



SWAT

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

SOUTHWEST AREA TRANSPORTATION COMMITTEE

Meeting of January 7, 2008

3:00 p.m. SWAT Board Meeting
District 2 Supervisor's Lamorinda Office
Fire District Headquarters
3338 Mt. Diablo Boulevard, Lafayette, CA

AGENDA

1. Call to Order/Self Introductions
2. Public Comment
3. Board Member Comment
4. Administrative Items
5. Adoption of Agenda
6. **Review/Approval** of Minutes From December 3, 2007 *
7. **Appoint** the new SWAT Chair and Vice Chair*
8. **Consider Request** by Lafayette Representative on SWAT to Consider Addendum to SWAT Bylaws*
9. **Appoint** the new SWAT South County representative to the CCTA*
10. **Update and Discussion** on Draft Measure J Implementation Guide*
11. **Status Update** on TVTC Transportation Plan/Action Plan
12. **Status Update** on 2008 Bike to Work Day*
13. Written Communication, Items of Interest, Outgoing Communication - **Consider Actions as Appropriate***
14. Discussion: Next Agenda
15. Adjourn to February 4, 2008 or Other Meeting as Deemed Appropriate

*Indicates material on this item is attached.

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@ci.danville.ca.us

Staff Contact: Andy Dillard, Town of Danville

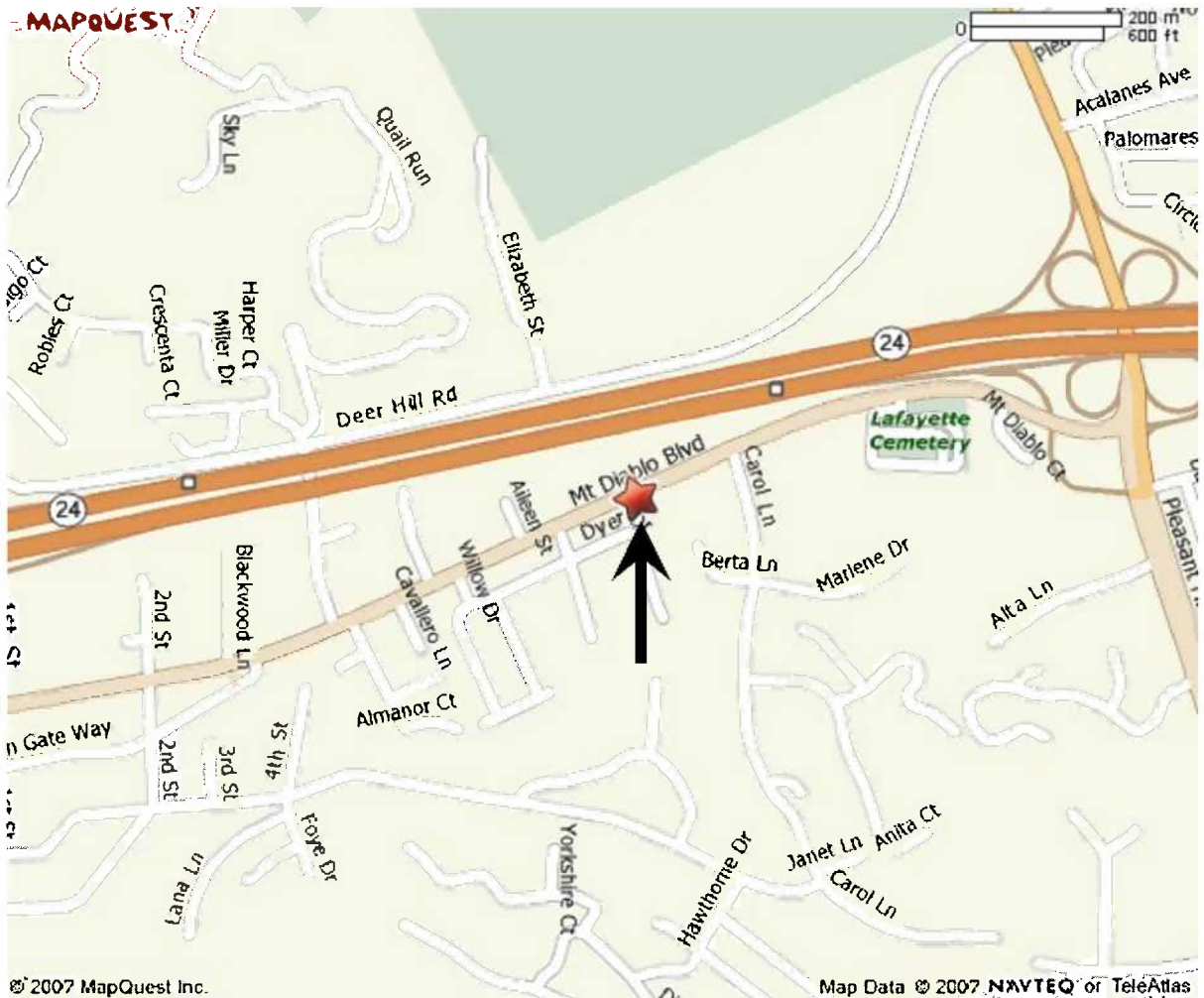
Phone: (925) 314-3384 / E-Mail: adillard@ci.danville.ca.us

Agendas, minutes and other information regarding this committee can be found at: www.co.contra-costa.ca.us/depart/cd/transportation/committee/swat/

SOUTHWEST AREA TRANSPORTATION COMMITTEE
MEETING LOCATION MAP

District 2 Supervisor's Lamorinda Office
Fire District Headquarters
3338 Mt. Diablo Boulevard, Lafayette, CA 94549
(parking is available behind the building)

PLEASE NOTE NEW LOCATION



AGENDA ITEM 6



SWAT

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

SUMMARY MINUTES
December 3, 2007
2200 Camino Ramon, San Ramon, CA

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

Staff members present: Lisa Bobadilla, Darlene Amaral, Tai Williams, Andy Dillard, Leah Greenblat, Calvin Wong, Moncia Pacheco, Steve Goetz

Others present: Hisham Noeimi, CCTA; Jack Hall, CCTA; Michael Tanner, BART; Candace Andersen, Town of Danville

Meeting convened with a quorum by Chair Hudson at 3:08 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: Worth/Metcalf/Unanimous

6. **Review/Approval** of Minutes from November 5, 2007

ACTION: Worth/Hudson/Unanimous

7. **Review and Consider** full funding of eBART in initial Measure J Strategic Plan

The Committee supported full funding for eBART in the Measure J Strategic Plan with the Authority's proposed option of committing a third bond issue in 2015. The Committee's motion of support was also made with the understanding that future STIP dollars will be committed to the other three sub regions of the county over the next ten years, a good faith resolution will be made by BART and MTC to commit funds to the project, the minimum scope of the project is constructed (through Antioch), and that the eBART program category will pay for the debt service and 5% of the project management costs.

ACTION: Uilkema/Metcalf/Unanimous

8. **Review and Comment** on 25-Year STIP project list

The Committee discussed the 25-year program for Contra Costa STIP funds for the 2009 RTP. The Committee did not recommend modifying the preliminary STIP project list, but did make a motion to prioritize the three STIP projects listed from the SWAT region. The prioritization order of projects was agreed to be 1) I-680 Auxiliary Lanes (Segment 2), 2) I-680/Norris Canyon HOV ramps, 3) Parallel Arterial Widening and Improvements. The Committee agreed that completing Measure C projects should take precedence over new projects.

ACTION: Stepper/Worth/Unanimous

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

Tai Williams reported that the Tri-Valley Action Plan efforts are moving forward and on schedule. As part of the action plan update, TVTC has been discussing the possibility of classifying the Routes of Regional significance within the Tri-Valley in order to recognize the types of trips served on the routes. The routes would be classified as either interregional or intraregional.

ACTION: None

10. **Review** of 2008 SWAT Chair, Vice Chair, and potential CCTA appointments

The 2008 SWAT Chair and Vice Chair rotations were discussed. It was noted that the 2008 SWAT Chair is scheduled to rotate to the County representative, and the SWAT Vice Chair to the Lafayette representative. It was also noted that the San Ramon Valley SWAT representative to CCTA is scheduled to rotate to the Danville SWAT representative.

ACTION: None

11. **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. Lafayette provided a Notice of Intent to Adopt a Negative Declaration for a project at 3800 Mt. Diablo Boulevard. A letter from the Authority requesting comments on the Draft *Implementation Guide for Measure J* was made available.

ACTION: None

12. **Discussion:** Next Agenda

It was decided that the January 7, 2008 SWAT meeting will be held in Lafayette.

ACTION: None

13. **Adjourn to January 7, 2008** which will be held at Supervisor Uilkema's Lamorinda Office in Lafayette, or **Other Meeting as Deemed Appropriate:**

ACTION: Meeting adjourned by Chair Hudson at approximately 4:23 p.m.

Staff Contact:

Andy Dillard

314-3384/838-0360

adillard@ci.danville.ca.us

AGENDA ITEMS 7 & 9

SOUTHWEST REGIONAL TRANSPORTATION PLANNING COMMITTEE

RULES OF PROCEDURE

1. **Composition.** The Southwest Area Transportation Planning Committee ("SWAT") is composed of representatives from Danville, Lafayette, Moraga, Orinda, San Ramon and the County.

2. **Membership of the SWAT.**

(a) **Composition**

(1) There shall be six voting members on the SWAT Board. Voting members must be elected officials, one each from the five city/town councils, and one from the County Board of Supervisors. If there are two supervisors who represent the region, the Board shall decide which of them is the voting member.

(2) Each Council/Board of Supervisors shall appoint a representative to the Contra Costa Transportation Authority Citizen Advisory Committee (CAC). This representative may be a Planning or Transportation Commissioner or Committee member who will serve at the discretion of the Council/Board of Supervisors. The role and term of this representative are to be defined by the Council/Board of Supervisors, and shall be forwarded to SWAT. Citizen Advisory committee representatives are not voting members of SWAT.

(b) **Terms of Office**

Appointments to the Committee are for two-year terms, coterminous with those of the Contra Costa Transportation Authority (CCTA). The appointee must remain a council member, mayor, or supervisor to serve.

(c) **Alternate**

Each member jurisdiction may appoint an alternate who must be and remain a mayor, council member or supervisor in order to serve.

(d) **Removal**

Alternates or representatives may be removed from office by the appointing jurisdiction. If a member is removed, the appointing jurisdiction shall appoint a replacement to fill the remainder of the member's term within 30 days after the removal.

3. **SWAT Chair and Vice-Chair**

(a) The SWAT Chair and Vice-Chair shall rotate on a 12-month term, from January through December.

- (b) The sequence of rotation shall be, Contra Costa County, Lafayette, Danville, Orinda, Moraga, San Ramon.
- (c) The Vice-Chair shall be the jurisdiction that is next in rotation to hold the Chair seat.

4. Representation on Contra Costa Transportation Authority

- (a) The voting members of SWAT will appoint from among themselves two representatives and two alternates to the CCTA. Representatives and alternates must be and remain mayors or city council members.

One representative and one alternate shall be selected from the San Ramon Valley (SRV) cities and one representative and one alternate shall be selected from the Lamorinda cities. Representatives shall serve two-year terms.

- (b) Commissioners shall adhere to the policy direction of the SWAT.

Representatives or alternates may be removed from office by an absolute 2/3 vote of the Committee (four votes). If a member is removed, the Committee shall appoint a replacement to fill the remainder of the member's term as soon as possible after the removal. It is up to the subregions to make their determinations on selecting their representatives.

- (c) It is important to be fully represented at the Authority meetings. If the member or alternate cannot be present, the member shall attempt to have another elected official from the same area (Lamorinda or SRV) attend the Authority meeting.
- (d) The position of the representative to the Authority should be rotated among the member cities of the subregion (Lamorinda, SRV) at the end of each term.

5. Functions of SWAT

- (1) To review and coordinate transportation plans and project proposals for the southwest region.
- (2) To serve as an advisory unit to the Contra Costa Transportation Authority, on all matters concerning the "Transportation Improvement and Growth Management Program" adopted by the voters of Contra Costa County on November 8, 1988.
- (3) To provide a forum on transportation issues which are regional in nature and to convey information on these issues to each jurisdiction.
- (4) To consider other transportation issues of mutual concern both in the southwest region and at a countywide level. Examples of such issues are integration of traffic signal systems, improvement in transit and paratransit systems, and transportation systems management.
- (5) Determine, pursuant to Section 27 of CCTA Ordinance No.88-01, the financial programming of the "Major Arterials" as defined therein, and provide input into the CCTA Strategic Plan update.

- (6) Review all proposed official actions of the Authority and provide the Authority with recommendations on such proposed action.
- (7) To coordinate and facilitate the process of taking appeals from actions of the Commission pursuant to Section 8 and 9 of Commission Ordinance No. 88-01.
- (8) To administer the Transportation Demand Management (TDM) Ordinances of member jurisdictions, at their options, and to accept grants for this purpose. Grant funds will be administered by a member jurisdiction designated by SWAT.
- (9) To assign members of the SWAT TAC to the CCTA Technical Coordinating Committee (TCC) to serve as representatives of the Committee and its member jurisdictions.

6. SWAT Staffing

SWAT may engage a member agency to provide staff services. Those services shall include:

- Attendance at monthly SWAT and SWAT TAC meetings.
- Maintenance of historical documents, records, and correspondence of the SWAT Board.
- Recordation and production of written minutes of SWAT Board meetings.
- Production and dissemination of the monthly agenda packet in accordance with state law governing public meetings.
- Develop and disseminate correspondence as directed by the Board or the Chair.
- Respond to administrative or historical inquiries from SWAT member jurisdictions, outside agencies, and the public. Refer other questions to SWAT chair or other appropriate individuals.
- Act as primary contact point and disseminate environmental documents, as outlined by SWAT, CCTA Lamorinda Project Management Committee, Tri-Valley Transportation Committee, and other agreements, as requested by the SWAT Board and /or the Chair.
- Perform other administrative duties only as directed by the SWAT Board.
- The member agency providing staff services may determine the most appropriate method of providing above service, as agreed by the SWAT Board.

7. Agenda Setting Procedures

The agenda for each meeting will be set by SWAT staff in consultation with the TAC members, Authority staff, and the Chair of SWAT, except that any member of SWAT can place an item on the agenda for the upcoming meeting by notifying SWAT staff of their request at least one week before the scheduled date of the meeting.

REVISED DRAFT RULES (10-04)

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AGENDA ITEM 8

MEMORANDUM

DATE: December 20, 2007

TO: SWAT

FROM: Lafayette Staff

RE: Request to consider addendum to SWAT bylaws pertaining to SWAT's representation to the CCTA

Lafayette Representative Don Tatzin is requesting that SWAT consider adding the paragraph below as item 4d to the SWAT bylaws.

“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 council member from that jurisdiction shall serve as a SWAT representative to CCTA.”

Existing Section of SWAT Bylaws Pertaining to Representation at the CCTA:

4. Representation on Contra Costa Transportation Authority

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One representative and one alternate shall be selected from the San Ramon Valley (SRV) cities and one representative and one alternate shall be selected from the Lamorinda cities. Representatives shall serve two-year terms.

- (b) Commissioners shall adhere to the policy direction of the SWAT. Representatives or alternates may be removed from office by an absolute 2/3 vote of the Committee (four votes). If a member is removed, the Committee shall appoint a replacement to fill the remainder of the member’s term as soon as possible after the removal. It is up to the subregions to make their determinations on selecting their representatives.
- (c) It is important to be fully represented at the Authority meetings. If the member or alternate cannot be present, the member shall attempt to have another elected official from the same area (Lamorinda or SRV) attend the Authority meeting.
- (d) The position of the representative to the Authority should be rotated among the member cities of the subregion (Lamorinda, SRV) at the end of each term.

AGENDA ITEM 10



CONTRA COSTA TRANSPORTATION AUTHORITY

COMMISSIONERS: Charlie Abrams, Chair Dave Hudson, Vice Chair Janet Abelson Susan Bonilla Donald P. Freitas
Federal Glover Brad Nix Julie Pierce Karen Stepper Don Tatzin Maria Viramontes
EX-OFFICIO MEMBERS: Amy Worth, MTC Gail Murray, BART Joe Wallace, Bus Operators

Date: November 26, 2007

To: City Managers, Planning Directors, Public Works Directors, RTPC Managers, Local Planners, and Other Interested Parties

From: Robert K. McCleary, Executive Director

Re: Review of the Draft *Implementation Guide* for Measure J. *Comments are due by Friday, January 25, 2008.*

Attached for your review is a copy of the Draft *Implementation Guide* for Measure J. The draft *Guide* is part of the Authority's comprehensive update of the Measure C Implementation Documents to reflect the changes to the Growth Management Program that Measure J will make when it goes into affect on April 1, 2009. While the transition from the Measure C to the Measure J GMP should be relatively straight forward, some minor course corrections are necessary for local jurisdictions to maintain compliance with the program.

The status of the updates is as follows:

- *Model Growth Management Element:* Adopted in June 2007;
- *Implementation Guide:* Draft released, November 2007 (attached);
- *Technical Procedures:* Scheduled for release in summer 2008;
- *Measure J GMP Compliance Checklist:* To be developed in fall 2008.

The *Implementation Guide* outlines the requirements for compliance with the Measure J Growth Management Program (GMP). Jurisdictions that are found to be in compliance with the GMP receive their share of 18% Local Street & Maintenance Funds, and, under Measure J, also become eligible to receive 5% Transportation for Livable Community (TLC) funds.

These changes include the elimination of traffic standards for Non-Regional Routes; discontinuation of local standards for fire, police, parks, sanitary services, flooding and water pro-

November 26, 2007

Page 2

vision; and adding provisions for the Urban Limit Line (ULL). A major focus is helping local staff carry out interjurisdictional cooperative planning for Regional Routes, including the process for setting flexible Multimodal Transportation Service Objectives (MTSOs) and implementing local actions to achieve them.

The Authority has authorized release of the Draft *Implementation Documents* for a 60-day review by the RTPCs and local jurisdictions. ***Comments on the draft are due no later than Friday, January 25, 2008.***

Attached is a detailed summary of the Draft *Implementation Guide*, including a discussion of one specific outstanding issue that we would like your feedback on: potentially raising the threshold for initiating traffic studies. Also attached is a PowerPoint presentation that is available for your use. (An electronic version is available on our website at www.ccta.net)

Should you have any questions regarding this transmittal, or, if you would like Authority staff to make a presentation on the draft *Implementation Guide*, please do not hesitate to call Brad Beck, Senior Transportation Planner at CCTA. [(925)256-4726; bbeck@ccta.net]

Attachments:

1. Overview of the Draft *Implementation Guide*
2. Members of the Growth Management Program Task Force
3. PowerPoint: Measure J *Implementation Guide* Update
4. List of Recipients
5. Draft *Implementation Guide* (see List of Recipients for Distribution Information – Also available at www.ccta.net)

File: 4.03.02

ATTACHMENT 1

Overview of the Draft *Implementation Guide*

Background

Measure J updates and modifies requirements for jurisdictions participating in the Contra Costa Transportation Authority's Growth Management Program, first established in 1989 under Measure C. The new measure outlines a streamlined approach to growth management. It continues to require that each jurisdiction in Contra Costa participate in an ongoing cooperative multi-jurisdictional planning process, and adds a requirement for participating jurisdiction to have a voter-approved Urban Limit Line (ULL) as a boundary to urban growth. On the other hand, Measure J discontinues the requirement for level-of-service standards for non-regional routes, and performance standards for public facilities and services (fire, police, parks, sanitary, flood, and water).

As one component of the Measure J Implementation Documents, the *Guide* describes how the provisions of Measure J are to be implemented by cities and the County, the four Regional Transportation Planning Committees, and the Authority, with an emphasis on the cooperative planning component of Measure J. The *Implementation Guide* is intended to serve as a road map to help local jurisdictions and the RTPCs successfully navigate through this changed GMP landscape.

The updated *Guide* was developed collaboratively, in consultation with local planners and engineers who serve on the Authority's standing Technical Coordinating Committee (TCC) established under Measure C, and continued with Measure J. The Growth Management Task Force, which serves as a subcommittee to TCC, had two meetings – one on May 16th, 2007, and a second on July 18th, 2007 – to discuss the administrative draft *Implementation Guide*. Following the July meeting, the Task Force forwarded the document to TCC. The Authority thanks the Task Force (see attached roster of members) for their help in reviewing the draft document.

At a meeting on September 20th, the TCC reviewed the *Guide* and forwarded it to the Authority for approval to circulate the draft version to local jurisdictions. The Authority approved circulation of the draft *Guide* in October 2007.

GROWTH MANAGEMENT IMPLEMENTATION DOCUMENTS AND TECHNICAL MATERIALS

The Growth Management Implementation Documents for Measure C included the *Implementation Guide*, the *Model Growth Management Element*, and the *Administrative Procedures Manual*. In preparation for Measure J, these documents are being updated to reflect new requirements and changed policies.

The *Model Growth Management Element (GME)* for Measure J was completed first to allow local staff enough lead time to get their GME amendments underway and approved by April 2009 when Measure J goes into effect. The Final *Model GME* was released in June 2007.

The update to the *Implementation Guide* is now ready for release as a draft for local review. As noted below, in an effort to streamline the implementation of the Measure J GMP, the *Administrative Procedures Manual* has been incorporated into the new *Implementation Guide*.

Regarding technical materials, Measure C has two documents that local staff may currently refer to during the GMP implementation and compliance process. These are the *Guide to Local Planning*, and the *Technical Procedures*. Here again, taking this as an opportunity to streamline the process, we have incorporated the *Guide to Local Planning* into the new draft of the *Implementation Guide*.

With the publication of the Draft *Implementation Guide*, only one major document – the *Technical Procedures* – remains to be updated. The adopted work plan for the Authority's Planning Section has that effort scheduled for completion in mid-2008.

To comply with the Measure J GMP, local jurisdictions will need to refer to the new set of documents, comprised of the *Implementation Guide*, the *Model Growth Management Element*, and the *Technical Procedures*. In addition, there is the Measure J GMP Compliance Checklist, which will be prepared in fall 2008.

CHANGES TO THE IMPLEMENTATION GUIDE

General: The *Implementation Guide* included an overview called "A Prescription for Traffic Relief," which had one-page "fact sheets" that summarized each section of the "Implementation Documents;"

For the Measure J Update to the *Guide* staff proposes to re-issue the *Prescription for Traffic Relief* as a stand-alone overview with a new (to be determined) title, and gear it more towards the steps that local jurisdictions must take to achieve compliance with the Measure J GMP.

Non-substantive Changes: Some of the changes to the *Guide* were primarily stylistic in nature. Non-substantive, editorial changes included:

- Streamlining the organization of the document,

- Consolidating portions of the text that were redundant;
- Moving portions of the text from the body of the document to an appendix,
- Re-editing for clarity:

Incorporation of Adopted Authority Policies: More substantive changes were made where the 1990 document sketched out a policy that was later formally adopted in a more detailed form by Authority resolution. Three examples of this are:

- The requirement of circulation of traffic studies that generate more than 100 peak hour trips. This policy was initiated through the 1990 *Guide*, and later formalized through Authority Resolution 92-03-G;
- The General Plan Amendment Review Procedure, which the Authority implemented countywide through adoption of Resolution 95-05-G; and
- The Conflict Resolution Process, adopted by the Authority as Resolution 95-07-G.

Process of Designating Routes of Regional Significance: Given that all of the RTPCs¹ have already designated their routes of regional significance, and since the established network appears stable, lengthy sections in the previous *Guide* that focused on the designation process were cut back, while the text that deals with procedures for updates to the action plans, along with other procedures for carrying out the ongoing multi-jurisdictional planning process under Measure J were beefed up. Furthermore, an appendix was added listing the designated Routes of Regional Significance based upon the adopted action plans. The final *Guide* will have an updated appendix to reflect the most recent network of Regional Routes that is currently under discussion by the RTPCs. When the original version of the *Guide* was published, this information wasn't yet available because the first set of action plans hadn't yet been completed.

Comparison of Measure C to Measure J: Text has been report comparing the requirements of the Measure C GMP to Measure J. Also, an appendix was added, with a side-by-side comparison of the adopted language in the Measure J GMP with the language in Measure C.

Elimination of the Sections Covering LOS and Performance Standards: Since Measure J eliminates the requirements for level-of-service standards on non-regional routes, and also eliminates

¹ The Regional Transportation Planning Committees (RTPCs) consist of WCCTAC in West County, TRANSPAC in Central County, TRANSPLAN in East County, and SWAT in Southwest County.

performance standards for fire, police, parks, sanitary, water, and flood, the sections of the former *Guide* covering these topics were deleted.

Change from TSOs to MTSOs; Added Examples of Adopted Objectives: With the change in terminology between Measure C and Measure J – from Traffic Service Objectives to Multi-Modal Transportation Objectives – it was necessary to carry this change throughout the document. Furthermore, the proposed update replaces the “generic” objectives and actions in the 1990 *Guide* with specific examples from adopted Action Plans.

Added Discussion on the Use of Alternative MTSO’s: The *Guide* now allows for the adoption of alternative MTSOs for specific route segments to address the accommodation of TOD, creation of infill development, adoption of Traffic Management Programs, and resolution with other governmental programs at the regional, state, or federal level, such as implementation of HOT lanes.

Consolidation of a Variety of Existing Requirements into a New Section Called “Evaluating the Impacts of Proposed New Development”: Measure J requires that local jurisdictions evaluate the impacts of major development projects and General Plan Amendments for their effects on the local and regional transportation system. Under Measure C, these requirements were developed through several different documents, then formalized by Authority resolution. Since many of the requirements were formalized after the 1990 *Guide* was published, it was difficult to know all the required steps for evaluating new development. The updated *Guide* puts all of the requirements in one section for easy reference.

Incorporation of the “Guide to Local Planning” into the “Implementation Guide”: The *Guide to Local Planning*, issued in October 1990, gave local staff instructions on how to get started with the implementation of Measure C. This document focused primarily on how to develop a Growth Management Element from scratch, and how to align an existing General Plan with the new Measure C local street LOS standards and performance standards. The sections of the local guide that applied to regional routes were consolidated into the new *Guide*, while the obsolete sections pertaining to the discontinued Measure C elements were discarded.

DISCUSSION POINT

Raising the Threshold Requirement for Traffic Studies: While most issues have been resolved, the threshold for when a traffic study must be prepared has not. Under existing Authority policy, the threshold for a General Plan Amendment (GPA) is 500 or more peak hour vehicle trips and the threshold for a development that does not require a General Plan amendment is 100 or more peak hour vehicle trips. Table 1 below gives examples of projects that generate more than 100 peak hour trips. Current Authority policy, however, also allows RTPCs to set the threshold for requiring traffic impact studies for a GPA below 500 peak hour trips. Most of the RTPCs have done so.

The GMP Task Force has suggested that the Authority raise the minimum threshold for a traffic analysis to 500 peak hour vehicle trips for a development project that does not requires

a GPA. RTPCs could still adopt a lower threshold under this policy. Raising this threshold would require that the Authority amend Resolution 92-03-G, which sets the threshold for preparing and circulating traffic impact studies at 100 trips.

Authority staff notes that the *Implementation Guide*, however, still requires traffic impact studies when a project would have one or more significant impacts on the transportation system not evaluated in a General Plan EIR, or that would be substantially more severe than identified in that EIR. These analyses would need to be prepared consistent with the Authority's *Technical Procedures* and circulated for review and consultation consistent with CEQA Guidelines and adopted Action Plans.

Table 1: Examples of Meeting the 100 Peak-Hour Trip Threshold

| <i>Development</i> | <i>Approximate Size</i> | <i>Comments</i> |
|----------------------|-------------------------|--|
| Single-Family | 100 units | |
| Condominium | 180 units | |
| Apartments | 150 units | |
| Hotel | 145 rooms | |
| Fast Food Restaurant | 3,900 square feet | Would include some but not all fast food restaurants |
| Shopping Center | 14,000 square feet | Represents very small center |
| General Office | 44,000 square feet | Represents small office building |

ATTACHMENT 2

Members of the GMP Task Force

| <i>Member</i> | <i>Agency Represented</i> |
|--------------------|---------------------------|
| Aruna Bhat | Contra Costa County |
| Victor Carniglia | City of Antioch |
| Rich Davidson | City of Richmond |
| Elizabeth Dunn | City of Pinole |
| Steven L. Goetz | Contra Costa County |
| John Hall | City of Walnut Creek |
| Lisa Hammon | WCCTAC |
| Stephen Lawton | City of Hercules |
| Barbara Neustadter | TRANSPAC |
| Paul Reinders | City of Pittsburg |
| Patrick Roche | Contra Costa County |
| Lori Salamack | Town of Moraga |
| Tai Williams | Town of Danville |

Measure J Implementation Guide Update

November 26, 2007



Background

- Measure J, approved in 2004, changed a number of requirements for the Growth Management Program:
 - Eliminated requirements for LOS standards for Non-Regional Routes and performance standards for public facilities
 - Renamed "Multimodal Transportation Service Objectives"
 - Decoupled HCD compliance from Measure J and refocused housing analysis on demonstrated progress toward meeting needs identified in the Housing Element
 - Added Urban Limit Line requirement
- Update of *Implementation Guide* to prepare for April 2009 when Measure J begins

Overall Schedule for CCTA's 2007 Updates

| | |
|---|---|
| Update Implementation Documents (Guide, Technical Procedures, and Checklist) | Draft: Winter 2007 Final: October 2008 |
| 2007 Congestion Management Program | Draft: September 2007 Final: November 2007 |
| Action Plan Updates | Drafts: Fall 2007 Finals: February 2008 |
| 2008 Update to the Countywide Transportation Plan | Draft: Spring 2008 Final: Fall 2008 |
| Program Guide for the Contra Costa Transportation for Livable Communities Program | Winter 2008 |

Today's Focus: The Implementation Guide

- Programs for Routes of Regional Significance and relation to Action Plan Updates — *Chapters 2 & 3*
- Evaluating the Impacts of Proposed New Development — *Chapter 4*
- Outline of Decision-Making and Conflict Resolution — *Chapter 5*
- Tools and Procedures — *Chapters 6*
- Compliance and Compliance Reporting — *Chapters 7 & 8*

Key Changes Affecting the Guide

- LOS Standards for Non-Regional Routes deleted (LOS can still be used as a MTSO)
- Performance Standards deleted
- Focus shifting from developing new components to updating existing ones
 - Action Plans
 - Mitigation programs

Objectives for this Draft

- Streamline the process
 - Focus on the regional routes
 - Focus on how we evaluate the impacts of planned development
 - Emphasize measurable MTSOs that can be easily derived from the Countywide Model
- Build on established procedures
 - Summarize methods for impact analyses and mitigations
 - Clarify Document Notification Procedures
 - Refine Tools and Procedures summary (new countywide model)

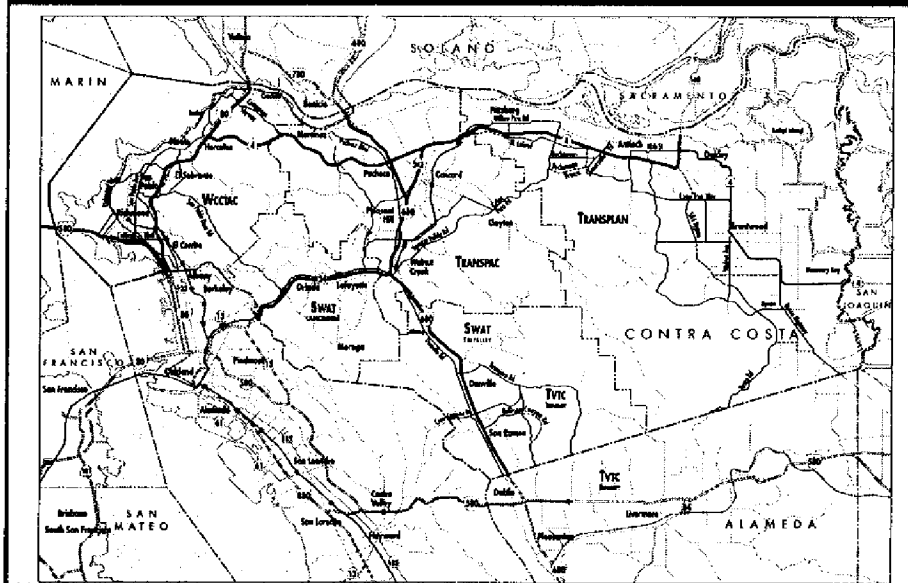
Carry Out the Objectives of Measure J

- Assure that growth pays for facilities required to meet demands from that growth
- Require cooperative planning
- Support land use patterns that make efficient use of the transportation system
- Support infill and redevelopment

PART 2: Important Revisions to the Guide

Regional Routes

- Incorporates multimodal transit service objectives (MTSOs)
- Updates listing of current regional routes in Appendix E
- Clarifies procedures for designating a new regional route and for rescinding an existing regional route designation



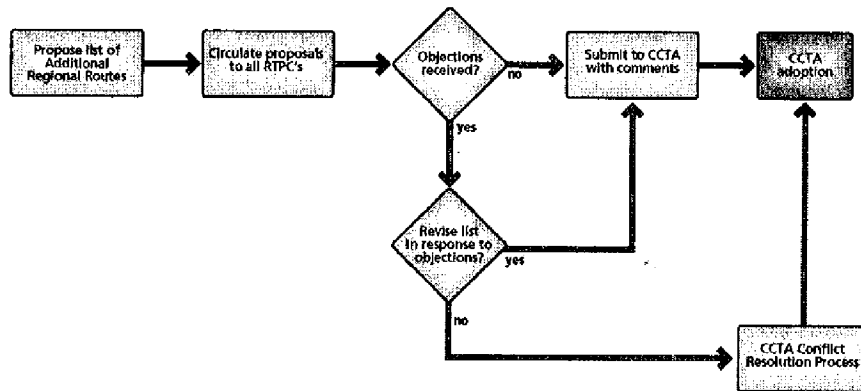


Figure 1

Process for Designation of Additional Regional Routes

May 4, 2007

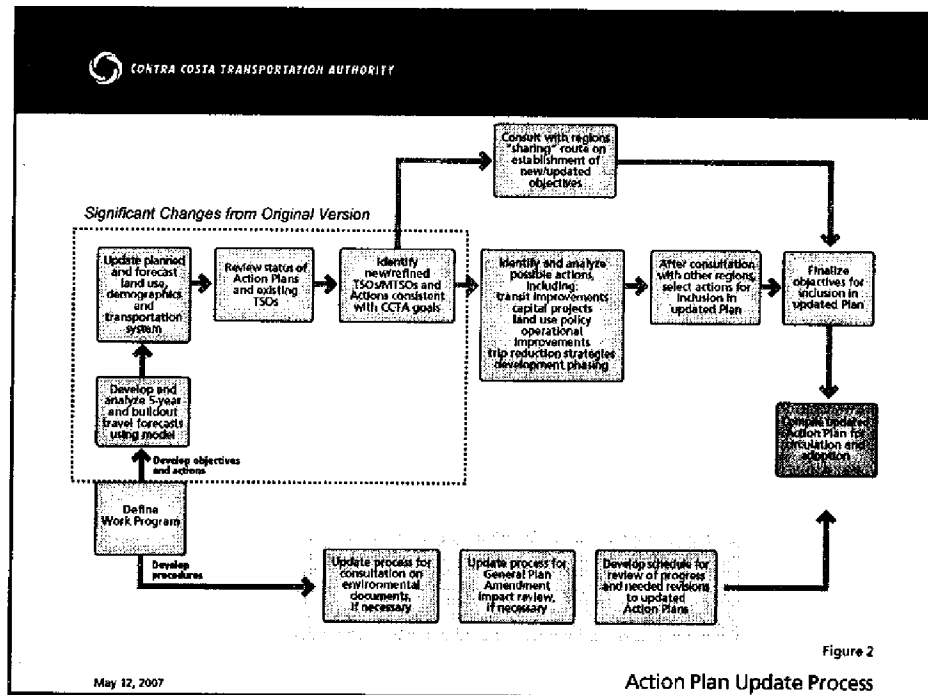
Action Plans

- Updates examples of MTSOs using existing plans
- Establishes procedures for Action Plan updates, with an example work program included in the appendices
- Includes evaluation of current TSOs, issues and potential changes needed
- Identifies possible new MTSOs and additional actions to meet those objectives

• *Action Plans, continued*

– Limits alternative MTSOs for specified segments to:

- Accommodation of TOD
- Accommodation of Infill Development
- Adoption of Traffic Management Programs
- Resolution of conflicts with regional, statewide, or federal programs (HOT lanes, etc.)



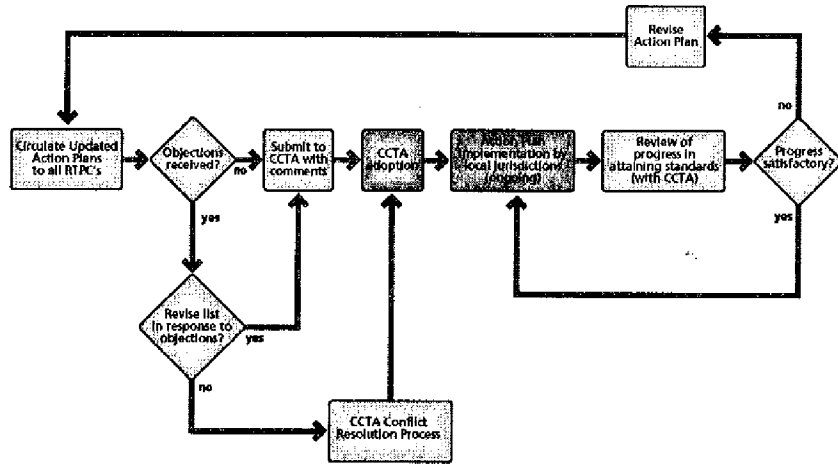


Figure 3

Circulation, Review and Adoption of Updated Action Plans

May 4, 2007

Evaluating the Impacts of New Development

- Incorporates the "Guide to Local Planning" into the *Implementation Guide*
- Describes the criteria for "tiering" off of a Program EIR from an adopted General Plan
- Outlines adopted procedures for traffic impact analysis of projects within an adopted General Plan
- Documents the General Plan amendment review procedure
- Describes local and regional mitigation programs
- Summarizes adopted environmental consultation procedures and notification requirements

Decision-Making and Conflict Resolution

- Includes the adopted process in a new appendix (Resolution 95-07-G)
- Affirms Role of Regional Committees
- Integrated with Action Plan review process

Tools and Procedures

- Clarifies overall responsibilities
- Explains new Countywide Model and its role in Action Plans and subregional analysis
 - More detail in *Technical Procedures*
- Adds information on updating Subregional Transportation Mitigation Programs

New Appendices Included in the Guide

- Side-by-side comparison of Measures C and J
- Example Work Program for Action Plan Updates
- Resolution 95-06-G: General Plan Amendment Review Process
- Resolution 92-03-G: Notification Requirements for Projects Generating 100+ Peak Hour Trips
- List of Currently Designated Regional Routes
- Authority-adopted Conflict Resolution Policy

Discussion

- Does the Guide adequately respond to Measure J?
- Are the revisions helpful?
- Are all of the sections and appendices needed?
- Should anything more be added?

Completing the Update of Implementation Documents

- ***Finalizing the Implementation Guide***
 - Public review of Draft Implementation Guide
 - Revisions based on public review and TCC/PC comments
 - Authority adoption of Implementation Guide
- ***Updating the Other Implementation Documents***
 - *The Technical Procedures*
 - The Measure J Compliance Checklist
 - Updated Summary of *Implementation Documents*

Measure J Implementation Guide Update Planning Committee Meeting

October 3, 2007



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for the Draft Implementation Guide**

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| | Wahl | Karen | 708 Third St | Brentwood | CA | 94513-1396 | |
| | Zolfarelli | Paul | 708 3rd St | Brentwood | CA | 94513 | |
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| | Hossain | Abul | 1455 Gasoline Alley | Concord | CA | 94520 | |
| | Khan | Qamar | 1455 Gasoline Alley | Concord | CA | 94520 | |
| | Kuzbari | Ray | 1455 Gasoline Alley/Mail Stop 45 | Concord | CA | 94520 | X |
| | Pascual | Alex | 1957 Parkside Dr | Concord | CA | 94520 | |
| | Raines | Deborah | 1950 Parkside Dr | Concord | CA | 94519 | |
| | Ryan | Joan | 1950 Parkside Drive | Concord | CA | 94519 | |
| Woods | Phillip | 1950 Parkside Dr, Ste 53 | Concord | CA | 94553 | | |
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| | Carman | Jennifer | 10940 San Pablo Ave | El Cerrito | CA | 94530-2392 | |
| | Hanin | Scott | 10890 San Pablo Ave | El Cerrito | CA | 94530-2392 | |
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| | Oshinsky | Mitch | 10890 San Pablo Ave | El Cerrito | CA | 94530 | |
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| | Sakamoto | Mike | 111 Civic Dr | Hercules | CA | 94547-2392 | |
| | Tagashira | Dennis | 111 Civic Dr | Hercules | CA | 94547 | X |
| City of Lafayette | Coe | Tony | 3675 Mt. Diablo Blvd. | Lafayette | CA | 94549 | |
| | Falk | Steven | 3675 Mt. Diablo Blvd., Ste. 210 | Lafayette | CA | 94549-1968 | |
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| | Henn | Michael | 3675 Mt. Diablo Blvd. | Lafayette | CA | 94549-1968 | |
| | Lefler | Ron | 3675 Mt. Diablo Blvd. | Lafayette | CA | 94549-1968 | |
| | Srivatsa | Niroop | 3675 Mt. Diablo Blvd. | Lafayette | CA | 94549-1968 | |
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| | Willis | Rebecca | 3231 Main Street | Oakley | CA | 94561 | |
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| | Keeler | Janet | P.O. Box 2000 | Orinda | CA | 94563 | |
| | Lowery | Mark | P.O. Box 2000 | Orinda | CA | 94563 | |
| | Pacheco | Monica | P.O. Box 2000 | Orinda | CA | 94563 | X |
| | Ursu | Emmanuel | 14 Altarinda Rd | Orinda | CA | 94563 | |
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| | Dunn | Elizabeth | 2131 Pear Street | Pinole | CA | 94564 | X |
| | Espinosa | Belinda | 2131 Pear Street | Pinole | CA | 94564-1716 | |

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| | Stewart | Robert | 100 Gregory Ln | Pleasant Hill | CA | 94523-3323 | | |
| | Wallace | Steve | 100 Gregory Lane | Pleasant Hill | CA | 94523 | | |
| City of Richmond | Brown | Lori | 1401 Marina Way South | Richmond | CA | 94804 | | |
| | Davidson | Rich | 1401 Marina Way South | Richmond | CA | 94804 | X | |
| | Duran | Steve | 1401 Marina Way South | Richmond | CA | 94084 | | |
| | Liam | Mimi | 1401 Marina Way South | Richmond | CA | 94084 | | |
| | Lindsay | William | 1401 Marina Way S. | Richmond | CA | 94804 | | |
| | Mitchell | Richard | 1401 Marina Way South | Richmond | CA | 94804 | | |
| City of San Pablo | Arner | Brock | 13831 San Pablo Avenue | San Pablo | CA | 94806 | | |
| | Gangapuram | Avan | 13831 San Pablo Ave | San Pablo | CA | 94806 | | |
| | Ho | Adele | 13831 San Pablo Ave | San Pablo | CA | 94806 | X | |
| | Kiedrowski | Ron | 13831 San Pablo Ave | San Pablo | CA | 94806 | | |
| City of San Ramon | Agostini | Phil | 3180 Crow Canyon Pl. Ste. 140 | San Ramon | CA | 94583 | | |
| | Bobadilla | Lisa | 3180 Crow Canyon Pl, Ste 140 | San Ramon | CA | 94583 | X | |
| | Chamberlain | Debbie | 2222 Camino Ramon | San Ramon | CA | 94583 | | |
| | Fukuda | Joye | 3180 Crow Canyon Pl, Ste 140 | San Ramon | CA | 94583 | | |
| | Moniz | Herb | 2222 Camino Ramon | San Ramon | CA | 94583-1372 | | |
| | Robinson | Maria | 3180 Crow Canyon Place, Suite 140 | San Ramon | CA | 94583 | | |
| | Wong | Phil | 2222 Camino Ramon | San Ramon | CA | 94583 | | |
| | | | | | | | | |
| City of Walnut Creek | Barone | Valerie | 1666 N Main St | Walnut Creek | CA | 94596 | | |
| | Hall | John | P. O. Box 8039 | Walnut Creek | CA | 94596 | X | |
| | Lenci | Rachel | P.O.Box 8039 | Walnut Creek | CA | 94596 | | |
| | Meyer | Sandra | P.O. Box 8039 | Walnut Creek | CA | 94596 | | |
| | Pokorny | Gary | P.O. Box 8039 | Walnut Creek | CA | 94596 | | |
| | Richardson | Dan | 1666 N. Main Street | Walnut Creek | CA | 94596 | | |
| Contra Costa County | Barry | Dennis | 651 Pine St., 4th Fl. N. Wing | Martinez | CA | 94553 | | |
| | Bhat | Aruna | 651 Pine Street, NW2F | Martinez | CA | 94553 | | |
| | Cullen | John | 651 Pine St., 11th Floor | Martinez | CA | 94553-2337 | | |
| | Douglas | Kara | 2530 Arnold Drive, Suite 190 | Martinez | CA | 94533 | | |
| | Goetz | Steven | 651 Pine St., 4th Fl. N. Wing | Martinez | CA | 94553 | X | |
| | Heard | Hillary | 651 Pine Street, 4th Floor-N. Wing | Martinez | CA | 94553-0095 | | |
| | Roche | Patrick | 651 Pine St., 4th Fl. N. Wing | Martinez | CA | 94553 | | |
| | Shiu | Maunce | 255 Glacier Dr | Martinez | CA | 94553 | | |
| | Singhamony | John | 651 Pine St., N. Wing, 4th Fl. | Martinez | CA | 94553 | | |
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| | | | | | | | | |
| | LAFCO | | | | | | | |
| | Town of Danville | Texiera | Lou Ann | 651 Pine Street, Sixth Floor | Martinez | CA | 94553-1229 | X |
| | | | | | | | | |
| Town of Moraga | Calabrigo | Joe | 510 La Gonda Way | Danville | CA | 94526-1722 | | |
| | Dillard | Andy | 510 La Gonda Way | Danville | CA | 94523-1740 | | |
| | Gailey | Kevin | 510 La Gonda Way | Danville | CA | 94526 | | |
| | Lake | Stevan | 510 La Gonda Way | Danville | CA | 94526 | | |
| | Williams | Tai | 510 La Gonda Way | Danville | CA | 94526-1740 | X | |
| TRANSPAC | Mercurio | Jill | P.O. Box 188 | Moraga | CA | 94556 | | |
| | Salamack | Lori | P.O. Box 188 | Moraga | CA | 94556 | X | |
| | Vince | Philip | 2100 Donald Dr | Moraga | CA | 94556 | | |
| WCCTAC | Neustadler | Barbara | 296 Jayne Ave. | Oakland | CA | 94610 | X | |
| | Osborn | Lynn | 1407 Oakland Blvd., Ste 100 | Walnut Creek | CA | 94596-4300 | | |
| | Hammon | Lisa | 13831 San Pablo Ave | San Pablo | CA | 94806 | X | |

AGENDA ITEM 12



SWAT

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

MEMORANDUM

DATE: December 20, 2007

TO: SWAT

FR: Darlene Amaral, TDM Analyst

RE: Bike to Work Day 2008 and 511 Contra Costa participation

For the past several years, 511 Contra Costa (511 CC) has participated in the Bike to Work Day (BTWD) program, and has received a \$6,000.00 stipend for that participation. Last year, approximately 500 hours of 511 CC staff time was utilized to implement BTWD including: conference calls, planning, coordination, information distribution, press releases, web updates, give-aways purchases, distribution and delivery to station staff; staffing twenty-four energizer stations in the a.m. and p.m. at Contra Costa locations; securing BART access permits for El Cerrito Plaza, Pleasant Hill and Walnut Creek BART stations; and other associated tasks.

At a November 15th meeting, the MTC Regional Rideshare Program (RRP) TAC was informed that MTC awarded a contract for approximately \$175,000 to the Bay Area Bicycle Coalition (BABC) for the planning, coordination and implementation of BTWD 2008.

It has been suggested previously that the MTC RRP TAC review and oversee tasks associated with the BTWD contract. It is our belief that this is an appropriate role for the TAC given the BTWD funds were at one time administered by the 511 RRP and are part of the overall employer outreach activities. For future Bike to Work Days, it is our opinion the BTWD should be evaluated including funding, the insurance issue, effectiveness, performance measures and the appropriate implementing agency.

Subsequently on December 6, 2008 the 511 Contra Costa Program Managers notified MTC regarding Bike to Work Day 2008 and 511 Contra Costa's participation.

- The contract was "sole sourced" and that the contract parameters and scope were not detailed. Additionally, there are no evaluation or performance measures associated with the contract.

- Funding for local bike coalitions (i.e., the East Bay Bicycle Coalition) were distributed without a budget or scope for the use of the funds.
- Bay Area Bicycle Coalition (BABC), through its contract with MTC, may use the funds to obtain BTWD business and organizational sponsorships. The BABC proposal indicates that a pro rata percentage of sponsorship dollars will be retained by the BABC, with the remainder going to the organization which solicited the sponsorship (a “sales incentive” so to speak). It is unclear why the BABC would need additional funds for this event, or for what purpose additional funds would be used or needed. 511 CC staff currently work with many of the employers in the County and it would be inappropriate to solicit BTWD funds from them.
- Request MTC to require budgets, work scopes, and sub-contracts for the BABC or other groups.
- Regarding the liability insurance: (1) The liability amount was increased in the contract to cover the one-day event, but the Team Challenges extend over the entire month. How is this being addressed? (2) What is the funding source for the additional \$20,000 in liability insurance?
- MTC should require the use of the 511.org site for all BTWD 2008 registration forms and documents. Just as 511.org is the portal for the Regional Rideshare Program, so should it be for BTWD.

The 511 Contra Costa Program Managers have decided, based upon the information presented above, that the 511 CC staff will not be participating in the planning or implementation of BTWD events in Contra Costa County for 2008. These activities should be incorporated into the Bay Area Bicycle Coalition program or its designee. However, 511 CC staff will coordinate Bike to School events for schools in Contra Costa County. Staff will meet on Wednesday, December 19th to discuss the plans and activities for these events.

AGENDA ITEM 13

SWAT
511 Southwest Contra Costa County
Transportation Demand Management Program

Date: January 7, 2008
To: SWAT
From: Darlene Amaral, SWAT TDM Program Analyst
RE: 511 Southwest Contra Costa County TDM Program Monthly Update

Major Activities

Employer Outreach

Throughout the month of December, staff attended a number of employer/commuter transportation fairs and community events, including:

- December 11th – AT&T in San Ramon. Staff was on-site to provide commuter information from 11:00 am to 1:00 pm. Approximately 25 employees requested commute alternative information.
- December 12th – Lafayette Chamber of Commerce Holiday Mixer. There were approximately 30-35 attendees at this mixer, and staff had an opportunity to promote the 511 Contra Costa programs.
- Friday, December 14th – The Plaza at San Ramon. Staff was invited to attend a monthly tenant meeting. There were approximately 20-25 attendees, and staff had an opportunity to promote the 511 Contra Costa programs.

Bike to Work Day 2008

The 511 Contra Costa Program Managers are in discussions with MTC and the Bay Area Bicycle Coalition (BABC) regarding 511 Contra Costa's participation in the planning and implementation of Bike to Work Day events in Contra Costa County for 2008. More information will be provided at the January SWAT meeting.

Employer Events

TDM staff continues to coordinate and attend Transportation Commuter Fairs and Community Events throughout the SWAT region to promote the 511 Contra Costa TDM programs. If you know of an employer in your area who might be interested in hosting a Transportation Commuter Fair, please contact me, and I will be happy to work with that employer.

New Year Mailing

Once again, 511 Contra Costa staff will distribute the New Year mailing to all SWAT employers. The marketing information will include the Ready, Set, Ride brochure which gives a detailed description of all the incentive programs that is available to commuters who commute to, through and from Contra Costa County.

Other Projects/Programs

City of Lafayette – Employer Survey

The City of Lafayette is finalizing their commute survey of its' downtown employers. The survey will gauge existing commute patterns, parking issues and what, if any, incentives are or could be utilized to discourage employees from driving alone to work.



CONTRA COSTA TRANSPORTATION AUTHORITY

COMMISSIONERS: *Charlie Abrams, Chair* *Dave Hudson, Vice Chair* *Janet Abelson* *Susan Bonilla* *Donald P. Freitas*
Federal Glover *Brad Nix* *Julie Pierce* *Don Tatzin* *Maria Viramontes*

TO: Barbara Neustadter, TRANSPAC Lisa Hammon, WCCTAC
Andy Dillard, SWAT Mike Tassano, TVTC
John Signamony, TRANSPLAN Kathy Polkinghorn, LPMC/SWAT (TAC)

FROM: Robert K. McCleary, Executive Director *Bob McCleary*

DATE: November 29, 2007

SUBJECT: Items approved by the Authority on November 28, 2007, for circulation to the Regional Transportation Planning Committees (RTPCs), and items of interest

At its November 28, 2007 meeting, the Authority discussed the following items, which may be of interest to the Regional Transportation Planning Committees:

1. **Overall Funding Strategy: Anticipated Completion of the Initial Measure J Strategic Plan, and Preparation of a 25-Year STIP Program for Inclusion in the 2009 Regional Transportation Plan (RTP).** The Authority took the following actions with respect to its long-term funding plan:
 - 1.1. **25-Year RTP Program.** In an effort to underscore the need to preserve Contra Costa discretion over its STIP funds, the Authority has initiated the development of a 25-year STIP list that will demonstrate Contra Costa's STIP expectations to MTC. The list will be constrained to Contra Costa's anticipated STIP share of \$440 million (beyond existing 2008 STIP commitments). Initial project submittals are due by December 28, 2007. Authority staff members Peter Engel (transit) and Hisham Noeimi (highways, streets and roads) will work with transit operator and RTPC staff to facilitate RTPC, Planning Committee, and Authority review. Adoption of an initial list is scheduled for January 16, 2008 in order to make our needs and expectations clear to MTC.
(Attachment: Letter to RTPCs and transit operators soliciting input to the 25-year STIP program)
 - 1.2. **Full Funding for eBART as part of the 2007 Measure J Strategic Plan.** In conjunction with the initiation of the above program, the Authority also adopted, in concept and pending final action in December, inclusion of a \$138 to \$150 million bond issue in 2015, dedicated to complete the Measure J funding of the eBART project. The costs of issuance and debt service would be solely borne by the project. This commitment would be based on the following:
 - 1.2.1. Fully funding the eBART project as part of this initial Strategic Plan will result in an MTC commitment of the full \$241 million in toll bridge revenues reserved for the project, and an additional \$40 million in STA bond funds;
 - 1.2.2. The first ten years of new STIP funds beyond existing commitments (through FY 2013), FY 2014 through FY 2023, would be applied largely outside of East Contra Costa for projects in SWAT, TRANSPAC, and WCCTAC;
 - 1.2.3. The combination of the bond issue for eBART and commitment of future funding for projects elsewhere should allow the Authority to accomplish Measure J and other critical projects throughout the county;

- 1.2.4. The 2015 bond issue is predicated on zero percent real growth – 3.5 percent nominal growth – well below the 4.6 percent growth rate experienced over the life of Measure C, and should not impact other aspects of the Measure J program. It is a conservative financial assumption; and
- 1.2.5. The Authority will carefully reevaluate its financial condition and the feasibility of the bond issuance in periodic updates to the Strategic Plan.

Based on the above parameters, the Authority encourages SWAT, TRANSPAC and WCCTAC to support this proposal for the Strategic Plan.

2. **Approval of MOU between the Authority, the Alameda County CMA, and WCCTAC for Funding of the I-80 Integrated Corridor Management (ICM) Project Design.** The proposed I-80 ICM project includes an array of “state-of-the-practice” Intelligent Transportation Systems components, such as ramp metering, changeable message signs, advisory speed limits, and electronic lane closure signs. The Authority and the ACCMA are jointly committing \$6.3 million in funding for project design. The Authority’s share of \$3.339 million will tentatively be funded using 2008 STIP funds, with the condition that local jurisdictions must fully support the project before design funds are expended. In accordance with the direction staff received in October, the language in the local Resolution of Support has been strengthened to underscore that local jurisdictions shall participate in a TAC to jointly determine, with Caltrans, the protocols for controlling the metering signals and preventing traffic back ups onto surface streets. *The Authority approved the MOU.*
3. **Adoption of the 2007 Congestion Management Program (CMP).** The Authority released a draft 2007 CMP in September with a deadline for comments of October 5. Staff received comments and corrections to the Draft 2007 CMP and has prepared responses to those comments and proposed changes to the document itself. (Resolution No. 07-08-G) *The Authority adopted the proposed CMP update at a noticed public hearing and will submit the CMP to MTC by December 18.*



CONTRA COSTA TRANSPORTATION AUTHORITY

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Karen Stepper

Don Tatzir

Maria Viramontes

Robert K. McCleary
Executive Director

3478 Buskirk Ave.
Suite 100

Pleasant Hill
CA 94523

PHONE:
925/407-0121

FAX:
925/407-0128

<http://www.ccta.net>

November 29, 2007

To: Regional Transportation Planning Committees and Transit Operators

Re: Development of a 25-year STIP list for inclusion in the 2009 Regional Transportation Plan

Last night, the Contra Costa Transportation Authority requested that staff work with the Regional Transportation Planning Committees (RTPCs) and Contra Costa transit operators to develop a 25-year STIP list. The list will be submitted to MTC in mid January.

MTC is developing its 2009 Regional Transportation Plan (RTP). Unlike previous RTPs, MTC staff has indicated that they will not be providing the CMAs with financial targets to meet. Instead, a call for projects will be issued in late January, and MTC staff proposes to use performance criteria (perhaps based on delay, per capita VMT reduction, affordability, and emissions targets) to decide which projects to include in the financially constrained 2009 RTP. Projects that are not in the constrained RTP list would not be able to receive federal or state funds. In essence, such action would take away Contra Costa's discretion on how to use its future STIP funds.

In an effort to underscore the need to preserve Contra Costa discretion over its STIP funds, the Authority is proposing the development of a 25-year STIP list that will demonstrate Contra Costa's STIP expectations to MTC. The list will be constrained to Contra Costa's anticipated STIP share of \$440 million (beyond existing 2008 STIP commitments). The Authority agreed to use the attached list (totaling ~\$1 billion) as a starting point for discussion. The list was developed based on the 2008 STIP call for projects, Proposition 1B Corridor Mobility Improvement Account (CMIA) candidates, and upcoming Measure J projects. By constraining the list submitted to MTC, the Authority will make a clear statement regarding its RTP expectations. Other CMAs in the region are expected to prepare similar lists to show MTC their local priorities for STIP funds.

The attached list of \$1 billion needs to be narrowed down significantly and revised as appropriate. General categories will need to be removed or replaced with specific projects. Note that projects that expect to be fully funded with non-STIP fund sources will be added to the RTP later and do not need to be included in the attached list.

Specifically, we are requesting the RTPCs and Transit Operators to help us do the following:

1. Review the projects' descriptions and cost information, and determine instances where non-STIP funding sources (such as fees) should be added, thereby reducing the demand on future STIP funds.
2. In order to narrow down the list, RTPCs should assign priority to the projects in their areas. Potential evaluation criteria likely to be used by the Authority for the constrained list include:

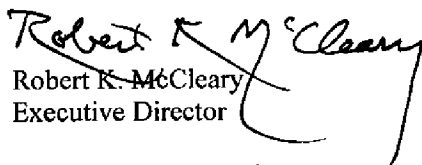
- a) Funding shortfalls that hinder completion of Measure J projects;
 - b) Project deliverability, including status of other funding sources, the quality of information on a project's cost, scope, and schedule;
 - c) Safety, delay reduction, and/or mobility enhancement;
 - d) Facilities that will encourage greater transit usage;
 - e) Environmental considerations; and
 - f) Transit and local streets and road rehabilitation needs where traditional funding sources are insufficient to meet the magnitude of specific project needs.
3. Identify projects of lower priority that can be removed or replaced.
 4. Identify significant new projects deemed critical to the RTPC and/or transit operator, sought to be included.
 5. For projects to be added to the list, please provide project description, cost, funding secured to date, potential STIP request (escalated dollars), and likely schedule.
 6. Highlight projects where funding is likely to be sought in the first 10 years (through FY2023), and provide more detailed likely schedule information.

Transit Operators are requested to coordinate their recommendations both with Peter Engel of Authority staff and with the affected RTPC(s). System wide requests can be submitted directly through Authority staff. Please note that the passage of SB717 diverted a portion of STIP funds directly to transit operators, thereby reducing the overall funds available and the proportion of funds within the STIP dedicated to transit.

Also, in conjunction with a tentative agreement by the Authority, subject to final action in December, to include a \$138 to \$150 million bond issue for eBART in 2015, the Authority adopted a strategy of using STIP funds for the period FY 2014 to FY 2023 largely in other parts of the county, in order to make progress on the Measure J project commitments in west, southwest and central county. Consequently, East County requests should focus on the period beyond FY 2023. Please note that the RTP is not a programming document, but a pool of projects that would be eligible for future consideration in each new biennial STIP. Nonetheless, we expect the Authority will continue to work to achieve all of its Measure J and Measure C commitments as part of its covenant with the voters.

We will work diligently with RTPC and transit operator staff over the next month to finalize a draft list for initial consideration, and seek to assemble that initial "pared down" list by December 28, 2007. Should you have any questions, please contact Hisham Noeimi at 925.256.4731. Thank you in advance for your assistance.

Sincerely,


Robert K. McCleary
Executive Director

c.c. Authority members

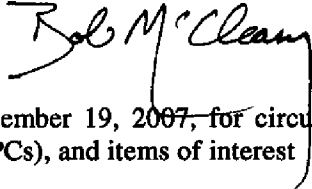
Attachment: Preliminary 25 year STIP List



CONTRA COSTA TRANSPORTATION AUTHORITY

COMMISSIONERS: *Charlie Abrams, Chair* *Dave Hudson, Vice Chair* *Janet Abelson* *Susan Bonilla* *Donald P. Freitas*
Federal Glover *Brad Nix* *Julie Pierce* *Don Tatzin* *Maria Viramontes*

TO: Barbara Neustadter, TRANSPAC Lisa Hammon, WCCTAC
 Andy Dillard, SWAT Mike Tassano, TVTC
 John Signamony, TRANSPLAN Monica Pacheco, LPMC/SWAT (TAC)

FROM: Robert K. McCleary, Executive Director 

DATE: December 20, 2007

SUBJECT: **Items approved by the Authority on December 19, 2007, for circulation to the Regional Transportation Planning Committees (RTPCs), and items of interest**

At its **December 19, 2007** meeting, the Authority discussed the following items, which may be of interest to the Regional Transportation Planning Committees:

1. **2008 State Transportation Improvement Program (STIP)** – Staff provided an update on the adopted 2008 Final Fund Estimate, and the Authority approved reprogramming of \$199,000 in Planning, Programming and Management (PPM) funds to fully fund the Authority’s commitment for the design of Interstate 80 ICM project. The Fund Estimate shortfall may result in delays to future projects, compared to the current schedules. **Resolution No. 07-18-P, (rev. 1).** *(Attachment)*
2. **Resolution of Support for Continued and Expanded Funding of Local Streets and Roads through T-2035.** Continued and expanded funding of local streets and roads is one of many important issues that MTC’s Regional Transportation Plan Update (T-2035) will discuss. Local jurisdictions are encouraged to request support of continued funding through adoption of the attached resolution. *(Attachment)*
3. **Fiscal Audit, Single Audit, and Management Letter for the year ended June 30, 2007.** The purpose of the Fiscal Audit (including the Independent Auditor’s Report and the General Purpose Financial Statements) is to provide an independent assessment that the Authority’s financial statements accurately portray financial activities occurring during the year, based on generally accepted accounting principles. Mr. Cory Biggs from Maze and Associates, the Authority’s independent auditors, provided a brief overview of the statements. There were no adverse findings, and the audit found the Authority’s financial statements to fairly represent, in all material respects, the financial position of the Authority. The Authority accepted the audit.
4. **Adoption of 2007 Measure J Strategic Plan.** The Authority approved a draft Measure J Strategic Plan in July. At that time, the sole remaining issue was funding of eBART within the seven year Strategic Plan “window”. TRANSPLAN recommended an approach at its November 8th meeting, which was subsequently endorsed at the November 28th Authority meeting and is reflected in the final draft. The Authority approved Resolution No. 07-24-P adopting the final Strategic Plan, contingent upon MTC’s formal commitment to make all bridge toll funds available “as soon as funds are needed” for Route 4 and eBART, and contingent upon no objections being received from the regional committees. After a discussion of language regarding future Authority funding commitments, and an agreement to revisit Resolved clauses 4 and 5 over the next two months, the Authority adopted Resolution No. 07-24-P. *(Attachment)*

5. **Twenty-Five Year Program for Contra Costa's "County Share" Funds for the 2009 Regional Transportation Plan (RTP): Next Steps.** To illustrate local needs, the Authority approved preparing a 25-year capital program that fully utilizes Contra Costa's estimated formula funds. Initial instructions to the RTPCs and transit operators were transmitted on November 29, 2007, with responses due by December 28, 2007. With the Planning Committee meeting moved to January 9, staff recommended accepting responses through January 4, 2008. However, based WCCTAC's schedule, and on new information that MTC was considering extending the deadline for project submittals to late February or early March 2007, the Authority authorized project submittals through the end of January. If MTC retains its mid-February deadline, a special Authority meeting for approval would be held on February 6, 2008 (in lieu of the Planning Committee meeting). If the deadline is moved, action would be taken at the regular Authority meeting of February 20, 2008.



ORIGINAL

CONTRA COSTA TRANSPORTATION AUTHORITY

Resolution #07-18-P (revision 1)

Adoption of a Project List for the 2008 State Transportation Improvement Program

Whereas, as the Congestion Management Agency for Contra Costa, the Authority is required to establish priorities for projects to be included in the 2008 State Transportation Improvement Program (STIP); and

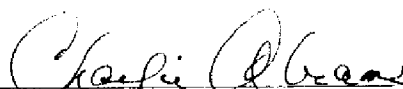
Whereas, the Metropolitan Transportation Commission (MTC), in Resolution 3825 has requested that the Authority submit draft project nominations by November 16, 2007, with final project nomination packages to be submitted by December 18, 2007; and

Whereas, the Final Fund Estimate adopted by CTC on October 24, 2007 indicated a Contra Costa share of \$21,722,000 in regular programming capacity for the 2008 STIP; and

Whereas, the Authority has solicited projects for 2008 RTIP funding;

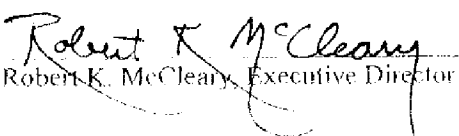
Now, Therefore, Be it Resolved:

- (1) that the Contra Costa Transportation Authority adopts as its final project list for the 2008 RTIP the set of projects included in Exhibit A of this Resolution; and
- (2) that \$1,271,000 in Transportation Enhancement (TE) funds be kept in reserve for future allocation by the Authority; and
- (3) that the \$3,339,000 in funds for final design of Interstate 80 Integrated Corridor Mobility (I-80 ICM) project (including \$199,000 programmed from FY 2008-09 Planning, Programming, and Monitoring funds) is contingent upon local jurisdictions along the I-80 corridor endorsing the project, which is currently under preliminary engineering, before design funds are expended; and
- (4) that the pre-commitment from the 2010 STIP for eBART is for the entire \$13 million requested; and will be taken off the top of the fund estimate for the 2010 STIP; and
- (5) that all other applications for the 2010 STIP will be scored and ranked based on the criteria to be adopted by the Authority at that time.


Charlie Abrams, Chair

This Resolution was entered into at a meeting
of the Contra Costa Transportation Authority,
held on December 19, 2007 in Pleasant Hill, California

Attest:


Robert K. McCleary, Executive Director

Attachment Item #1

**Exhibit A
Resolution 07-18-P (revision 1)**

**Contra Costa Transportation Authority 2008 STIP
Project Nominations and Proposed Funding**

| Agency | Project Name | 2008 STIP suggested Programming | Comments |
|----------------------------------|---|--|--|
| CCTA/MTC | Project Programming and Monitoring (PPM) | \$1,041,000 | |
| CCTA/MTC | Transportation Enhancement Reserve | \$2,541,000 | |
| CCTA | SR4 East Widening: Somersville to SR160 | \$15,000,000 | |
| CCTA | I-80 Integrated Corridor Mobility - Phase 1 | \$3,140,000 | \$199,000 reprogrammed from FY08/09 PPM to fully fund PSE cost on this project |
| | | | |
| TOTAL (Fund Estimate) | | \$21,722,000 | |

RESOLUTION [#]
BY THE [CITY/TOWN OF _____]

RE: SUPPORT FOR MTC TO PROVIDE CONTINUED AND EXPANDED FUNDING TO LOCAL JURISDICTIONS FOR THE MAINTENANCE AND IMPROVEMENTS OF STREETS AND ROADS

WHEREAS the Metropolitan Transportation Commission (MTC) is the designated Metropolitan Planning Organization (MPO) for the San Francisco Bay Area; and

WHEREAS, as the MPO, MTC receives federal allocations of Surface Transportation Planning (STP) funds, a portion of which pass through MTC to the Cities and the Counties of the Bay Area and are used to maintain and improve local streets and roads; and

WHEREAS, state and federal law requires that MTC develop a Regional Transportation Plan (RTP) and update it every four years; and

WHEREAS, the RTP is a 25-year transportation planning document that is required under federal law to include a financial element; and

WHEREAS, MTC's adopted 2005 RTP (called "T-2030"), includes a 25-year forecast for transportation funding in the Bay Area, including the allocation of federal STP funds; and

WHEREAS, MTC is in the process of updating its RTP; and

WHEREAS, under the current federal authorization (SAFETEA-LU), FHWA allocated \$32.7 billion in STP funds nationwide; and

WHEREAS, the Bay Area's share of STP funds is \$452 million over the life of SAFETEA-LU from 2003 through 2009; and **WHEREAS**, 100% of STP funds are eligible for funding transit capital shortfalls and local streets and roads rehabilitation for the Bay Area; and

WHEREAS, in the past decade MTC has allocated an increasing percentage of STP funds in successive RTPs to its regional programs such as Transportation for Livable Communities (TLC) and Regional Pedestrian and Bicycles, and is contemplating further increases for ABAG's "Focus" program; and

WHEREAS, the amount of STP funding that MTC channels to its regional programs has increased from \$180 million in the 2001 RTP, to \$740 million in the 2005 RTP;¹ and

WHEREAS, the cities of Contra Costa rely heavily upon federal funding sources to maintain and improve local streets and roads; and

¹ Based upon MTC's adopted 2001 and 2005 RTPs.

City of _____

[Date]

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WHEREAS, prior to 1991 revisions, federal funding for local streets and roads was provided directly to the cities and the counties through the federal aid urban and federal aid secondary programs, and were not available to MTC for diversion to regional programs, and

WHEREAS, MTC's regional programs, although beneficial to specific elements of the transportation system, do not contribute directly to maintaining and improving local streets and roads; and

WHEREAS, based upon the currently adopted RTP, the cost of maintaining local streets and roads is \$16.7 billion, while revenues are projected at \$10.2 billion,² and

WHEREAS, additional funding for streets and roads is urgently needed,

NOW, THEREFORE BE IT RESOLVED that the [City/Town of _____]:

1. Finds the deteriorating conditions of local streets and roads to be an extremely serious problem warranting immediate attention, in order to limit further damages and return the streets and roads to a decent state of repair; and
2. Supports expanded funding for local streets and roads out of discretionary federal funds flowing directly to MTC through commitments in the 2009 RTP; and
3. Encourages MTC to expand funding of local streets and roads by utilizing federal regional Surface Transportation Program (STP) funding, other discretionary sources that flow directly through MTC, and new sources that become available to the region; and
4. Urges MTC to cap the percentage of regional STP funds that are set aside for its regional programs to current levels or less, in order to increase the opportunity to fund local streets and roads rehabilitation and capital maintenance.

Mayor/Chair

This Resolution was adopted at a meeting of [the Council/Board of the City/Town of _____] held on [date].

Attest:

² Based Upon the adopted T-2030 RTP.



Resolution #07-24-P

**RE: ADOPTION OF THE CONTRA COSTA TRANSPORTATION
AUTHORITY 2007 MEASURE J STRATEGIC PLAN**

WHEREAS, the Measure C Sales Tax Renewal Ordinance (# 88-01 as amended by #04-02), herein referred to as "Measure J", approved by the voters in November 2004, allocates \$820.6 million for various projects in 2004 dollars; and

WHEREAS, sales tax revenues for such projects will accrue over the twenty five year life of the measure; and


WHEREAS, the Authority has pursued debt financing to provide funding earlier than would be possible from annual sales tax receipts, and such debt financing requires a detailed financial plan for scheduling of projects; and

WHEREAS, the Authority now wishes to commit to the scheduling and funding of specific projects through FY 2015; and

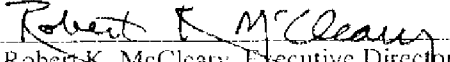
WHEREAS, given the most recent forecast of sales tax receipts and the need for debt financing, the Authority will be unable to fully program every project category up to the levels included in the original Expenditure Plan in 2004 dollars, and will therefore limit full programming of certain project categories until such time as the overall revenue forecasts increase;

NOW, THEREFORE, BE IT RESOLVED:

- (1) That the Contra Costa Transportation Authority adopts the *2007 Measure J Strategic Plan* as its policy guide for appropriation of project funds; and
- (2) That the Authority intends to review and update the *Strategic Plan* no later than 2009, and anticipates there will be interim amendments as warranted.
- (3) That the Authority intends to program the majority of future STIP funds (FY2014 through FY 2023) to projects in west, central and southwest county.


Charlie Abrams, Chair

This Resolution was approved
at a meeting of the Contra Costa
Transportation Authority, held on
December 19, 2007 in Pleasant Hill, California.

Attest: 
Robert K. McCleary, Executive Director

Attachment Item #4