



SWAT

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

SOUTHWEST AREA TRANSPORTATION COMMITTEE

MEETING AGENDA

Monday, April 10, 2017
3:00 p.m.

NOTE NEW LOCATION

City of Orinda
22 Orinda Way, Orinda, CA 94563

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 San Ramon Permit Center, 2401 Crow Canyon Road, San Ramon, 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 March 6, 2017

5.B **Consider SWAT Appointments to the Contra Costa Transportation Authority's Technical Coordinating Committee (TCC) for the 2017-2019 Term**

End of Consent Calendar

6. REGULAR AGENDA ITEMS

6.A **Appoint** the SWAT Lamorinda Alternate Representative to the Contra Costa Transportation Authority *(Attachment– Action Required)*

6.B **Update on Funding Allocation for One Bay Area Grant (OBAG) 2 Program** *(Attachment – Action Required)*

7. WRITTEN COMMUNICATIONS (*Attachments – Action as determined necessary*)

- SWAT Meeting Summary – March 6, 2017;
- TRANSPAC Meeting Summary – March 9, 2017;
- TRANSPLAN Meeting Summary – March 9, 2017;
- Contra Costa Transportation Authority Meeting Summary – March 15, 2017

8. DISCUSSION: Next Agenda

9. ADJOURNMENT to Monday, May 1, 2017 3:00 p.m. at City of Orinda

The SWAT Committee will provide reasonable accommodation for persons with disabilities planning to participate in SWAT monthly meetings. Please contact Lisa Bobadilla at least 48 hours before the meeting at (925) 973-2651 or lbobadilla@sanramon.ca.gov.

Staff Contact: Lisa Bobadilla, SWAT Administrative Staff
Phone: (925) 973-2651 / E-Mail: lbobadilla@sanramon.ca.gov.

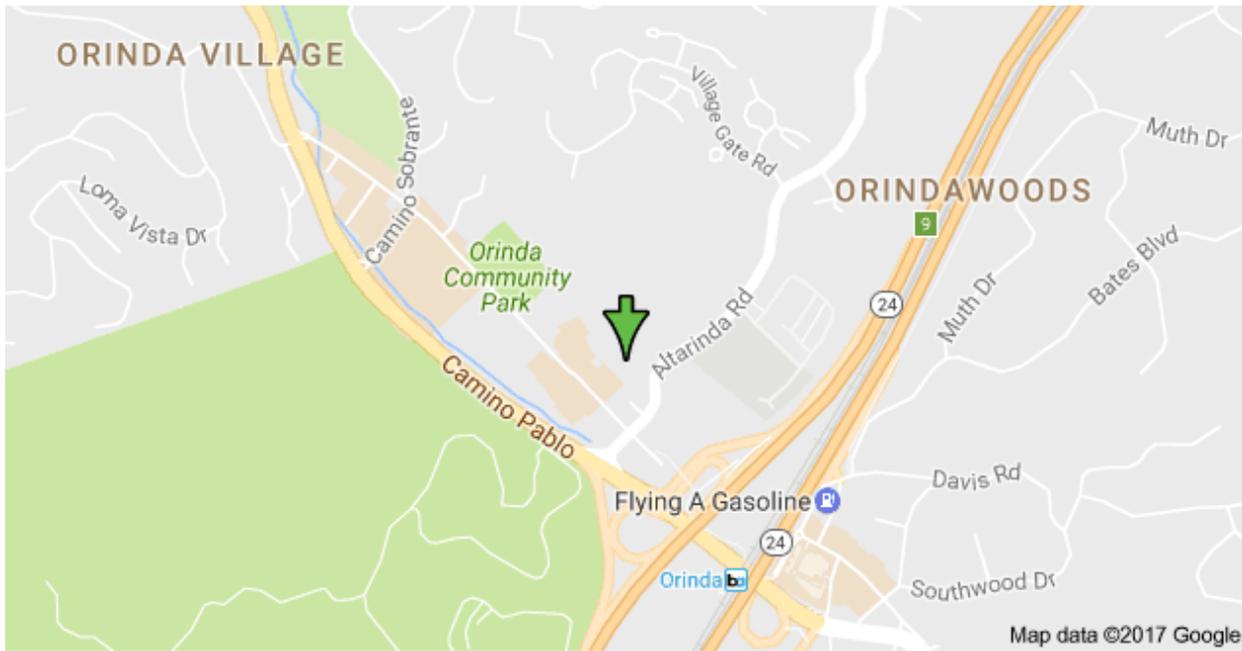
Agendas, minutes and other information regarding this committee can be found at: www.CCTA-SWAT.net

SOUTHWEST AREA TRANSPORTATION COMMITTEE

NEW MEETING LOCATION

MAP

CITY OF ORINDA OFFICES, 22 ORINDA WAY, ORINDA, 94563
SARGE LITTLEHALE COMMUNITY ROOM



AGENDA ITEM 5.A



SWAT

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

SUMMARY MINUTES
March 6, 2017 – 3:00 p.m.
City of Orinda Office
22 Orinda Way
Orinda, California

Committee members present: Amy Worth, City of Orinda (Chair); Dave Trotter, Town of Moraga (Vice Chair); Don Tatzin, City of Lafayette; Karen Stepper, Town of Danville; Candace Andersen; Contra Costa County (via telephone); Dave Hudson, City of San Ramon.

Staff members present: Lisa Bobadilla, City of San Ramon; Andy Dillard, Town of Danville; Larry Theis, City of Orinda; Ellen Clark, Town of Moraga; Darlene Amaral, City of San Ramon; James Hinkamp, City of Lafayette; Robert Sarmiento, Contra Costa County; Jason Chen, City of Orinda.

Others present: Martin Engelmann, CCTA; Brad Beck, CCTA; Nikki Foletta, BART; Mary Grace Houlihan, BART; Stephanie Hu, CCTA; Gayle Israel, Supervisor Andersen Office; Eve Phillips, City of Orinda, Mayor.

1. **CONVENE MEETING/SELF INTRODUCTIONS:** Meeting called to order by Chair Worth at 3:02 p.m.

2. **PUBLIC COMMENT**

3. **BOARD MEMBER COMMENT**

4. **ADMINISTRATIVE ITEMS**

5. **CONSENT CALENDAR:**

5.A **Approval of Minutes:** SWAT Minutes of February 6, 2017

ACTION: APPROVED – Tatzin/Stepper/unanimous

End of Consent Calendar

6. **REGULAR AGENDA ITEMS:**

6.A **Review and Approve** Request to Reprogram \$1.3 million BART Measure J funds from Access Improvements at Orinda and Lafayette Stations (Project# 10003-01) to Lafayette Station Site Improvements (Project# 10003-07).

Nicole Foletta from BART presented this item. BART is proposing a new project titled *Lafayette Station Site Improvements Project*.

Funding Sources (\$ 000s):

1. BART Funds	\$3,840
2. Measure J Funds – BART	\$1,300
3. Prop 84 Grant	\$2,240
Total	\$7,380

The project consists of intermodal improvements in the two lower parking lots on the north side of the Lafayette BART Station. The improvements will enhance station accessibility, vehicular access and pedestrian circulation and safety. Improvements will include new pavement, new sidewalks with ADA curb ramps, new parking lot lighting, and emergency call box, restriping of parking stalls, reconfiguration of vehicle pick-up/drop-off area, new bus stops, new landscaping, and irrigation, and new wayfinding signs. The project will start April 2017.

ACTION: APPROVED – Hudson/Tatzin/unanimous

6.B One Bay Area Grant (OBAG) 2 Status Update

Brad Beck, Contra Costa Transportation Authority (CCTA) presented this item. On September 23, 2016, CCTA released its coordinated Call for Projects for funding available through three programs:

1. One Bay Area Grant (OBAG 2)	\$56,136,000
2. Measure J Transportation for Livable Communities (TLC)	\$27,736,000
3. Measure J Pedestrian, Bicycle, and Trail Facilities (PBTF)	\$ 7,599,000
Total	\$91,471,000

Mr. Beck stated that the initial review and ranking of projects has been done by three (3) separate groups. A group of local Contra Costa staff have reviewed applications for OBAG 2 funding, while applications for the Measure J TLC program will be reviewed by the Regional Transportation Planning Committees (RTPC's). The Countywide Bicycle and Pedestrian Advisory Committee (CBPAC), which also oversees the development and update of the Countywide Bicycle and Pedestrian Plan, will review applications for the PBTF program.

The initial review and ranking of projects has started and will continue to take place over the course of the next three months, with final approval by CCTA on June 21, 2017.

Amy Worth requested from CCTA a list of projects from the last round of OBAG funding.

ACTION: None

6.C City of San Ramon Update on Funding Allocation for One Bay Area Grant (OBAG) 2 Program

Lisa Bobadilla presented this item. Ms. Bobadilla provided SWAT with an update on recent City Council action to allocate \$2M to the Iron Horse Trail/Bollinger Canyon Road Bicycle/Pedestrian Overcrossing Project.

Ms. Bobadilla articulated that San Ramon City Council is requesting that SWAT consider deferring the funding request from the current TLC funding cycle. In

return, San Ramon will defer future OBAG, TLC, and PBTF requests for the next two funding cycles.

SWAT requested SWAT TAC members complete a number of tasks, and provide SWAT with information at the April SWAT meeting. Tasks include:

- Discuss scenarios that could provide level of funding to San Ramon project, while also providing funding for SWAT projects; and
- Provide a summary of SWAT TLC projects that received funding in the last cycle and provide a status update on each projects; and
- Determine if the Authority can “advance” future Measure J TLC funding for a SWAT project.

ACTION: SWAT TAC members will bring a recommendation to the April SWAT meeting.

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

- SWAT Meeting Summary – February 6, 2017;
- TRANSPAC Meeting Summary – February 9, 2017;
- Contra Costa Transportation Authority Meeting Summary – February 15, 2017.

ACTION: None

8. **DISCUSSION:** Next agenda

9. **ADJOURNMENT:** to Monday, April 3, 2017 at 3:00 p.m., The City of Orinda, Sarge Littlehale Community Room, City Hall

ACTION: The April 3, 2017 meeting was rescheduled to Monday, April 10, 2017. Meeting adjourned by Chair Worth at 4:09 p.m.

Staff Contact:

Lisa Bobadilla
City of San Ramon
P (925) 973-2651
F (925) 838-3231
Email address: lbobadilla@sanramon.ca.gov
www.CCTA-SWAT.net

Alternate Staff Contact:

Darlene Amaral
City of San Ramon
P (925) 973-2655
F (925) 838-3231
Email address: damaral@sanramon.ca.gov

AGENDA ITEM 5.B



SWAT

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

DATE: April 10, 2017

TO: Southwest Area Transportation Committee (SWAT)

FROM: SWAT Technical Advisory Committee (TAC)

SUBJECT: Recommendation of Appointments to Contra Costa
Transportation Authority Technical Coordinating Committee
(TCC) for the 2017-2019 Term

At the request of the Contra Costa Transportation Authority, the SWAT TAC has considered and recommends the appointments of the following staff members from the SWAT sub-region to the Authority's TCC for a two-year term, effective April 1, 2017 to March 31, 2019.

	Primary Representative	Alternate Representative
Planning:	Lisa Bobadilla, San Ramon	Ellen Clark, Moraga
Engineering:	Jason Chen, Orinda	Larry Theis, Orinda
Transportation:	Andy Dillard, Danville	James Hinkamp, Lafayette

Staff Contact:

Lisa Bobadilla, SWAT Administrator
Phone: (925) 973-2651
Email: lbobadilla@sanramon.ca.gov

AGENDA ITEM 6.A



SWAT

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

DATE: April 10, 2017

TO: Southwest Area Transportation Committee (SWAT)

FROM: SWAT Technical Advisory Committee (TAC)

SUBJECT: SWAT Lamorinda Alternate Representative Appointment to the Contra Costa Transportation Authority (CCTA) for two-year term effective February 6, 2017 to January 31, 2019.

BACKGROUND

The SWAT representative to the Contra Costa Transportation Authority (CCTA), from the Lamorinda area, is rotated among the jurisdictions of Lafayette, Orinda and Moraga. The Lafayette representative served a two-year term through January 31, 2017. Per the SWAT Rules of Procedure, the Lamorinda representative is scheduled to rotate to the Moraga representative for a two-year term beginning February 2017 through January 31, 2019.

At the February 6, 2017 SWAT meeting, SWAT appointed Dave Trotter, Town of Moraga as the Lamorinda representative to the CCTA for the two-year term ending January 31, 2019. SWAT deferred appointment of the Lamorinda alternate representative.

At the March 15, 2017 CCTA meeting, an Adoption of Ordinance 17-01 to Amend the Contra Costa Transportation Authority's (Authority) Administrative Code, Chapter 1, Article IV, Section 104.6 (c). *The Authority Board adopted Ordinance 17-01 to amend the Authority's Administrative Code, Chapter 1, Article IV, Section 104.6 (c) to allow Ex-Officio Representatives to also serve as Authority Board Member alternates if appointed by their RTPC's providing that the representative cannot simultaneously at any given meeting serve as both the representative and alternate.*

RECOMMENDATION

Appoint a Lamorinda Alternate Representative to the Contra Costa Transportation Authority (CCTA) for two-year term effective February 6, 2017 to January 31, 2019.

ATTACHMENTS:

A - Ordinance 17-01, An Ordinance of the Contra Costa Transportation Authority Amending Chapter 1, Article IV, of the Authority's Administrative Code to revise Section 104.6 (c)

Staff Contact:

Lisa Bobadilla, SWAT Administrator
Phone: (925) 973-2651
Email: lbobadilla@sanramon.ca.gov

**ORDINANCE 17-01****AN ORDINANCE OF THE CONTRA COSTA TRANSPORTATION AUTHORITY AMENDING
CHAPTER 1, ARTICLE IV, OF THE AUTHORITY'S ADMINISTRATIVE CODE TO REVISE
SECTION 104.6 (C)**

WHEREAS, the Contra Costa Transportation Authority (the "Authority") adopted the Administrative Code (the "Code") as Ordinance No. 90-01 on February 21, 1990 as amended through March 15, 2017; and

WHEREAS, the purpose of the Code is to assist the Authority in establishing and maintaining the public trust, specifying the powers and duties of Authority officials, and promulgating policies and procedures aimed at the efficient and effective operation of the Authority; and

WHEREAS, Chapter 1 of the Code establishes the powers and duties of the Authority officers, the method of appointing Authority employees, and methods, procedures and systems of operation and management of the Authority; and

WHEREAS, Chapter 1, Article IV of the Authority's Administrative Code shall be amended to revise Section 104.6 (c) to allow a Board Ex-Officio Representative to also serve as an alternate to a Board Commissioner; and

WHEREAS, the Representative will not be able to simultaneously serve at any given meeting as both the representative and alternate; and

WHEREAS, the Board Ex-Officio Representative must be an Elected Official; and

WHEREAS, by allowing a Board Ex-Officio Representative to also serve as an alternate to a Board Commissioner the Authority will have the opportunity to appoint the individual to serve on other related transportation boards as a representative to the Authority.

NOW, THEREFORE, BE IT ORDAINED AS FOLLOWS that the Contra Costa Transportation Authority hereby:

- 1) Amends Chapter 1, Article IV of the Authority's Administrative Code to revise Section 104.6 (c) as provided for in Exhibit A, attached hereto and incorporated herein by reference, to allow a Board Ex-Officio Representative to also serve as an alternate to a Board Commissioner providing that the Representative does not serve simultaneously at any given meeting as both the representative and the alternate.

SEVERABILITY: If any provision or clause of this Ordinance or the application thereof is held unconstitutional or otherwise invalid by a court of competent jurisdiction, such invalidity shall not affect other provisions, clauses, or applications of this Ordinance which can be implemented without the invalid provision, clause, or application, it being hereby expressly declared that this Ordinance, and each section, subsection, sentence, clause, and phrase hereof would have been prepared, proposed, approved, adopted and/ or ratified irrespective of the fact that any one or more sections, subsections, sentences, clauses, and/or phrases may be declared invalid or unconstitutional.

EFFECTIVE DATE: This ordinance shall be effective immediately upon adoption.

PASSED AND ADOPTED by the Contra Costa Transportation Authority Board of Directors in Walnut Creek, State of California, on March 15, 2017, by the following vote:

AYES: Chair Butt, Vice Chair Glover, and Commissioners Abelson, Arnerich, Haskew, Hudson, Mitchoff, Pierce, Romick, Taylor and Trotter
NOES: None
ABSENT: None
ABSTAIN: None



Tom Butt, Chair

This Ordinance 17-01 was entered into at a meeting of the Contra Costa Transportation Authority held on March 15, 2017, in Walnut Creek, California, and shall become effective as provided above.

Attest:



Tarianne Grover, Clerk of the Board

EXHIBIT A

CHAPTER 1

ADMINISTRATIVE CODE

OF THE

CONTRA COSTA TRANSPORTATION AUTHORITY

ARTICLE IV

OFFICERS AND DUTIES

ARTICLE IV
OFFICERS AND DUTIES

104.6 Representatives.

(a) The Board shall have the authority to establish by resolution, representatives to the Authority, representing transportation and transit agencies and other governmental entities interested or involved in transportation issues in Contra Costa. Each such person shall be referred to as a "Representative". Representatives shall have the following powers:

(1) the right to attend regular sessions of the Board and to participate in the discussion of matters brought before the Board for consideration;

(2) the right to attend regular committee meetings of the Planning and Administrative and Projects Committees of the Board and to participate in the discussion of matters brought before such Committees;

(3) the right to attend regular meetings of such other Board Committees and of such Standing and Advisory Committees as the Board may determine, and to participate in the discussion of matters brought before such committees.

(b) Each Representative shall be designated by the entity represented from among eligible candidates. Each such Representative shall be an Elected Official (i) elected to the Board of Supervisors of, or to the council of a town or city located within, the County, and appointed to the entity represented to the Authority, or (ii) elected to the legislative body of the entity represented to the Authority, and elected at large or to represent a district or ward of such entity which is located wholly or partially within the County. The Board may consider permitting an appointed official as the Representative, if requested by the entity and evidence is provided why an appointed official rather than an Elected Official is more beneficial in that particular circumstance. Each Representative shall have an alternate designated by the entity represented from among eligible candidates for Representative. Representatives shall hold office for one or more terms of one year, subject to replacement by such Representative's alternate at the discretion of the Board if such Representative has been absent from four consecutive meetings of the Board.

(c) Representatives shall not be Commissioners, but may serve as an alternate, provided that such Representative does not serve simultaneously at a meeting as both a Representative and an alternate and is an Elected Official. ~~Representatives and~~ shall have none of the rights or powers of such Commissioners, unless serving as an alternate, except as expressly provided herein. Without limiting the generality of the foregoing, such Representatives shall not:

- (1) have the right to vote with respect to any matter brought before the Board or any Board Committee or Standing or Advisory Committee;
- (2) be counted for purposes of determining the number of persons attending any meeting for quorum or voting purposes;
- (3) be eligible for election or appointment as an officer of the Authority;
- (4) be entitled to attendance fees or other compensation for attendance at meetings of the Authority or any committee thereof;
- (5) be entitled to attend or to otherwise participate in closed sessions of the Board or any Standing or Advisory Committee thereof, unless expressly authorized to attend and participate by the Board or Committee.

1.0 (d) The Board shall have the authority to establish such other conditions and limitations with respect to Representatives as it deems necessary or advisable.

[Amended on April 21, 1993; December 21, 2011, March 15, 2017]

AGENDA ITEM 6.B



SWAT

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

DATE: April 10, 2017

TO: Southwest Area Transportation Committee (SWAT)

FROM: SWAT Technical Advisory Committee (TAC)
By: Lisa Bobadilla, SWAT Administrator

SUBJECT: Consider and Approve Safe Routes to School (SR2S) and Transportation for Livable Communities (TLC) Funding Approach for the SWAT Sub region

BACKGROUND

The Metropolitan Transportation Commission (MTC) is responsible for establishing the procedures for allocating expected federal funding for transportation purposes. In Contra Costa County, the Contra Costa Transportation Authority (CCTA) is responsible for establishing procedures for allocating expected transportation sales tax revenues generated by Measure J.

In November 2015, MTC adopted Resolution No. 4202 that established the “project selection criteria and programming policy for the second round of the One Bay Area Grant Program (OBAG 2) covering Fiscal Years (FYs) 2017–18 through FY 2021–22.” Through the OBAG 2 program, Contra Costa will receive a substantial amount of federal funding that CCTA must program in compliance with set criteria and policies. Simultaneously, the CCTA is considering the next call for projects for Measure J Program 12, Transportation for Livable Communities (TLC) and Program 13, Pedestrian, Bicycle, and Trail Facilities (PBTFs).

DISCUSSION

In September 2016, the Contra Costa Transportation Authority (CCTA) released a Coordinated Call for Projects for the second cycle of the One Bay Area Grant (OBAG 2), Measure J Transportation for Livable Communities (TLC), and Pedestrian, Bicycle, and Trail Facilities (PBTF) Programs, with applications due on December 9, 2016.

Given the requirements of the programs, the review and ranking of projects have been done by three (3) separate groups. A group of local Contra Costa staff reviewed applications for OBAG 2 funding, while applications for the Measure J TLC program have been reviewed by the Regional Transportation Planning Committees (RTPCs). The Countywide Bicycle and Pedestrian Advisory Committee (CBPAC), which also oversees the development and update of the Countywide Bicycle and Pedestrian Plan, reviewed for the PBTF program.

OBAG 2 Competitive Funding

On February 28, 2017, the Authority released a memo to the Regional Transportation Planning Committee's presenting the results for one source of funding the OBAG 2 Competitive program funding. The memo is attached.

The San Ramon Iron Horse Trail Bike/Pedestrian Overcrossing Project has ranked 7th Countywide and 1st within the SWAT region. The Authority policy is to award competitive program funding to the highest ranked project in the sub-region. As the number one ranked project in the SWAT sub-region, the Authority is expected to program \$4.5M for the Iron Horse Overcrossing project.

TLC Funding

The TLC allocation for SWAT sub-region is \$6.6M. At the March 3, 2017 SWAT meeting, the City of San Ramon requested an allocation of \$6.5M. At that time, the City of San Ramon acknowledged that the request for \$6.5M in TLC funds would leave very little funding for other SWAT jurisdictions in this funding cycle. As a compromise, the City of San Ramon proposed to not compete for future OBAG, TLC and PBTF requests for the next two funding cycles.

SWAT did not support San Ramon's request. Rather, SWAT requested SWAT TAC develop a TLC funding plan that would provide a portion of TLC funding to all SWAT jurisdictions.

SWAT TAC met and developed a funding plan in which each SWAT jurisdiction would receive a portion of TLC funding. The plan includes a number of conditions, including:

- SWAT "pre-commits" future TLC for the next two funding cycles to the Iron Horse Trail Overcrossing as follows: a) Cycle 3 TLC funds in the amount of \$2,495,000; and b) Cycle 4 TLC funds in the amount of \$2,494,000. With a pre-commitment of two TLC funding cycles, totaling \$4,989,000, the Iron Horse Trail project will be fully funded fulfilling the OBAG 2 competitive grant criteria. In return for SWAT's pre-commitment of TLC funds, San Ramon will not compete for OBAG Competitive Cycle 3 funding, as well as TLC Cycle 3 and Cycle 4.

- The City of San Ramon will front pre-committed TLC funds and seek reimbursement from the Authority in the year the funds are programmed.
- The pre-commitment of TLC funds from future cycles will be reduced by the amount of additional funding San Ramon secures from *other* fund sources (non-TLC and OBAG) for the Iron Horse Trail Overcrossing.
- The pre-commitment plan will be formalized in an agreement between CCTA and the City of San Ramon.

Based on above, the SWAT TLC funding request for 2017 is:

2017 SWAT TLC	Funding Request	Project
Orinda	\$ 200,000	Downtown Orinda Streetscape Master Plan
Orinda	\$ 58,000	Camino Pablo Bicycle Route Corridor Improvements
Moraga	\$ 990,000	Strategic Bicycle, Pedestrian and Safe Routes to School Improvements
Lafayette ¹	\$ 980,000	Lafayette Town Center Pathway & BART Bike Station
Danville	\$ 1,500,000	Sycamore Valley Park & Ride Lot Improvements
Danville	\$ 75,000	Danville Townwide Bicycle Master Plan
Contra Costa County	\$ 245,000	Iron Horse Trail Active Transportation Corridor Study
San Ramon TLC Funding	\$ 2,511,000	Iron Horse Trail-Bollinger Canyon Road Bike/Ped Overcrossing
Total SWAT Request	\$ 6,559,000	
Total SWAT TLC	\$ 6,559,000	
San Ramon - Pre commitment	\$ 4,989,000	\$2,495,000 (Cycle 3)
		\$2,494,000 (Cycle 4)

Safe Routes to School Program Funding Request is:

Jurisdiction	Request	Project	SWAT TAC Recommendation
Orinda	\$387,000	Glorietta Elementary SRTS	\$387,000
Moraga	\$150,000	Strategic Bicycle, Pedestrian and Safe Routes to School Improvements	\$225,000
San Ramon Valley (San Ramon/Danville/Alamo)	\$300,000	San Ramon Valley Street Smarts	\$300,000

NEXT STEPS

1. Forward recommended project applications and funding plan to Contra Costa Transportation Authority.

ATTACHMENTS:

1. Contra Costa Transportation Authority – Memo – Initial Ranking OBAG 2 Competitive Funding;
2. Contra Costa Transportation Authority – Memo – Recommendations for Second Cycle PBTF Funding; and
3. First Cycle Programming in Southwest County.

Staff Contact:

Lisa Bobadilla, SWAT Administrator
Phone: (925) 973-2651
Email: lbobadilla@sanramon.ca.gov
Web: www.CCTA-SWAT.net



MEMORANDUM

Date February 28, 2017

To RTPC Technical Advisory Committees

From Brad Beck

RE Initial Scoring of Competitive OBAG 2 Applications

During March, the RTPC TACs will be reviewing projects submitted through the Coordinated Call for Projects. This memo presents the results for one component of that “call”, the OBAG 2 Competitive program funding.

In response to the Coordinated Call for Projects, the Authority received 16 applications for funding through the Competitive OBAG program. This program, funded through the federal Congestion Mitigation-Air Quality (CMAQ) program, is intended to support Transportation for Livable Communities and bicycle and pedestrian projects that support infill development, vibrant communities and alternatives to the single-occupant vehicles. About \$17.9 million is available to projects in Contra Costa through the Competitive OBAG program.

The applications were reviewed by Authority staff and the OBAG / Measure J Working Group, a committee of local staff. The Working Group is made up of:

- Ahmed Abu-Aly, Antioch
- Lisa Bobadilla, San Ramon
- Nikki Foletta, BART
- Leah Greenblat, WCCTAC
- Mary Halle, Contra Costa County

- Eric Hu, Pleasant Hill
- Nathan Landau, AC Transit
- Yvetteh Ortiz, El Cerrito

Authority staff reviewed half of the 20 criteria and the Working Group reviewed the other half. The OBAG Working Group met on February 22, 2017 to review the scoring and agree on the initial ranking of the project applications. The Working Group discussed the proposed projects and how well each meets the established criteria. Following this discussion, the Working Group made some adjustments in the scoring to develop the following first round of recommendations.

The first table lists the project applications, shown in order of their scores. The second set of tables show the project scoring by subregion; the Authority earlier agreed to fund the highest-scoring project in each subregion applying for Competitive OBAG funds, assuming it meets all of the other OBAG criteria. The final table lists the recommended funding priorities, with the four highest-scoring projects from each subregion listed first.

Next Steps

The recommended project funding outlined in this memo is the first step in the process of developing the funding plan for the Coordinated Call for Projects. The RTPCs have the responsibility for recommending projects for funding through the TLC program (Measure J Program 12) and the OBAG Safe Routes to School program. The Countywide Bicycle and Pedestrian Advisory Committee (CBPAC) has the responsibility for recommending projects for funding through the Pedestrian, Bicycle and Trail Facilities (PBTF) program (Measure J Program 13). In addition, we will forward the Competitive OBAG scoring to project sponsors for their review and response which could result in some adjustments in scoring of the applications for Competitive OBAG funding.

Once Authority staff has these recommendations and comments, we will develop a proposed funding plan. Depending on the recommendations from the RTPCs and CBPAC and on the responses from project sponsors to the initial scoring, we may recommend funding some of the following projects using these other funding sources instead.

We will review and revise the draft funding program with the OBAG Working Group before sending it to the TCC, Planning Committee and Authority for approval. This review is expected in May and June.

Initial Project Scoring

ID	Project	Sponsor	Score
CCP-52	El Cerrito del Norte TOD Complete Streets Improvement	El Cerrito	80.8
CCP-43	BART Pedestrian Bicycle Connectivity Project	Pittsburg	79.8
CCP-21	Monument Boulevard Class I Path	Concord	75.0
CCP-42	Bailey Road Complete Streets Project	Contra Costa County	74.8
CCP-04	Olympic Corridor Improvement - Bike Ped Facilities	Walnut Creek	72.3
CCP-57	Iron Horse Trail/Bollinger Canyon Rd Bike Ped Overcrossing	San Ramon	68.3
CCP-48	Contra Costa Blvd Improvement Project (Viking Dr. to Harriett Dr.)	Pleasant Hill	67.3
CCP-55	Harbour Way & 16th Street Complete Streets Project	Richmond	64.0
CCP-60	Lafayette Town Center Pathway & BART Bike Station	Lafayette & BART	63.6
CCP-45	Camino Pablo Bicycle Route Corridor Improvements	Orinda	61.7
CCP-31	Willow/Palm Ave Pedestrian Walkway	Hercules	61.2
CCP-25	SF Bay Trail - Pinole Shores to Bayfront Park, Construction	EBRPD	60.7
CCP-59	L Street Pathway to Transit-Bike Ped Improvement	Antioch	55.8
CCP-73	Ward Street Area Ped and Streetscape Project	Martinez	53.7
CCP-63	Pittsburg/BayPoint Station Access Improvement	BART	53.2
CCP-22	Oakley MultiModal Parking Lots Project	Oakley	52.2

Project Scoring by Subregion

WEST COUNTY

<i>ID</i>	<i>Project Name</i>	<i>Sponsor</i>	<i>Score</i>	<i>Ranking</i>
CCP-52	El Cerrito del Norte TOD Complete Streets Improvement	El Cerrito	80.8	1
CCP-55	Harbour Way & 16th Street Complete Streets Project	Richmond	64.0	8
CCP-25	SF Bay Trail - Pinole Shores to Bayfront Park, Construction	EBRPD	60.7	12
CCP-31	Willow/Palm Ave Pedestrian Walkway	Hercules	61.2	11

CENTRAL COUNTY

<i>ID</i>	<i>Project Name</i>	<i>Sponsor</i>	<i>Score</i>	<i>Ranking</i>
CCP-21	Monument Boulevard Class I Path	Concord	75.0	3
CCP-04	Olympic Corridor Improvement - Bike Ped Facilities	Walnut Creek	72.3	5
CCP-48	Contra Costa Blvd Improvement Project (Viking Dr to Harriett Dr)	Pleasant Hill	67.3	7
CCP-73	Ward Street Area Ped and Streetscape Project	Martinez	53.7	14

EAST COUNTY

<i>ID</i>	<i>Project Name</i>	<i>Sponsor</i>	<i>Score</i>	<i>Ranking</i>
CCP-43	BART Pedestrian Bicycle Connectivity Project	Pittsburg	79.8	2
CCP-42	Bailey Road Complete Streets Project	Contra Costa County	74.8	4
CCP-59	L Street Pathway to Transit-Bike Ped Improvement	Antioch	55.8	13
CCP-63	Pittsburg/BayPoint Station Access Improvement	BART	53.2	15
CCP-22	Oakley MultiModal Parking Lots Project	Oakley	52.2	16

SOUTHWEST COUNTY

<i>ID</i>	<i>Project Name</i>	<i>Sponsor</i>	<i>Score</i>	<i>Ranking</i>
CCP-57	Iron Horse Trail/Bollinger Canyon Rd Bike Ped Overcrossing	San Ramon	68.3	6
CCP-60	Lafayette Town Center Pathway & BART Bike Station	Lafayette & BART	63.6	9
CCP-45	Camino Pablo Bicycle Route Corridor Improvements	Orinda	61.7	10

Initial Project Funding Recommendations

The table on the following page lists the project applications in priority order, with the highest-scoring projects in each of the four subregions listed first. About \$17.9 million in funding is available through the Competitive OBAG program which means that only those top four projects can be fully funded; the fifth-ranked project — Bailey Road Compete Streets — would only receive \$680,000 of the \$3.8 million requested.

As noted above, these initial project funding recommendations could be adjusted in response to the recommendations from the RTPCs on TLC and SRTS funding and from the CBPAC on the PBTF funding. Some projects may depend on receiving funding from the Measure J TLC and/or PBTF programs. If they do not receive funding from those programs, they may no longer be fully-funded and, thus, no longer eligible for the Competitive OBAG funds. Others may receive TLC or PBTF funding, and may no longer need all of the requested Competitive OBAG funds. In either instance, additional Competitive OBAG funding may be available to fully fund the Bailey Road or other projects.

Since sponsors must show that the project is fully funded to receive any OBAG funds, not receiving funding from those other programs may mean that the sponsors will not be able to receive Competitive OBAG funding.

RECOMMENDED FUNDING PRIORITIES

ID	Project Name	Sponsor	Region	Score	Ranking	Request	Cumulative
CCP-52	El Cerrito del Norte TOD Complete Streets Improvement	El Cerrito	West	80.8	1	\$4,500	\$4,500
CCP-43	BART Pedestrian Bicycle Connectivity Project	Pittsburg	East	79.8	2	\$3,870	\$8,370
CCP-21	Monument Boulevard Class I Path	Concord	Central	75.0	3	\$4,368	\$12,738
CCP-57	Iron Horse Trail/Bollinger Canyon Rd Bike Ped Overcrossing	San Ramon	Southwest	68.3	6	\$4,500	\$17,238
CCP-42	Bailey Road Complete Streets Project	Contra Costa County	East	74.8	4	\$3,835	\$21,073
CCP-04	Olympic Corridor Improvement - Bike Ped Facilities	Walnut Creek	Central	72.3	5	\$3,894	\$24,967
CCP-48	Contra Costa Blvd Improvement Project (Viking Dr to Harriett Dr)	Pleasant Hill	Central	67.3	7	\$4,500	\$29,467
CCP-55	Harbour Way & 16th Street Complete Streets Project	Richmond	West	64.0	8	\$3,935	\$33,402
CCP-60	Lafayette Town Center Pathway & BART Bike Station	Lafayette & BART	Southwest	63.6	9	\$1,979	\$35,381
CCP-45	Camino Pablo Bicycle Route Corridor Improvements	Orinda	Southwest	61.7	10	\$484	\$35,865
CCP-31	Willow/Palm Ave Pedestrian Walkway	Hercules	West	61.2	11	\$1,058	\$36,923
CCP-25	SF Bay Trail - Pinole Shores to Bayfront Park, Construction	EBRPD	West	60.7	12	\$1,000	\$37,923
CCP-59	L Street Pathway to Transit-Bike Ped Improvement	Antioch	East	55.8	13	\$2,092	\$40,015
CCP-73	Ward Street Area Ped and Streetscape Project	Martinez	Central	53.7	14	\$1,897	\$41,912
CCP-63	Pittsburg/BayPoint Station Access Improvement	BART	East	53.2	15	\$4,500	\$46,412
CCP-22	Oakley MultiModal Parking Lots Project	Oakley	East	52.2	16	\$4,350	\$50,762



MEMORANDUM

Date April 5, 2017

To Project Sponsors and RTPC Managers

From Brad Beck

RE **Recommendations for Second Cycle PBTF Funding**

The following memo contains the funding recommendations for the second cycle of Measure J Pedestrian, Bicycle and Trail Facilities (PBTF) program approved by the Countywide Bicycle and Pedestrian Advisory Committee (CBPAC) at its regular meeting on March 27, 2017. The recommendations are based on the CBPAC's review and ranking of the applications submitted against the criteria adopted by the Authority as well as visits to 13 of the most-highly rated project sites.

Background

As part of the Coordinated Call for Projects, the Authority received 27 requests for PBTF program funding. Subsequently, the County asked that two of its projects — the Fred Jackson Way and the Pacheco Boulevard pedestrian and streetscape improvements — be removed from consideration. The remaining 25 requests totaled between \$19.8 and \$21.2 million, depending on whether the project is requesting PBTF funds with or without OBAG funds as part of its funding plan. About \$7.9 million in PBTF funds, however, is available.

Because of the large number of applications received, they were divided among the CBPAC members for review. No member reviewed a project that their agency sponsored or a project from their subregion. Each application was reviewed by at

least four members. This review resulted in a preliminary ranking and agreement that:

1. The top two most highly-ranked projects would be recommended for funding, and
2. the CBPAC would tour the ten or so lower-ranked projects around the funding cut-off line — the lowest-ranked projects would not be visited during the tour — to inform the final ranking

Reviewers sometimes scored the same applications quite differently and the CBPAC asked staff to look at how adjusting scores based on how strict or lenient each reviewer was. Based on those adjustments, staff increased the number of projects visited to 13.

The tour took place on March 27, 2017, the date of the regularly-scheduled March CBPAC meeting. Following the tour, the members ranked the projects visited in order of how well those projects met the PBTF criteria. During the tour, CBPAC particularly raised questions about the number of users served, the safety and comfort benefits of the project, and how far along the sponsor is in project design.

The following table shows the project rankings based on the review of the applications and the site visits. If no supplemental funds are available, the PBTF program could fund all or part of nine projects. If some funds are available through the Competitive OBAG, TLC or other programs, some additional projects could also be funded. Trying to maximize the number of projects funded is one of the objectives of the Coordinated Call for Projects.

Project Ranking

The following table lists the projects submitted in priority order with their maximum request, the cumulative requests and amount remaining after allocating funding to each project. Assuming no other funding from either the TLC or OBAG Competitive programs could be used to replace the PBTF funding, all or part of the top nine projects would be funded.

Recommended Project Rankings

Rankings based on CBPAC review of applications and site visits.

ID	Project	Sponsors	Ranking	Max Request	Cumulative	Remaining
CCP-25	SF Bay Trail - Pinole Shores to Bayfront Park, Construction	EBRPD	1	\$1,000	\$1,000	\$6,918
CCP-43	BART Pedestrian Bicycle Connectivity Project	Pittsburg	2	\$600	\$1,600	\$6,318
CCP-48	Contra Costa Blvd Improvement Project (Viking Dr to Harriett Dr)	Pleasant Hill	3	\$1,000	\$2,600	\$5,318
CCP-67	Rumrill Boulevard Complete Streets (Phase 11)	San Pablo	4	\$1,000	\$3,600	\$4,318
CCP-05	SF Bay Trail - Lone Tree Point (Rodeo to Hercules)	EBRPD	5	\$1,000	\$4,600	\$3,318
CCP-60	Lafayette Town Center Pathway & BART Bike Station	Lafayette & BART	6	\$1,000	\$5,600	\$2,318
CCP-01	North Shore Bay Trail Gap Closure	Richmond	7	\$976	\$6,576	\$1,342
CCP-64	Plaza San Pablo Greenway Trail	San Pablo	8	\$1,000	\$7,576	\$342
CCP-45	Camino Pablo Bicycle Route Corridor Improvements	Orinda	8	\$550	\$8,126	-\$208
CCP-59	L Street Pathway to Transit-Bike Ped Improvement	Antioch	10	\$187	\$8,313	-\$395
CCP-44	Bike Route Network on Barrett Avenue	Richmond	10	\$1,000	\$9,313	-\$1,395
CCP-39	Strategic Bicycle, Pedestrian and Safe Routes to School Improvements	Moraga	12	\$990	\$10,303	-\$2,385
CCP-18	El Cerrito del Norte Station Access Improvement Project	BART	13	\$931	\$11,234	-\$3,316
CCP-68	San Pablo Ave Bike Improvements over BNSF	Pinole	14	\$1,736	\$12,970	-\$5,052
CCP-16	East Downtown Concord Neighborhood Sidewalk Gap Closure	Concord	15	\$611	\$13,581	-\$5,663
CCP-31	Willow/Palm Ave Pedestrian Walkway	Hercules	16	\$1,000	\$14,581	-\$6,663

Project Sponsors and RTPC Managers

April 5, 2017

Page 4

ID	Project	Sponsors	Ranking	Max Request	Cumulative	Remaining
CCP-11	Arlington Boulevard Pedestrian Safety Improvements, Phase 1	El Cerrito	17	\$1,000	\$15,581	-\$7,663
CCP-08	Walker Avenue Sidewalk Improvements	Walnut Creek	18	\$817	\$16,398	-\$8,480
CCP-27	Sycamore/San Pablo Pedestrian Walkway	Hercules	19	\$901	\$17,299	-\$9,381
CCP-57	Iron Horse Trail/Bollinger Canyon Rd Bike Ped Overcrossing	San Ramon	20	\$1,000	\$18,299	-\$10,381
CCP-65	Pleasant Hill Road Improvement (Gregory Lane to Taylor)	Pleasant Hill	21	\$1,000	\$19,299	-\$11,381
CCP-37	Reliez Valley Road Trail Spur	Martinez	22	\$192	\$19,491	-\$11,573
CCP-66	Rodeo Downtown Infrastructure Project	Contra Costa County	23	\$470	\$19,961	-\$12,043
CCP-41	Appian Way/Valley View Road Intersection Improvements	Contra Costa County	24	\$1,000	\$20,961	-\$13,043
CCP-47	Clayton Town Center Ped Safety Improvements	Clayton	25	\$252	\$21,213	-\$13,295

Measure J Transportation for Livable Communities Program

First Cycle Programming in Southwest County

<i>Expenditures</i>	<i>Sponsor</i>	<i>TLC Programming (\$1,000s)</i>
Livable Moraga Road	Moraga	\$ 335.0
Iron Horse Trail Corridor Improvements	San Ramon	\$ 360.0
East End Ped/Bike & Streetscape Improvements, Phase 1	Lafayette	\$ 540.0
San Ramon Valley Iron Horse Trail Bicycle/Pedestrian Overcrossings	San Ramon	\$ 620.0
Downtown Danville Multimodal Access Improvements	Danville	\$ 795.0
Stone Valley Road Bike Lane Gap Closure	Contra Costa County	\$ 680.0
Olympic Corridor Trail Connector Study	Contra Costa County	\$ 97.5
San Ramon Citywide Bicycle Masterplan *	San Ramon	\$ 75.0
Diablo Road Circulation Improvements *	Danville	\$ 75.0
Total		\$ 3,577.5

* Replaced funding for the San Ramon Valley Transit Access and Connectivity Study

AGENDA ITEM 7



SWAT

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

March 8, 2017

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

RE: SWAT Meeting Summary Report for March 2017

Dear Mr. Iwasaki:

The Southwest Area Transportation Committee ("SWAT") met on Monday, March 6, 2017. The following is a summary of the meeting and action items:

1. **Approved** BART Request to Re-Program \$1.3 million BART Measure J funds from Access Improvements at Orinda and Lafayette Stations (Project #10003-01) to Lafayette Station Site Improvements (Project #10003-07).
2. **Received** Status Update One Bay Area Grant (OBAG) 2 Program.
3. **Received** status update from City of San Ramon regarding Funding Allocation for One Bay Area Grant (OBAG) 2 Program.

The next SWAT meeting will take place **Monday, April 10, 2017**. Please contact me at (925) 973-2651, or email at lbobadilla@sanramon.ca.gov, if you should have any questions.

All the best,

A handwritten signature in black ink, appearing to read "Lisa".

Lisa Bobadilla
SWAT Administrator

Cc: Hisham Noeimi, CCTA; SWAT; SWAT TAC; Anita Tucci-Smith, TRANSPAC; John Nemeth, WCCTAC; Jamar Stamps, TRANSPLAN

TRANSPAC Transportation Partnership and Cooperation
Clayton, Concord, Martinez, Pleasant Hill, Walnut Creek and Contra Costa County
1676 North California Boulevard, Suite 400
Walnut Creek, CA 94596
(925) 937-0980

March 10, 2017

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

Re: Status Letter for TRANSPAC Meeting – March 9, 2017

Dear Mr. Iwasaki:

At its regular meeting on March 9, 2017, the TRANSPAC Board of Directors took the following actions that may be of interest to the Transportation Authority:

1. Elected Director Mitchoff as Chair, and Director Pierce as Vice Chair of the TRANSPAC Committee.
2. Approved BART request to program an additional \$900,000 from Measure J Line 10001-02 for the Electronic Bicycle Facilities – Central County BART Stations Project, providing a total of \$1.805 million of Measure J funds for the project, and referred the recommendation to the CCTA Board for approval.
3. Approved Scenario D to forward to CCTA for the programming recommendations for the TRANSPAC Measure J and SRTS programs of the CCTA Coordinated Call for Projects. The program recommendation will be forwarded to CCTA under a separate transmittal.
4. Authorized the Managing Director to enter into a contract with Anita L. Tucci-Smith, LLC to provide Secretary/Clerk of the Board services for TRANSPAC for the term of November 21, 2016 (retroactive) to June 30, 2018 for a time and materials contract that is not to exceed \$115,000.
5. Approved the revision of TRANSPAC principal office location to 1676 North California Boulevard, Suite 400, in Walnut Creek.
6. Received an update on Regional Measure 3 (RM3).

TRANSPAC hopes that this information is useful to you.

Sincerely,

A handwritten signature in blue ink that reads "Matt Todd". The signature is written in a cursive, slightly slanted style.

Matthew Todd
TRANSPAC Managing Director

cc: TRANSPAC Representatives; TRANSPAC TAC and staff
Martin Engelmann, Hisham Noeimi, Brad Beck (CCTA)
Jamar I. Stamps, TRANSPLAN; Salvatore (Sal) Evola, Chair, TRANSPLAN
Lisa Bobadilla, SWAT; Amy Worth, Chair, SWAT
John Nemeth, WCCTAC; Janet Abelson, Chair, WCCTAC
Tarienne Grover, CCTA
June Catalano, Diane Bentley (City of Pleasant Hill)

TRANSPLAN COMMITTEE

EAST COUNTY TRANSPORTATION PLANNING

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

March 14, 2017

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 March 9, 2017.

REAPPOINT Commissioner Bruce Ohlson (Pittsburg) and Paul Reinders (Pittsburg) to the Contra Costa Transportation Authority Countywide Bicycle and Pedestrian Advisory Committee, as recommended by the TRANSPLAN Technical Advisory Committee. The subject appointments were unanimously approved by the TRANSPLAN Committee.

APPROVE TRANSPLAN Technical Advisory Committee recommendation for “OneBayArea” Grant Cycle 2 Safe Routes to School funding and DIRECT TRANSPLAN staff to forward funding recommendation to the Contra Costa Transportation Authority. TRANSPLAN unanimously approved the Technical Advisory Committee’s recommendation as shown in Table 1 below. The City of Antioch’s project, scoring the highest, is recommended for OBAG2 Safe Routes to School funding.

Table 1

Jurisdiction	Project ID	Application	Total Request	Total Project Cost	Final Score
Antioch	CCP-59	L Street Pathway to Transit-Bike Ped Improvement	\$1,223,000	\$2,600,000	33
Oakley	CCP-24	Safe Routes to Orchard Park Elementary School	\$1,223,000	\$1,901,000	30
Brentwood	CCP-03	Empire Avenue at Amber Lane Traffic Signal	\$366,000	\$414,000	23
GRAND TOTAL			\$2,812,000	\$4,915,000	

Should you have any questions, please do not hesitate to contact me at (925) 674-7832 or email at jamar.stamps@dcd.cccounty.us.

Sincerely,



Jamar Stamps, TRANSPLAN Staff

c: TRANSPLAN Committee
L. Bobadilla, SWAT/TVTC
M. Todd, TRANSPAC
J. Nemeth, WCCTAC

T. Grover, CCTA
J. Townsend, EBRPD
D. Dennis, ECCRFFA

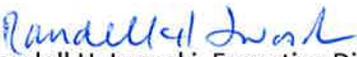


COMMISSIONERS

- Tom Butt,
Chair
- Federal Glover
Vice Chair
- Janet Abelson
- Newell Americh
- Loella Haskew
- David Hudson
- Karen Mitchoff
- Julie Pierce
- Kevin Romick
- Robert Taylor
- Dave Trotter

MEMORANDUM

To: Matt Todd, TRANSPAC
 Lisa Bobadilla, SWAT
 Jamar Stamps, TRANSPLAN, TVTC
 John Nemeth, WCCTAC
 Ellen Clark, LPMC

From: 
 Randell H. Iwasaki, Executive Director

Date: March 17, 2017

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

At its March 15, 2017 meeting, the Authority discussed the following items, which may be of interest to the Regional Transportation Planning Committees:

1. **Status of the Growth Management Program (GMP) Checklist**

Approvals. The Measure J GMP requires that every two years local jurisdictions report GMP compliance activities to the Authority by submittal of a Compliance Checklist. The deadline for submittal of the Calendar Years (CY) 2014 & 2015 GMP Checklist is June 30, 2017. At present, 9 of the 20 local jurisdictions have submitted a Checklist. The remaining 11 jurisdictions must either submit a completed Checklist by July 1, 2017, or submit a "Statement of Progress" indicating the schedule for submittal. Failure to submit a Checklist or "Statement of Progress" constitutes non-compliance with the GMP and potential withholding of Measure J Local Street Maintenance and Improvement funds (18 percent). *The Authority Board received a status update on the GMP Checklist Approvals and accepted the report. Staff was directed by the Planning Committee to include a monthly status GMP Compliance checklist submittal report in future meeting agendas.*

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

2. **Adoption of Ordinance 17-01 to Amend the Contra Costa Transportation Authority's (Authority) Administrative Code, Chapter 1, Article IV, Section 104.6 (c).** Staff seeks adoption of Ordinance 17-01 to approve the proposed revisions to amend the Authority's Administrative Code, Chapter 1, Article IV, Section 104.6 (c). *The Authority Board adopted Ordinance 17-01 to amend the Authority's Administrative Code, Chapter 1, Article IV, Section 104.6 (c) to allow Ex-Officio Representatives to also serve as Authority Board Member alternates if appointed by their RTPCs providing that the representative cannot simultaneously at any given meeting serve as both the representative and alternate.*



CONTRA COSTA
transportation
authority

ORDINANCE 17-01

**AN ORDINANCE OF THE CONTRA COSTA TRANSPORTATION AUTHORITY AMENDING
CHAPTER 1, ARTICLE IV, OF THE AUTHORITY'S ADMINISTRATIVE CODE TO REVISE
SECTION 104.6 (C)**

WHEREAS, the Contra Costa Transportation Authority (the "Authority") adopted the Administrative Code (the "Code") as Ordinance No. 90-01 on February 21, 1990 as amended through March 15, 2017; and

WHEREAS, the purpose of the Code is to assist the Authority in establishing and maintaining the public trust, specifying the powers and duties of Authority officials, and promulgating policies and procedures aimed at the efficient and effective operation of the Authority; and

WHEREAS, Chapter 1 of the Code establishes the powers and duties of the Authority officers, the method of appointing Authority employees, and methods, procedures and systems of operation and management of the Authority; and

WHEREAS, Chapter 1, Article IV of the Authority's Administrative Code shall be amended to revise Section 104.6 (c) to allow a Board Ex-Officio Representative to also serve as an alternate to a Board Commissioner; and

WHEREAS, the Representative will not be able to simultaneously serve at any given meeting as both the representative and alternate; and

WHEREAS, the Board Ex-Officio Representative must be an Elected Official; and

WHEREAS, by allowing a Board Ex-Officio Representative to also serve as an alternate to a Board Commissioner the Authority will have the opportunity to appoint the individual to serve on other related transportation boards as a representative to the Authority.

NOW, THEREFORE, BE IT ORDAINED AS FOLLOWS that the Contra Costa Transportation Authority hereby:

- 1) Amends Chapter 1, Article IV of the Authority's Administrative Code to revise Section 104.6 (c) as provided for in Exhibit A, attached hereto and incorporated herein by reference, to allow a Board Ex-Officio Representative to also serve as an alternate to a Board Commissioner providing that the Representative does not serve simultaneously at any given meeting as both the representative and the alternate.

SEVERABILITY: If any provision or clause of this Ordinance or the application thereof is held unconstitutional or otherwise invalid by a court of competent jurisdiction, such invalidity shall not affect other provisions, clauses, or applications of this Ordinance which can be implemented without the invalid provision, clause, or application, it being hereby expressly declared that this Ordinance, and each section, subsection, sentence, clause, and phrase hereof would have been prepared, proposed, approved, adopted and/ or ratified irrespective of the fact that any one or more sections, subsections, sentences, clauses, and/or phrases may be declared invalid or unconstitutional.

EFFECTIVE DATE: This ordinance shall be effective immediately upon adoption.

PASSED AND ADOPTED by the Contra Costa Transportation Authority Board of Directors in Walnut Creek, State of California, on March 15, 2017, by the following vote:

AYES: Chair Butt, Vice Chair Glover, and Commissioners Abelson, Arnerich, Haskew, Hudson, Mitchoff, Pierce, Romick, Taylor and Trotter
NOES: None
ABSENT: None
ABSTAIN: None



Tom Butt, Chair

This Ordinance 17-01 was entered into at a meeting of the Contra Costa Transportation Authority held on March 15, 2017, in Walnut Creek, California, and shall become effective as provided above.

Attest:



Tarien Grover, Clerk of the Board

EXHIBIT A

CHAPTER 1

ADMINISTRATIVE CODE

OF THE

CONTRA COSTA TRANSPORTATION AUTHORITY

ARTICLE IV

OFFICERS AND DUTIES

ARTICLE IV
OFFICERS AND DUTIES

104.6 Representatives.

(a) The Board shall have the authority to establish by resolution, representatives to the Authority, representing transportation and transit agencies and other governmental entities interested or involved in transportation issues in Contra Costa. Each such person shall be referred to as a "Representative". Representatives shall have the following powers:

(1) the right to attend regular sessions of the Board and to participate in the discussion of matters brought before the Board for consideration;

(2) the right to attend regular committee meetings of the Planning and Administrative and Projects Committees of the Board and to participate in the discussion of matters brought before such Committees;

(3) the right to attend regular meetings of such other Board Committees and of such Standing and Advisory Committees as the Board may determine, and to participate in the discussion of matters brought before such committees.

(b) Each Representative shall be designated by the entity represented from among eligible candidates. Each such Representative shall be an Elected Official (i) elected to the Board of Supervisors of, or to the council of a town or city located within, the County, and appointed to the entity represented to the Authority, or (ii) elected to the legislative body of the entity represented to the Authority, and elected at large or to represent a district or ward of such entity which is located wholly or partially within the County. The Board may consider permitting an appointed official as the Representative, if requested by the entity and evidence is provided why an appointed official rather than an Elected Official is more beneficial in that particular circumstance. Each Representative shall have an alternate designated by the entity represented from among eligible candidates for Representative. Representatives shall hold office for one or more terms of one year, subject to replacement by such Representative's alternate at the discretion of the Board if such Representative has been absent from four consecutive meetings of the Board.

(c) Representatives shall not be Commissioners, but may serve as an alternate, provided that such Representative does not serve simultaneously at a meeting as both a Representative and an alternate and is an Elected Official. ~~Representatives and~~ shall have none of the rights or powers of such Commissioners, unless serving as an alternate, except as expressly provided herein. Without limiting the generality of the foregoing, such Representatives shall not:

- (1) have the right to vote with respect to any matter brought before the Board or any Board Committee or Standing or Advisory Committee;
- (2) be counted for purposes of determining the number of persons attending any meeting for quorum or voting purposes;
- (3) be eligible for election or appointment as an officer of the Authority;
- (4) be entitled to attendance fees or other compensation for attendance at meetings of the Authority or any committee thereof;
- (5) be entitled to attend or to otherwise participate in closed sessions of the Board or any Standing or Advisory Committee thereof, unless expressly authorized to attend and participate by the Board or Committee.

1.0 (d) The Board shall have the authority to establish such other conditions and limitations with respect to Representatives as it deems necessary or advisable.

[Amended on April 21, 1993; December 21, 2011, March 15, 2017]

Administration and Projects Committee **STAFF REPORT**

Meeting Date: March 2, 2017

Subject	<u>Adoption of Ordinance 17-01 to Amend the Approval of Proposed Revisions to Contra Costa Transportation Authority's (Authority) Administrative Code, Chapter 1, Article IV, Section 104.6 (c)</u>
Summary of Issues	The proposed revisions would clarify and make consistent various sections of the Authority's Administrative Code, Chapter 1, Article IV, Section 104.6 (c).
Recommendations	Staff seeks <u>adoption of Ordinance 17-01 to approve</u> approval of the proposed revisions to <u>amend</u> the Authority's Administrative Code, Chapter 1, Article IV, Section 104.6 (c).
Financial Implications	None
Options	<ol style="list-style-type: none"> 1. Do not approve the recommendation to revise the Administrative Code. 2. Suggest alternative language for the revision.
Attachments (<i>Revised Attachment A</i>)	A. <u>Ordinance 17-01 to Amend the Authority's Administrative Code, Chapter 1. Article IV, Section 104.6 (c), <u>with</u> proposed revisions, redline/strikeout - Revised</u>
Changes from Committee	<i>None. The Committee was advised that an Ordinance was being drafted for adoption at the Authority Board.</i>

Background

Article IV, Section 104.6 (c)

This revision would provide language to allow for a Board Ex-officio Representative to also serve as an alternate to a Board Commissioner providing that the Representative cannot simultaneously at any given meeting serve as the representative and alternate. Currently the administrative code language does not allow a Representative to also be an alternate.

In some instances, the Authority has an opportunity to appoint Commissioners to represent the Authority on other related transportation boards. The Administrative Code, as written, is clear that Representatives (ex-officio representatives) are not Commissioners, and Commissioner Alternates are considered Commissioners. The Administrative Code clarifies the determination that Representatives shall not be Commissioners for the following reasons:

1. Representatives do not have the right to vote;
2. Representatives cannot be counted for purposes of a meeting quorum;
3. Representatives are not eligible for election or appointment as an officer;
4. Representatives are not entitled to receive attendance fees or other compensation for attendance at meetings; and
5. Representatives are not entitled to attend or participate in closed sessions of meetings.

The revision, as proposed, would not be in any conflict of these stated reasons because at any particular meeting the Representative would either be the ex-officio representative or the alternate, but not both. If the representative was needed to sit as the alternate for a given meeting the representative's alternate would take the representative's seat. Staff seeks approval of adoption of Ordinance 17-01 to approve the proposed revisions to the Authority's Administrative Code, Chapter 1, Article IV, Section 104.6 (c).