



# SWAT

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**SUMMARY MINUTES**  
**January 7, 2008**  
**District 2 Supervisor's Office**  
**3338 Mt. Diablo Road**  
**Lafayette, CA**

**Committee Members Present:** Dave Hudson, City of San Ramon; Gayle Uilkema, Contra Costa County; Candace Andersen, Town of Danville; Amy Worth, City of Orinda; Mike Metcalf, Town of Moraga

**Staff members present:** Lisa Bobadilla, Tai Williams, Andy Dillard, Leah Greenblat, John Cunningham, Monica Pacheco, Calvin Wong

**Others present:** Karen Stepper, Town of Danville; Brad Beck, CCTA;

Meeting convened with a quorum by Chair Hudson at 3:00 p.m.

1. **Call to Order/Self Introductions**
2. **Public Comment:** None
3. **Board Member Comment:** None
4. **Administrative Items:** Andy Dillard recorded the minutes. Extra agenda packets and handouts were made available.
5. **Adoption of Agenda:**  
The Committee took action to adopt the agenda as written.  
**ACTION:** Unanimous
6. **Review/Approval of Minutes from December 3, 2007**  
**ACTION:** Unanimous

7. **Appoint the new SWAT Chair and Vice Chair**

The Committee took action to appoint Supervisor Gayle Uilkema, Chair.

**ACTION:** Unanimous

The Committee took action to appoint Don Tatzin, City of Lafayette, Vice Chair.

**ACTION:** Unanimous

8. **Consider Request by Lafayette Representative on SWAT to Consider Addendum to SWAT Bylaws**

A request was made by Committee member Don Tatzin to amend the SWAT bylaws regarding the rotation of SWAT representatives to the CCTA. The proposed language, requested to be amended as Section 4(e) of SWAT Rules of Procedure, was submitted as follows:

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

Some Committee members expressed that it would be appropriate to adopt this language to formalize a past practice at SWAT. Other Committee members articulated that a formal amendment to the Rules of Procedure was not necessary and may serve to limit SWAT in unforeseen ways in the future. Committee member Andersen further articulated that appropriate representation would not result in conflicts. Committee member Hudson expressed that the offer from San Ramon to Danville, which would extend Danville’s next term by an additional year, would still stand. After some discussion, the Committee took the following action:

**ACTION:** Ayes: 4 (Tatzin, Hudson, Worth, Uilkema)

Nays: 2 (Andersen, Metcalf)

9. **Appoint the new SWAT South County representative to the CCTA**

As a result of action taken on Item 8, and given that Danville is currently serving as the Mayors’ Conference representative to CCTA, the Committee took action to appoint Dave Hudson, City of San Ramon, as the South County SWAT representative to the CCTA

**ACTION:** Unanimous

10. **Update and Discussion on Draft Measure J Implementation Guide**

Brad Beck provided an overview of the Implementation Guide and solicited comments. The Committee unanimously supported the Authority’s proposal to allow the application of alternative MTSO’s at specific areas along Regional Routes. The Committee also supported a policy to maintain traffic studies noticing requirements at 100 peak hour trips.

**ACTION:** Unanimous

11. **Status Update on TVTC Transportation Plan/Action Plan**

Brad Beck provided a brief update on the continued progress of the TVTC Action Plan update efforts.

**ACTION:** None

12. **Status Update on 2008 Bike to Work Day**

Lisa Bobadilla provided an update on the upcoming Bike to Work Day. It was reported that MTC awarded \$175,000 to the Bay Area Bicycle Coalition (BABC) as a sole source contract to plan, coordinate, and implement the 2008 event. Without any funding from MTC, the 511 Contra Costa Program will not be participating in the planning or implementation of the event this year, but will continue to coordinate Bike to School events in Contra Costa County that are funded through the TDM Program budget.

**ACTION:** None

13. **Written Communication, Items of Interest, Outgoing Communication - Consider Actions As Appropriate:**

The monthly update on the SWAT 511 Southwest County TDM Program was made available. A summary of actions from the November and December Authority meetings were made available.

**ACTION:** None

14. **Discussion:** Next Agenda

**ACTION:** None

15. **Adjourn to February 4, 2008** which will be held at Supervisor Uilkema's Lamorinda Office in Lafayette, or **Other Meeting as Deemed Appropriate:**

**ACTION:** Meeting adjourned by the new Chair, Supervisor Uilkema at approximately 3:55 p.m.

**Staff Contact:**

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