plans. Additional budget capacity will be needed in FY 2013-14 to complete the CTP. This includes an additional \$200,000 for the Action Plans (for a total cost of \$400,000, or \$100,000 per subarea), and approximately \$150,000 for the CTP EIR.</p>
Options	<ol style="list-style-type: none"> 1. Modify the proposed work plan
Attachments (See PC Packet dated 9/5/12)	<ol style="list-style-type: none"> A. D & B Scope of Work for the 2014 CTP B. Proposed schedule C. CTP Task Force Roster
Changes from Committee	<p><i>Commissioner Frazier inquired how the CTP might be used for developing a priority list of projects for a potential future augmentation of funding. Staff replied that the CTP effort was limited to identifying a comprehensive, financially unconstrained list of projects. Commissioner Frazier asked staff about the effort that would be required to develop</i></p>

priorities. Staff replied that additional consultant resources would be needed to develop a financially constrained list of projects. This effort would include further analytical work to evaluate the projects, as well as additional public outreach to work with the sub regions, stakeholders, businesses, and the public.

Background

Measure J requires that the Authority develop a CTP and update it every four years. As one of the main planning tools in the Growth Management Program, the CTP, when adopted by the Authority, outlines the vision, goals, and strategies to achieve those goals. It incorporates the Multi-modal Transportation Service Objectives (MTSO's) developed by the Regional Committees through the Action Plan process. These objectives provide a benchmark for assessing the impacts of land use decisions on the regional transportation system. The CTP has historically focused on major projects and programs that are listed in a Comprehensive Transportation Project List (the CTPL) – a financially unconstrained list of projects and programs contemplated by project sponsors and stakeholders over the next thirty years. These projects run the gamut of all transportation improvements: from the widening of freeways or the extension of BART, to new bicycle trails and signal coordination. With the advent of SB 375, new emphasis may need to be placed on programs to enhance transit service and support housing and jobs located in Priority Development Areas (PDAs).

This CTP will be the fifth; previous CTPs were adopted in 1995, 2000, 2004, and 2009. The next update is scheduled for completion in 2014. The five year span is to allow incorporation of MTC's Sustainable Communities Strategy (SCS) into the CTP. The 2014 CTP will respond to MTC's newly adopted Sustainable Communities Strategy (SCS), and evaluate project and program needs through the year 2040.

An Integrated Approach

The 2014 CTP Update poses new challenges for combining and harmonizing a variety of programs sponsored by different agencies, using an assortment of funding sources, and having sometimes conflicting objectives. Since 1988, the Authority, although initially created to manage the one-half percent sales tax, has also, since 1992 when it became the designated Congestion Management Agency (CMA) for Contra Costa, directed state and federal funds to

transportation investments. The CTP is one of the key planning tools called for in Measure J. Specifically, Measure J requires the Authority to:

Support efforts to develop and maintain an ongoing planning process with the cities and the county through the funding and development of a Comprehensive Transportation Plan.¹

With the passage of SB 375, integration of the CTP with the Regional Transportation Plan (RTP) introduces new challenges for integrating the Measure J projects and programs with the SCS.

Incorporation of SB 375 and the 2013 SCS

Senate Bill (SB) 375 (2008) established new requirements to help achieve the regional greenhouse gas (GHG) targets of Assembly Bill (AB) 32, the State's global warming legislation. Under SB 375, MTC must adopt an SCS as part of its Regional Transportation Plan (RTP).

The SCS will define a pattern of land uses and proposed transportation improvements that together will meet the greenhouse gas (GHG) emissions reduction targets approved by the California Air Resources Board (CARB) for 2020 and 2035. As part of its required public participation program, MTC has consulted with the congestion management agencies, including the Authority, about the SCS.

When the 2009 CTP was adopted, very little was known about the SCS or what it would comprise. With MTC's recent adoption of a preferred SCS alternative, we now have a much clearer picture of the land use and transportation plans and policies that will be needed to meet the GHG reduction goals for cars and light trucks. While the 2009 CTP laid the groundwork for developing an SCS, the 2014 CTP will incorporate the final SCS which is expected to be adopted by MTC in April 2013.

Priority Development Areas (PDAs) are a key ingredient to the SCS. In Contra Costa alone, there are 30 PDAs that have been identified by local jurisdictions as areas where housing, jobs, and transit service will be more strongly integrated to improve walkability and encourage transit ridership. The OneBayArea Grant program (OBAG) allocates \$320 million to local jurisdictions in the Bay Region to foster PDA development. Given the need to integrate the SCS and OBAG with our Measure J program, staff suggests that additional consultant resources (in addition to those

¹ Contra Costa Transportation Authority, *Measure C Expenditure Plan*, Section 5.C.4, 1988, p. 18; and Ordinance 06-02 Amending and Restating the Measure C Transportation Expenditure Plan to Make Nonsubstantive Changes and Insert Specific Provisions Moved from Ordinance 88-01, June 21, 2006, p. 11.

listed here) should be considered to foster the integration process and identify remaining unmet needs for projects and programs in Contra Costa.

Overall Schedule

Following is the tentative schedule for the development and adoption of the 2014 CTP:

Table 1: Overall Schedule for the 2014 CTP Update

Date	Action
September 2012	Start up
November-March 2013	MTSO Monitoring
November 2012 – June 2013	Develop Draft Action Plans
April 2013	MTC Adopts Final 2013 RTP, including the SCS
October 2013	Issue Preliminary Draft CTP
January 2014	Issue Draft CTP
May 2014	Adopt Final CTP

CEQA Requirements

As with the four previous CTPs, Authority staff anticipates that a full Environmental Impact Report (EIR) will be required. The California Environmental Quality Act (CEQA) requires that the lead agency (in this case, the Authority) identify the significant effects on the environment of the project (in this case, the CTP), identify alternatives to the project, and measures to mitigate or avoid those significant effects.

Staff proposes to procure a qualified consultant to prepare the EIR. The timing of this effort is such that the Request for Proposal for this effort will not need to be released until early 2013 (see Attachment B). Historically, consultant costs for a full programmatic EIR (in current dollars) has ranged from \$125,000 to \$175,000.

Consultant Resources

Authority staff will have a major role in establishing the framework, organizing, and facilitating the preparation of the 2014 CTP. The heavy lifting in the technical arena, which involves – among other things – traffic data collection, performance measure review, traffic forecasting and modeling, preparation of the Action Plans, and maintaining the CTPL data base – will be carried out primarily with consultant resources.

The CTP document itself will be prepared by D & B, the Authority’s on-call planning and growth management consultant. D & B will take lead responsibility for preparing the 2014 CTP Update, including all components of the 2009 CTP Update, and new components a directed by Authority staff. D & B will support Authority staff during the RTPC and public review process. The consultant’s approach and understanding of this task is shown in Attachment A.

Following is a summary of the roles and responsibilities of the consultant resources involved:

Table 2: Estimated Consultant Costs for Developing the 2014 CTP*

Activity	Consultant	Amount Budgeted in FY 2012-13**	Anticipated Budget for FY 2013-14	Estimated Cost
Preparation of the 2014 CTP	Dyett & Bhatia	\$75,000	0	75,000
Development of the Action Plans	TBD	200,000	200,000	400,000
CMP Monitoring	TBD	100,000	0	100,000
MTSO Monitoring	TBD	125,000	0	125,000
CEQA Review (EIR)	TBD	0	175,000	175,000
Total		500,000	375,000	\$875,000

*Includes CMP Monitoring Costs

**Any unexpended funds remaining in FY 2012-13 will be transferred forward to the FY 2013-14 budget

As noted above, the estimate for consultant services does not include additional resource that could be required to improve the integration of SB 375 and assess unmet needs for projects and programs beyond the funding currently available through Measure J. For this effort, a strategic consultant would be needed to conduct the polling, public outreach, and strategic planning necessary to identify and prioritize unmet needs. Furthermore, the OneBayArea Grant program, which is expected to run in parallel with the CTP, may involve public outreach efforts that could be supportive of the CTP.

CTP Task Force Oversight

Oversight of the 2014 CTP Update will be guided by a Task Force comprised of the RTPC Managers, senior-level transportation planning and engineering staff, and transit operators. The Task Force (formerly known as the APCC – Action Plan Coordinating Committee) convened as the APCC in May 2012 to kick off the 2014 CTP Update process. The discussion at that meeting centered on the status of the 2009 CTP, impetus for the 2014 CTP, treatment of the Action Plans, and development of sustainability concepts. A second meeting is scheduled for Wednesday, September 12, at 9:30 a.m.

The Tri-Valley Action Plan

Among the discussion topics at the May 23rd APCC/CTP Task Force meeting was treatment of the Tri-Valley Action Plan, which covers the I-680 and I-580 freeways and parallel arterials, and includes representation from Danville, San Ramon, Dublin, Pleasanton, Livermore, and both Alameda and Contra Costa Counties. Historically, the Tri-Valley Transportation Council (TVTC) has overseen the Action Plan for this subarea, and adopted it as the TVTC Transportation Plan.

During the past year, the TVTC has been debating a voting issue related to allocation of Regional Transportation Mitigation Fees that are collected by the local jurisdictions and allocated by the TVTC for construction of regional projects. If the TVTC were called upon to work on the Action Plan, we cannot be certain that work would proceed, and this could delay the schedule. It may therefore be prudent to consider limiting CCTA's work on the Action Plans to the SWAT area of Danville and San Ramon. While a final decision is yet to be made, the option of excluding the Alameda jurisdictions from the Action Plan remains in play.

Meeting Frequency

It is anticipated that the CTP Task Force will meet quarterly to discuss the progress of the Action Plans and the CTP. While each of the Regional Transportation Planning Committees (RTPCs) will

be heavily involved with the development of their Action Plans, the CTP Task Force will provide a forum for tying the action plans together, discussing issues that cross subregional boundaries, and reviewing and commenting on countywide and regional issues. A roster of the CTP Task Force members is shown in Attachment C.

Planning Committee **STAFF REPORT**

Meeting Date: September 5, 2012

Subject	Authorization to Release RFP 12-5 to Update the Action Plans for Routes of Regional Significance
Summary of Issues	Generally viewed as a highly successful multi-jurisdictional performance-based planning effort, the Action Plans for Routes of Regional Significance, which are explicitly defined in the Measure J Growth Management Program, are to be updated for incorporation into the 2014 Countywide Transportation Plan (CTP) Update. Consultant support from a team of qualified transportation planning and engineering firms is needed to undertake this effort. Staff proposes to release RFP 12-5 to procure consultant services, and seeks Authority approval of this course of action.
Recommendations	Authorize staff to Release RFP 12-5 to Update the Action Plans
Financial Implications	Total cost of the effort is estimated at \$400,000 (assuming \$100,000 for each subarea (West, Central, East, and SWAT). Funds would be drawn from Regional Transportation Planning (Org. PRG-16a and OCP-18a. The approved FY 2012-13 CMA budget includes \$200,000 for this task. Remaining funds would be budgeted for FY 2013-14.
Options	<ol style="list-style-type: none"> 1. Change the scope, schedule, and/or budget of the effort.
Attachments (See PC Packet dated 9/5/12)	<ol style="list-style-type: none"> A. Proposed Scope of Work for Updating the Action Plans B. Excerpt from the Implementation Guide: Chapter 3 – Action Plans for Regional Routes.
Changes from Committee	<i>None.</i>

Background

The Authority has relied on the sub-regional Action Plans for Routes of Regional Significance as a fundamental component in implementing the cooperative, multi-jurisdictional planning

process called for by the Measure C/J Growth Management Program. For each Route of Regional Significance, the Action Plans must adopt:

- Multi-Modal Transportation Service Objectives (MTSOs) that use a quantifiable measure of effectiveness and include a target date for attaining the objective.
- A set of actions that the local jurisdiction will take to achieve the MTSOs.
- A process for monitoring and reviewing proposed new developments, and
- A schedule for the Regional Committee and the Authority to review progress in attaining objectives, and revision of Action Plans, as needed.

Attachment A outlines the generic scope of work for the Action Plans.

Attachment B shows the more detailed procedure for updating the Action Plans, as set forth in the Authority's *Implementation Guide*.

As mentioned in the 2014 CTP Work Plan (see Item 6.1), coverage for the Tri-Valley Action Plan remains a question. For budgeting purposes, we have included adequate budget for the Tri-Valley should the Alameda jurisdictions be willing to participate in the process.

ATTACHMENT 7



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COMMISSIONERS

Don Tatzin,
Chair

Janet Abelson,
Vice Chair

Genoveva Calloway

David Durant

Jim Frazier

Federal Glover

Dave Hudson

Karen Mitchoff

Julie Pierce

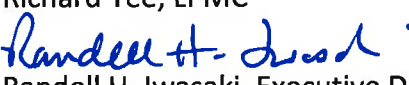
Karen Stepper

Robert Taylor

Randell H. Iwasaki,
Executive Director

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

MEMORANDUM

To: Barbara Neustadter, TRANSPAC
Andy Dillard, SWAT, TVTC
Jamar Stamps, TRANSPLAN
Christina Atienza, WCCTAC
Richard Yee, LPMC

From: Randell H. Iwasaki, Executive Director
Date: October 18, 2012
Re: Items approved by the Authority on October 18, 2012, for circulation to the Regional Transportation Planning Committees (RTPCs), and items of interest

At its October 18, 2012 meeting, the Authority discussed the following items, which may be of interest to the Regional Transportation Planning Committees:

1. **Authorize Entering into a new Consultant Agreement to Prepare a Safe Routes to School (SR2S) Needs Assessment and Provide Technical Assistance at a Cost not to Exceed \$245,000.** In response to Request for Proposal (RFP) 12-3 released in July 2012, the Authority received three proposals. A selection committee, comprised of RTPC Managers and local staff familiar with education, outreach and infrastructure supporting safe routes to school (SR2S), reviewed the proposals and interviewed the three consultant teams. Fehr & Peers was selected as the most qualified consultant team. Staff recommends approval to enter into an agreement with Fehr & Peers in an amount not to exceed \$245,000. *The Authority approved entering into an agreement with Fehr & Peers in an amount not to exceed \$245,000.*
2. **Issue Request for Proposal (RFP) 12-6 for Additional Public Outreach, Polling, and Strategic Planning in Support of the 2014 Countywide Transportation Plan.** By 2015, the Authority will have expended over 86 percent of Measure J funds available for capital projects, including the Caldecott Fourth Bore, Route 4 East, and e-BART. The Authority's strategy to bond against future revenues will generate \$550 million in Measure J funds by leveraging over \$1.4 billion in regional, state, and federal funds, for a total investment of \$2 billion in Contra Costa's

transportation system. Even with this major accomplishment, the Authority continues to be mindful that substantial transportation needs remain. The 2014 Countywide Transportation Plan will identify new projects and programs to help meet those needs, establish priorities and explore funding mechanisms. To improve our understanding of the public's priorities and interests, the Authority wishes to procure additional consultant resources for public outreach, polling, and strategic planning. This outreach effort would be incorporated into the overall work program for the 2014 CTP. To initiate the outreach effort, staff seeks Authority approval to issue RFP 12-6 for public outreach, polling, and strategic planning. *The Authority approved the release of RFP 12-6 for public outreach, polling, and strategic planning in support of the 2014 Countywide Transportation Plan.*

3. **Caldecott Fourth Bore Project (Project 1698/1001) Status Update.** *Cristina Ferraz, Caltrans Project Manager and Ivy Morrison provided a PowerPoint update on progress on the Caldecott Fourth Bore Project, and there was some discussion about risks associated with the overall financial plan. (Attachment)*



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Dave Hudson

Karen Mitchoff

Julie Pierce


Karen Stepper

Robert Taylor

Randell H. Iwasaki,
Executive Director

MEMORANDUM

To: Barbara Neustadter, TRANSPAC
Andy Dillard, SWAT, TVTC
Jamar Stamps, TRANSPLAN
Christina Atienza, WCCTAC
Shawna Brekke-Read, LPMC

From:  Randell H. Iwasaki, Executive Director

Date: November 15, 2012

Re: Items approved by the Authority on November 14, 2012, for circulation to the Regional Transportation Planning Committees (RTPCs), and items of interest

At its November 14, 2012 meeting, the Authority discussed the following items, which may be of interest to the Regional Transportation Planning Committees:

1. **Update on the OneBayArea Grant Program.** Since the Authority's last discussion of the OneBayArea Grant (OBAG) program, MTC has made several significant changes to it. First, it both increased the total amount of funding available for projects in Contra Costa and changed the amounts coming from the three federal funding sources. This change could allow the Authority to put more funding into the Local Streets and Roads Preservation program. Second, MTC agreed to direct another \$20 million to the CMAs for a new Priority Development Area (PDA) Planning and Implementation Program. Contra Costa could get between \$2 million and \$2.8 million through this program. This change may allow the Authority to reduce the amount of OBAG funds set aside for CMA planning. *The Authority approved staff's overall approach to the allocation of additional funds, and approved the composition of the PDA/OBAG Working Group. The Working Group will be comprised of: two (2) representatives of housing or commercial developers with experience in infill development in PDAs or low-income housing; five (5) representatives of advocacy groups; six (6) local staff, one from each RTPC including Lamorinda and the San Ramon Valley, as well as the Chair of the Planning Directors'*

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group, with a mix of transportation and planning staff; and two (2) transit agency staff, one designated by the Bus Transit Coordinating Committee (BTCC) and one by BART.

WCCTAC

West Contra Costa Transportation Advisory Committee

El Cerrito

October 1, 2012

Hercules

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

Pinole

RE: WCCTAC Meeting Summary

Richmond

Dear Randy:

The WCCTAC Board at its Sept. 28 meeting took the following actions that may be of interest to CCTA:

San Pablo

- 1) Approved San Pablo's FY 12-13 claim for Measure J Program 20b, Additional Transportation for Seniors and People with Disabilities.
- 2) Authorized an allocation request from CCTA for FY 12-13 funds from Measure J Program 21b, Safe Transportation for Children for the Low-Income Student Bus Pass Program.
- 3) Discussed issues, options, and recommendations for transitioning agency leadership.

Contra Costa
County

Sincerely,



Christina M. Atienza
Executive Director

AC Transit

cc: Danice Rosenbohm, CCTA; Barbara Neustadter, TRANSPAC; John Cunningham, TRANSPLAN; Andy Dillard, SWAT

BART

WestCAT

TRANSPLAN COMMITTEE

EAST COUNTY TRANSPORTATION PLANNING

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

November 14, 2012

Mr. Randell H. Iwasaki, Executive Director
Contra Costa Transportation Authority (CCTA)
2999 Oak Road, Suite 100
Walnut Creek, CA 94597

Dear Mr. Iwasaki:

This correspondence reports on the actions and discussions during the TRANSPLAN Committee meeting on November 8, 2012.

Status updates on SB 375/Sustainable Communities Strategies (SCS) and OneBayArea Grant (OBAG) PDA and SCS Investment and Growth Strategy: Authority staff delivered a report to the Committee on the plan for administration of the approximately \$45 million in OBAG funding. The Committee was informed of how funds will be allocated through the various funding programs and how funds will be invested within the County.

Update on TRANSPLAN activities related to the Water Emergency Transportation Authority (WETA): TRANSPLAN staff provided an update to the Committee on various topics regarding WETA. TRANSPLAN staff has met with a countywide ferry stakeholders committee facilitated by CCTA staff to discuss countywide ferry issues. TRANSPLAN staff will continue to support East County agencies and participate in the countywide stakeholders committee to track and discuss issues that may impact East Contra Costa.

The next regularly scheduled TRANSPLAN Committee meeting will be on Thursday, December 13, 2012 at 6:30 p.m. at the Tri Delta Transit offices in Antioch.

Sincerely,



Jamar I. Stamps
TRANSPLAN Staff

c: TRANSPLAN Committee
A. Dillard, SWAT/TVTC
B. Neustadter, TRANSPAC
C. Atienza, WCCTAC
B. Beck, CCTA
D. Rosenbohm, CCTA
J. Townsend, EBRPD

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TRANSPLAN COMMITTEE

EAST COUNTY TRANSPORTATION PLANNING

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

December 14, 2012

Mr. Randell H. Iwasaki, Executive Director
Contra Costa Transportation Authority (CCTA)
2999 Oak Road, Suite 100
Walnut Creek, CA 94597

Dear Mr. Iwasaki:

This correspondence reports on the actions and discussions during the TRANSPLAN Committee meeting on December 13, 2012.

APPOINT TRANSPLAN representatives to the Contra Costa Transportation Authority: By a 4-2 vote, the Committee appointed Mayor Kevin Romick (Oakley) as the odd-year primary TRANSPLAN representative to the CCTA Board, and Mayor Wade Harper (Antioch) as both the odd-year and even-year alternate TRANSPLAN representative to the CCTA Board.

APPOINT alternate for the Technical Coordinating Committee (TCC) per the recommendation of the TRANSPLAN TAC: By a unanimous vote, the Committee approved the TAC's recommendation to appoint Leigha Schmidt (Pittsburg) as the alternate TRANSPLAN TAC representative to the TCC.

RECEIVE report on Water Emergency Transportation Authority (WETA) and APPOINT Ad-Hoc Subcommittee of TRANSPLAN (up to three members): TRANSPLAN staff provided a summary report to the Committee on activities regarding East County ferry service, including recent discussions regarding WETA's Short Range Transit Plan (SRTP). The action item to appoint an ad-hoc subcommittee was tabled until the January meeting.

The next regularly scheduled TRANSPLAN Committee meeting will be on Thursday, January 10, 2013 at 6:30 p.m. at the Tri Delta Transit offices in Antioch.

Sincerely,



Jamar I. Stamps
TRANSPLAN Staff

c: TRANSPLAN Committee

A. Dillard, SWAT/TVTC

B. Neustadter, TRANSPAC

C. Atienza, WCCTAC

B. Beck, CCTA

D. Rosenbohm, CCTA

J. Townsend, EBRPD

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TRANSPAC Transportation Partnership and Cooperation

Clayton, Concord, Martinez, Pleasant Hill, Walnut Creek and Contra Costa County
2300 Contra Costa Boulevard, Suite 360
Pleasant Hill, CA 94523
(925) 969-0841

September 20, 2012

Randell H. Iwasaki
Executive Director
Contra Costa Transportation Authority
2999 Oak Road, Suite 100
Walnut Creek, CA 94597

Dear Mr. Iwasaki:

At its meeting on September 13, 2012, TRANSPAC took the following actions that may be of interest to the Transportation Authority:

1. Approved a request from the 511 CONTRA COSTA TRANSPAC/TRANSPLAN TDM Program Manager to submit applications to CCTA for 2013/14 Measure J Commute Alternative funds, BAAQMD TFCA funds and MTC CMAQ funds, and to execute the required grant contracts and enter into a Cooperative Agreement with the respective agencies.
2. Received and accepted the Final Report for the FY 2011/12 TRANSPAC/TRANSPLAN 511 Contra Costa Program from Lynn Overcashier, Program Manager.
3. The City of Walnut Creek has advised that thanks to lower construction costs on the Ygnacio Valley Road Pedestrian/Bicycle Improvement Project, \$594,440 is available for use on another federalized project(s) with the understanding that the City of Walnut Creek will have future consideration for use of any savings realized on the State Route 4 East and/or the Caldecott Tunnel Projects.
4. Received reports on CCTA activities from TRANSPAC's CCTA representatives.
5. Received a report on SB 375/SCS.
6. Received a report from 511 Contra Costa. The Program Manager will be attending the Transportation Research Board Meeting in January 2013, and a two-day workshop in Massachusetts in February 2013.

TRANSPAC hopes that this information is useful to you.

Sincerely,


Barbara Neustadter
TRANSPAC Manager

cc: TRANSPAC Representatives; TRANSPAC TAC and staff
Amy Worth, Chair - SWAT
Jim Frazier, Chair - TRANSPLAN
Martin Engelmann, Arielle Bourgart, Hisham Noeimi, Danice Rosenbohm, Brad Beck - CCTA
Christina Atienza - WCCTAC
Janet Abelson - WCCTAC Chair
Jamar I. Stamps - TRANSPLAN
Andy Dillard - SWAT
June Catalano, Diana Vavrek, Diane Bentley - City of Pleasant Hill
Heather Ballenger, Public Services Director, City of Walnut Creek

TRANSPAC Transportation Partnership and Cooperation

Clayton, Concord, Martinez, Pleasant Hill, Walnut Creek and Contra Costa County
2300 Contra Costa Boulevard, Suite 360
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(925) 969-0841

November 14, 2012

Randell H. Iwasaki
Executive Director
Contra Costa Transportation Authority
2999 Oak Road, Suite 100
Walnut Creek, CA 94597

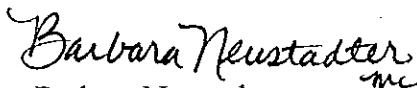
Dear Mr. Iwasaki:

At its meeting on November 8, 2012, TRANSPAC took the following actions that may be of interest to the Transportation Authority:

1. Recognized Bill Shinn, City of Concord, for his many years of service to TRANSPAC, and welcomed Mayor Ron Leone as the City of Concord's new representative to TRANSPAC.
2. Received a report and presentation from Tarek Hatata, President of System Metrics Group, on the I-680 Corridor System Management Plan.
3. Approved a request for funding in the amount of \$160,138 from the City of Concord for Measure J Line 20(a) "Additional Transportation Services for Seniors and People with Disabilities," to match Lifeline Transportation Program (LTP) funds and locally available in-kind services for the Monument Neighborhood Shuttle.
4. Received reports on CCTA activities from TRANSPAC's CCTA representatives.
5. Received a report on SB 375/SCS.

TRANSPAC hopes that this information is useful to you.

Sincerely,



Barbara Neustadter
TRANSPAC Manager

cc: TRANSPAC Representatives; TRANSPAC TAC and staff
Amy Worth, Chair - SWAT
Jim Frazier, Chair - TRANSPLAN
Martin Engelman, Arielle Bourgart, Hisham Noeimi, Danice Rosenbohm, Brad Beck (CCTA)
Christina Atienza - WCCTAC
Janet Abelson - WCCTAC Chair
Jamar I. Stamps - TRANSPLAN
Andy Dillard - SWAT
June Catalano, Diana Vavrek, Diane Bentley - City of Pleasant Hill



NOTICE OF INTENT TO ADOPT A MITIGATED NEGATIVE DECLARATION AND NOTICE OF PUBLIC HEARING TO CONSIDER THE PROPOSED PROJECT APPLICATIONS:

PROJECT: ACRE Townhome Development (VTM 9323)
MJ 12-900-001, GPA 12-400-001, RZ 12-600-001, DP 12-300-003, AR 12-200-038,
IS 12-250-003, filed August 13, 2012

LOCATION: 125 and 130 Ryan Industrial Court. (APN: 208-280-017 and 208-280-018)

APPLICANT: Ryan Industrial, LLP Contact: Tom Schulz, ACRE Residential Co. LLP

PROPERTY OWNER: RASASP Franklin II

DESCRIPTION OF PROJECT: The applicant is proposing a General Plan Amendment, Rezone, Development Plan, Architectural Review and Vesting Tentative Map to construct 48 townhouse units (condominiums) in place of two existing commercial office buildings on an approximately 3-acre site. The proposed General Plan Amendment and Rezone seek to change the General Plan designation from Mixed Use to Multifamily-High Density (14-30 du/ac) and Rezone the property from Planned Development to Medium-High Density Residential (14-22 du/ac). A Rezone from Planned Development to Mixed Use (TA 10-410-001) is currently pending and the recommended action will be revised accordingly upon the effective date of that Rezone.

The proposed Townhomes consists of (16) triplex buildings arranged around a central circulation road (private) with alley-loaded garages. The height of the buildings is approximately 34 feet with some of the garage spaces cut into the existing site grade. The floor plans consist of 3 bedroom configurations that range in size from approximately 1,680 sq/ft to 1,941 sq/ft.

ENVIRONMENTAL SETTING: The City of San Ramon is located in southern Contra Costa County, surrounded by the communities of Danville, Blackhawk and Dublin, as well as the unincorporated lands in both Alameda and Contra Costa Counties. The Project site is located at 125 and 130 Ryan Industrial Ct; approximately 435 feet west from the intersection of Ryan Industrial Ct. and Old Crow Canyon Road. The Project site is urbanized and currently has two office buildings and a parking lot which will be demolished to make way for the new residential project. The subject site is surrounded by Home Depot to the southwest, residential uses to the west and north and office uses to the east and south.

DECLARATION

Based on the Initial Study dated November 2, 2012 and identified Mitigation Measures, the Planning Services staff has determined:

- ☒ This project does not have the potential to degrade the quality of the environment, nor to substantially reduce, threaten or eliminate plant, fish or animal communities, or important examples of the major periods of California history or prehistory.
- ☒ This project will not have a detrimental effect upon either short-term or long-term environmental goals.
- ☒ This project will not have impacts which are individually limited, nor cumulatively considerable.
- ☒ This project will not have environmental impacts which will cause substantial adverse effect upon human beings, either directly or indirectly.
- ☒ This project will not adversely impact wildlife resources.

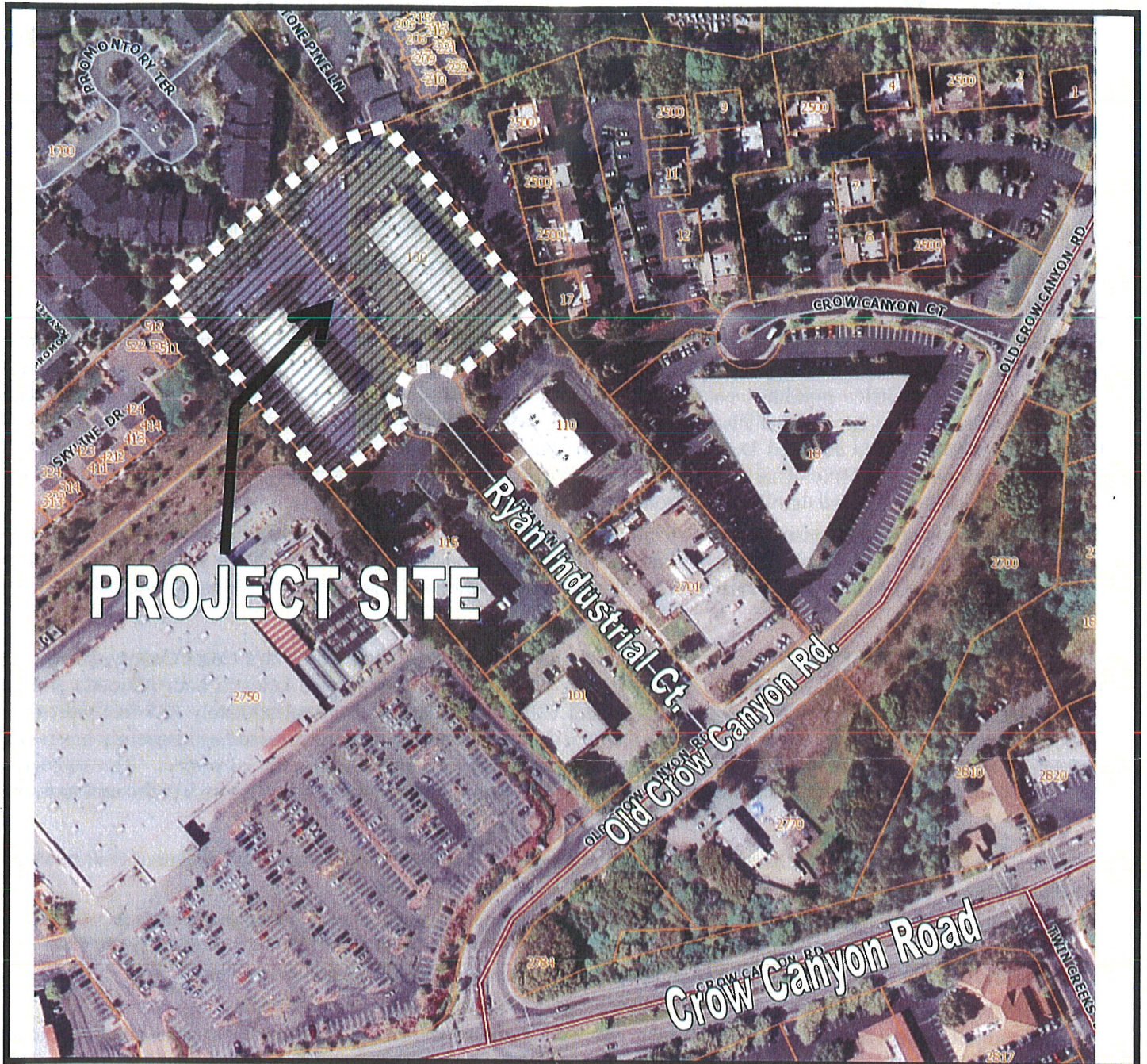
The Initial Study/Mitigated Negative Declaration is available for public review on the City of San Ramon Website at www.ci.san-ramon.ca.us. Public copies are also available for review at the City of San Ramon Planning Services Division, the San Ramon Senior Center, San Ramon Community Center, Dougherty Station Community Center, San Ramon Library, Dougherty Station Library, and the City Clerk, during regular business hours.

The public is hereby invited to submit written comments regarding the environmental findings and Mitigated Negative Declaration determination. Such comments must be submitted prior to the close of the posting period.

Posting Period: November 2, 2012 to November 21, 2012

A public hearing before the Planning Commission to consider the Project and Mitigated Negative Declaration is scheduled for November 20, 2012 at 7:00 p.m. in the City Council Chamber, 2222 Camino Ramon, San Ramon, California, 94583.

Contact Person: Lauren Barr, Senior Planner (925) 973-2560, Email: lbarr@sanramon.ca.gov
City of San Ramon, Planning Services Division, 2401 Crow Canyon Road, San Ramon, CA 94583



CITY OF SAN RAMON PLANNING SERVICES
Vicinity Map



VTM 9323:
 MJ 12-900-001, GPA 12-400-001, RZ 12-600-001, DP 12-300-003, AR 12-200-038, IS 12-250-003

Acre Townhomes-48 Residential Units
125 & 130 Ryan Industrial Court

(APN: 208-280-017 / 208-280-018)



(Not to Scale)



NOTICE OF AVAILABILITY AND PUBLIC REVIEW PERIOD DRAFT ENVIRONMENTAL IMPACT REPORT

Notice is hereby given that, pursuant to the California Environmental Quality Act of 1970 (CEQA), a Draft Environmental Impact Report has been prepared for the following proposed project: Draft Danville General Plan Update and Draft Sustainability Action Plan. The DEIR is being made available for a 45-day review and comment period in conformance with CEQA and State Guidelines. Substantive comments or information will be included, and, if necessary, responded to in the Final EIR.

Project Title: Draft Danville General Plan Update (Draft 2030 General Plan) and Draft Sustainability Action Plan (Draft SAP)

Clearinghouse No.: Schedule #1999062060

Project Location: Town of Danville, Contra Costa County, California

Project Description: See Attached Notice of Completion & Environmental Document Transmittal

Lead Agency: Town of Danville
Development Services Department - Planning Division
510 La Gonda Way
Danville, CA 94526

Contact: Kevin J. Gailey, AICP, Chief of Planning
Email: kgailey@danville.ca.gov Phone: (925) 314-3305

Copies of the EIR: The enclosed compact disk forwards a copy of Draft EIR (along with copies of the Draft 2030 General Plan and the Draft SAP) for your review and comment. Additional copies of the Draft EIR (and the two policy documents) are available at the Town Offices at the above address. In addition, copies of the Draft EIR (and the two policy documents) are available for review at the Danville Public Library (400 Front Street, Danville, CA) and on the Town's website at the following website address:

http://www.danville.ca.gov/Planning/General_Plan_and_Zoning/General_Plan_Update/

Review Period: October 15, 2012 through November 29, 2012

The Town of Danville is soliciting comments on the Draft EIR. Responses to comments will be incorporated into the Final EIR. Please submit written comments to the above address on or before November 29, 2012.

Public Hearing: Public workshops to solicit community input on the Draft EIR have been tentatively scheduled for the following dates:

- Tuesday, November 13, 2012
- Tuesday, November 27, 2012

In addition the Danville Planning Commission will hold a public hearing on the Draft 2030 General Plan and the Draft SAP. That public hearing has been tentatively scheduled for Tuesday, December 11, 2012.

Notice of the public workshops and the public hearing will be given under separate and subsequent notice.



Magee - SummerHill Residential Development

NOTICE OF AVAILABILITY AND PUBLIC REVIEW PERIOD for a *DRAFT* ENVIRONMENTAL IMPACT REPORT

Project Title:	Magee-SummerHill Residential Development Draft Environmental Impact Report (Draft EIR) (State Clearinghouse No: 2010112042)
Project Location:	The project site is located on the south side of Diablo Road and Blackhawk Road extending approximately two miles east from the intersection of Diablo Road/Green Valley Road/McCauley Road (see Attached Map).
APN:	202-050-071, 202-050-073, 202-050-078, 202-050-079, 202-050-079, 202-050-080, 202-100-017, 202-100-019, 202-100-038, 202-100-040, 215-040-002
Project Description:	Preliminary Development Plan - Rezoning request (LEG10-0004), Major Subdivision request (SD 9291), and Final Development Plan request (DEV10-0072) which would: (1) rezone the portions of the property currently zoned A-4; Agricultural Preserve District and A-2; General Agricultural District to P-1; Planned Unit Development District and the portion of the property currently zoned P-1; Planned Unit Development District to a new P-1; Planned Unit Development District; (2) subdivide the 410 +/- acre site to create 70 single family residential lots and parcels (in order to comply with the Town's Inclusionary Housing Ordinance, 10 percent of the lots would be required to include a second dwelling unit, and; (3) provide for architectural design and landscape details for the development.
Lead Agency:	Town of Danville Planning Division 510 La Gonda Way Danville, CA 94526 (925) 314-3349 dcrompton@danville.ca.gov

Contact: David Crompton, Principal Planner

Copies of the EIR: Copies of the Draft EIR are available at the Town of Danville Town Offices at the above address. In addition, the Draft EIR is available for review at the Danville Public Library (400 Front Street), and on the Town's Web Site at:
www.danville.ca.gov/Planning/Development_Applications/Magee_Ranch_Project/

Review Period: November 30, 2012 through January 29, 2013.

The Town of Danville is soliciting comments on the Draft EIR. Responses to comments will be incorporated into the Final EIR. Please submit written comments to the above address on or before January 29, 2013.

Public Hearing: A public hearing to solicit public comments on the Draft EIR will be held before the Danville Planning Commission on a date to be determined. An additional notice will be sent to advise of the date, place, and time of the public hearing when the hearing date is determined.



NOTICE OF PUBLIC HEARING

City Council

Carol Federighi, Mayor
Mike Anderson, Vice Mayor
Brandt Andersson
Carl Anduri
Don Tatzin

BODY: City Council
DATE: Tuesday, November 13, 2012
TIME: 7:00 p.m. (please see the agenda for estimated start time of each item)
PLACE: Lafayette Library & Learning Center, 3491 Mt. Diablo Blvd • Community Hall
RE: **City of Lafayette-** GP01-12: Amending the Circulation Chapter of the General Plan to make technical changes to comply with State of California Complete Streets Act (September 2008) and consideration of an Addendum to the General Plan Final EIR pursuant to the California Environment Quality Act.

The City Council will consider a minor amendment of the Circulation Chapter of the General Plan to make technical changes that clarify and augment existing goals and policies to accommodate non-automobile users in the City's planning and design of projects, as mandated by State of California law- the Complete Streets Act of September 2008. At the close of the public hearing, the City Council, the final decision-making body, will take action on the EIR Addendum and amendment of the General Plan.

The agenda and staff report are posted the Friday before the hearing and may be reviewed by visiting the City Calendar on the City's website and clicking on the meeting date. The agenda includes an estimated start time and staff recommendation on each item. Any last minute changes or cancellations will be posted there. The Action Agenda, summarizing the Council's action on each item, including any continuance date, is posted to the same location on the City's website on the following day. If you would like to subscribe to receive agendas via email, sign up for free on the home page of the City's website.

The Planning Commission held a joint public hearing on October 15, 2012. The Commission unanimously adopted Resolution No. 2012-028 recommending that the City Council adopts the findings of the Addendum to the General Plan EIR and the Complete Streets General Plan Amendment.

The public is invited to provide oral testimony at the meeting. Written comments received by 1:00 p.m. on the Wednesday prior to the hearing date will be included with the staff report provided to each Councilmember prior to the hearing. Copies of comments submitted by 12:00 p.m. on the hearing date will be made available to the Council and public at the meeting; however, there is no guarantee that there will be adequate time to read and discuss these comments at the meeting. Individuals who submit comments are encouraged to attend the hearing to answer any questions. Any comments received during the hearing will be distributed to the Councilmembers in the next packet if the item requires an additional hearing. Comments and questions should be directed to the Project Planner, listed below.

Any challenge to the City's decision on this matter in court may be limited to only those issues raised at the public hearings described in this notice, or in written correspondence delivered to the City at, or prior to, the public hearing. California Code of Civil Procedure §1094.6 (review of administrative decisions) is applicable to the City of Lafayette and provides for the review of any decision of the City only if the petition for writ of mandate is filed within 90 days after the decision becomes final.

Project Planner: Leah Greenblat, Transportation Planner • (925) 299-3229 • lgreenblat@ci.lafayette.ca.us

City Council email: cityhall@lovelafayette.org

Date: October 26, 2012



NOTICE OF PUBLIC HEARING

FINAL ENVIRONMENTAL IMPACT REPORT for the TERRACES OF LAFAYETTE PROJECT

State Clearinghouse # 2011072055

The Planning Commission will hold a public hearing to consider certification of the Final Environmental Impact Report ("Final EIR") for the proposed Terraces of Lafayette project, a 315-unit residential development at the southwest corner of Pleasant Hill Road and Deer Hill Road.

The Commission will consider whether the Final EIR for the proposed project is adequate in meeting the requirements of the California Environmental Quality Act ("CEQA"). The Final EIR includes revisions to the Draft Environmental Impact Report and responses to all comments that were made on the Draft EIR during the public review period.

Please note: The Commission will not consider the merits of the proposed project at this meeting. Certification means determining compliance with CEQA, and not a decision on a proposed project. Subsequent public hearings will be held on the proposed project applications in the future after this stage of the environmental review process is completed.

The public hearing will be held on **Monday, January 7, 2013** at 7:00 pm in the Community Hall at the Lafayette Library and Learning Center, 3491 Mount Diablo Boulevard, Lafayette.

Availability of the Final EIR:

- ♦ The Final EIR is online on the City's website at www.ci.lafayette.ca.us.
- ♦ For a CD copy of the Final EIR or for questions, please call 925.284.1968
- ♦ The Final EIR can be viewed at:
 - City of Lafayette Offices - 3675 Mount Diablo Boulevard, Suite 210
 - Lafayette Library and Learning Center Reference Desk - 3491 Mount Diablo Boulevard

If you wish to comment on this matter, you are invited to attend the public hearing or you may submit comments to Ann Merideth, Special Projects Manager, at:

- ♦ Email - amerideth@ci.lafayette.ca.us
- ♦ Fax - 925.284.3169
- ♦ City of Lafayette, 3675 Mount Diablo Boulevard, Suite 210, Lafayette, CA 94549

If you challenge the above-described action in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the City of Lafayette at, or prior to, the public hearing.

Date of Notice: November 26, 2012