



# SWAT

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

## SOUTHWEST AREA TRANSPORTATION COMMITTEE

### MEETING AGENDA REVISED

**Monday, February 5, 2024**

**3:00 p.m.**

City of Orinda, City Hall  
Sarge Littlehale Community Room  
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 City Hall, 7000 Bollinger Canyon Road, San Ramon, CA during normal business hours.*

#### 1. CONVENE MEETING/SELF INTRODUCTION

#### 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 Meeting Minutes of December 4, 2023.

**5.B Approval** of SWAT TAC recommendation to appoint staff to the Contra Costa Transportation Authority Countywide Bicycle and Pedestrian Advisory Committee (CBPAC) for the term January 1, 2024, through December 31, 2025.

End of Consent Calendar

#### 6. REGULAR AGENDA ITEMS

**6.A Election** of 2024 SWAT Chair and SWAT Vice Chair for one-year term effective January 31, 2024, through January 31, 2025 (Attachment – Action Required)

**6.B Appoint** San Ramon Valley (SRV) SWAT representative and alternate to Contra Costa Transportation Authority for a two-term effective January 31, 2024, through January 31, 2026 (Attachment – Action Required)

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

- SWAT Annual Report FY 2022-2023
- TRANSPAC Board Meeting Summary – October 12, 2023
- TRANSPAC Board Meeting Summary – November 9, 2023
- CCTA Board Meeting Summary – November 15, 2023
- SWAT Meeting Summary – December 4, 2023
- TRANSPAC Meeting Summary – December 14, 2023
- TRANSPLAN Meeting Summary – December 14, 2023
- CCTA Board Meeting Summary – December 20, 2023
- WCCTAC TDM 2.0 Board Staff Report and Letter, January 26, 2024

**8. DISCUSSION**      Next Agenda

**9. ADJOURNMENT**      The next SWAT meeting will take place on Monday, March 4th, 2024 -  
3:00 p.m., City of Moraga, Building and Room TBD

The SWAT Committee will provide reasonable accommodation for persons with disabilities planning to participate in SWAT monthly meetings. Please contact Chris Weeks at least 48 hours before the meeting at (925) 973-2547 or [cweeks@sanramon.ca.gov](mailto:cweeks@sanramon.ca.gov)

Agendas, minutes, and other information regarding this committee can be found at: <https://swatcommittee.org/>

**AGENDA ITEM 5.A**



# SWAT

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

## SUMMARY MINUTES

**December 4, 2023 – 3:00 p.m.**

City of Orinda, City Hall  
Sarge Littlehale Community Room  
22 Orinda Way, Orinda, CA

**Committee members present:** Darlene Gee, City of Orinda (Chair); Renata Sos, Town of Moraga (Vice Chair); Teresa Gerringer, City of Lafayette; Scott Perkins, City of San Ramon; Candace Andersen, Contra Costa County; Karen Stepper, Town of Danville

**Committee members absent:** None

**Staff members present:** Sivakumar Natarajan, City of Orinda; Robert Sarmiento, Contra Costa County; Darlene Amaral, City of San Ramon/SWAT TDM; Chris Weeks, City of San Ramon; Adam Cleary, Town of Danville; Patrick Golier, City of Lafayette; Katy Hornbeck, East Bay Regional Park; Mike Stangl, East Bay Regional Park; Stephanie Hu, Contra Costa Transportation Authority; Garrett Kaya, HDR; Udit Molakatalla, DKS Associates

### **Others present:**

1. **CONVENE MEETING/SELF INTRODUCTIONS:** Meeting called to order by Chair Gee at 3:01 p.m.

2. **PUBLIC COMMENT**

3. **BOARD MEMBER COMMENT**

4. **ADMINISTRATIVE ITEMS**

5. **CONSENT CALENDAR:**

5.A Approval of Minutes: SWAT Meeting of August 7, 2023

**ACTION: APPROVED** – Andersen/Stepper/unanimous

End of Consent Calendar

6. **REGULAR AGENDA ITEMS:**

6.A **Request feedback and recommendation** to Contra Costa Transportation Authority on a Measure J funding recommendation for a trail rehabilitation project in the SWAT region.

Katy Hornbeck, Grant Manager, and Michael Stangl, Project Coordinator from East Bay Regional Parks presented this item.

**ACTION:** Informational Items Only – No action required

- 6.B Presentation** Contra Costa Transportation Authority (CCTA) staff provide an update on the status of the Northbound I-680 Express Lane Completion (ELC) Project in preparation for the anticipated release of the draft environmental document in spring of 2024.

Stephanie Hu, CCTA and Garrett Kaya, HDR presented this item.

**ACTION:** Informational Items Only – No action required

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

- SWAT Meeting Summary – August 7, 2023
- CCTA Board Meeting Summary – September 13, 2023
- TRANSPAC Meeting Summary – September 14, 2023
- CCTA Board Meeting Summary – October 18, 2023

**ACTION:** Informational Items Only – No action required

8. **DISCUSSION:** Next Agenda

9. **ADJOURNMENT:** to \*Monday, January 8, 2024, at 3:00 p.m.– City of Orinda, City Hall, Sarge Littlehale Community Room, 22 Orinda Way, Orinda, CA 94563

\*Due to Holiday, the SWAT meeting in January 2024 will take place on the 2<sup>nd</sup> Monday of the month.

**ACTION:** Meeting adjourned by Chair Gee at 4:03 p.m.

**Staff Contact:**

Chris Weeks, SWAT Administrator  
City of San Ramon  
P (925) 973-2547  
Email address: [cweeks@sanramon.ca.gov](mailto:cweeks@sanramon.ca.gov)

**Alternate Staff Contact:**

Darlene Amaral, SWAT Administrative/TDM Staff  
City of San Ramon  
P (925) 973-2655  
Email address: [damaral@sanramon.ca.gov](mailto:damaral@sanramon.ca.gov)

**AGENDA ITEM 5.B**



# SWAT

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

**DATE:** February 5, 2024

**TO:** Southwest Area Transportation Committee (SWAT)

**FROM:** SWAT Technical Advisory Committee (TAC)

**SUBJECT:** Recommendation of SWAT TAC Appointments to the Contra Costa Transportation Authority's Countywide Bicycle and Pedestrian Advisory Committee (CBPAC)

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## BACKGROUND

At the July 11, 2022 SWAT meeting, SWAT appointed Chris Weeks as the SWAT representative to the Contra Costa Transportation Authority's Countywide Bicycle and Pedestrian Advisory Committee (CBPAC) for a two-year term. He has completed the two year term vacated by a staff change in Danville.

SWAT TAC recommends the re-appointment of Chris Weeks, City of San Ramon, to the CBPAC Committee as the SWAT representative for a two-year term (ending December 31, 2025).

Due to the retirement of Darlene Amaral, scheduled for the end of February 2024, SWAT TAC recommends the appointment of Patrick Golier, City of Lafayette SWAT representative to serve as the Alternate Staff Representative to the CBPAC.

SWAT TAC also agreed to re-appoint the Citizen Representative, Bill Keeshen of Danville.

## RECOMMENDATION

The SWAT TAC recommends SWAT approve appointment of SWAT Staff Representative, SWAT alternate, and Citizen Representative to the Countywide Bicycle Pedestrian Advisory Committee (CBPAC) for a two-year term ending December 31, 2025.

SWAT Staff Representative: Chris Weeks, City of San Ramon  
SWAT Alternate Staff Representative: Patrick Golier, City of Lafayette  
SWAT Citizen Representative: Bill Keeshen

## Staff Contact:

Chris Weeks, SWAT Administrator  
Phone: (925) 973-2547  
Email: [cweeks@sanramon.ca.gov](mailto:cweeks@sanramon.ca.gov)

**AGENDA ITEM 6.A**





# SWAT

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

**DATE:** February 5, 2024

**TO:** Southwest Area Transportation Committee (SWAT)

**FROM:** SWAT Technical Advisory Committee (TAC)

**SUBJECT:** Rotation of SWAT Chair and Vice Chair for 2024

## BACKGROUND

As described in the SWAT Rules of Procedure, the SWAT Chair and Vice Chair rotates for a 12-month term, from January 2023 through January 2024. The sequence of rotation is Contra Costa County, Lafayette, Danville, Orinda, Moraga, San Ramon.

As such, the 2024 SWAT Chair is scheduled to rotate to the Moraga SWAT Representative, and SWAT Vice Chair is scheduled to rotate to the San Ramon SWAT Representative, effective February 5, 2024.

## RECOMMENDATION

It is recommended that SWAT consider the following:

1. Appoint the Moraga SWAT Representative as the 2024 SWAT Chair; and
2. Appoint the San Ramon SWAT Representative as the 2024 SWAT Vice Chair.

## ATTACHMENT

1. SWAT Rules of Procedure

## NEXT STEPS

1. Notify Contra Costa Transportation Authority (CCTA) of the SWAT Chair and Vice Chair Representatives; and
2. Identify and confirm SWAT meeting location to be determined by SWAT Chair, effective March 2024 through January 2025.

## Staff Contact:

Chris Weeks, SWAT Administrator  
Phone: (925) 973-2547  
Email: [cweeks@sanramon.ca.gov](mailto:cweeks@sanramon.ca.gov)

# **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.
- (d) The Chair, or in his/her absence the Vice Chair, shall be the presiding officer of the Committee and shall assume his/her place and duties as such immediately following his/her appointment. In the event the Vice Chair is absent, the Chair shall have the right to name any member of the Board to perform the duties of the Chair, but such substitution shall not extend beyond adjournment.

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

## 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’s Technical Coordinating Committee (TCC) and Countywide Bicycle and Pedestrian Advisory Committee (CBPAC) 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.

***REVISION AS APPROVED 1/5/15***

**AGENDA ITEM 6.B**



# SWAT

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

**DATE:** February 5, 2024

**TO:** Southwest Area Transportation Committee (SWAT)

**FROM:** SWAT Technical Advisory Committee (TAC)

**SUBJECT:** South County SWAT Appointment to the Contra Costa Transportation Authority for 2-year term

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## BACKGROUND

The SWAT representative to the Contra Costa Transportation Authority (CCTA), from the San Ramon Valley, is rotated between the jurisdictions of San Ramon and Danville. Currently, the San Ramon representative is serving a two-year term through January 31, 2024.

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

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

The South County SWAT representative to CCTA was scheduled to rotate to the Danville representative for a two-year term effective February 1, 2020 through January 31, 2022. However, at that time, the Danville representative (Newell Arnerich) was serving as the Mayor’s Conference representative to the CCTA. Therefore, the South County Representative that was appointed to CCTA was from San Ramon (Hudson). Newell Arnerich’s term as the Mayors Conference representative expires on January 31, 2025. The San Ramon Valley Representative (Hudson) to CCTA informed CCTA that he will be stepping down from his appointment as the SWAT CCTA representative on 05/17/23 as well as his role as San Ramon Representative to SWAT. San Ramon City Council appointed Scott Perkins as the new San Ramon Representative to SWAT replacing Mayor Hudson on 06/13/2023. SWAT appointed Scott Perkins, San Ramon Representative, to complete Mayor Hudsons term as the South County representative which expired January 31, 2024

At this time, per the SWAT Rules of Procedure, the San Ramon SWAT representative should continue to serve as the San Ramon Valley representative to the CCTA, for the two-year term through January 31, 2026.

### **RECOMMENDATION**

1. Appoint the San Ramon SWAT representative Scott Perkins as the San Ramon Valley SWAT representative to the CCTA; and
2. Appoint the Danville SWAT representative Karen Stepper as the alternate San Ramon Valley SWAT alternate representative to the CCTA, for a two-year term effective January 31, 2024 through January 31, 2026.

### **ATTACHMENTS**

1. Contra Costa Transportation Authority letter dated December 22, 2023.

### **Staff Contact:**

Chris Weeks, SWAT Administrator  
Phone: (925) 973-2547  
Email: [cweeks@sanramon.ca.gov](mailto:cweeks@sanramon.ca.gov)





CONTRA COSTA  
transportation  
authority

COMMISSIONERS

December 22, 2023

Federal Glover,  
Chair

Darlene Gee, Chair

Newell Americh,  
Vice Chair

SWAT c/o City of Orinda

Ken Carlson

22 Orinda Way

Paul Fadelli

Orinda, CA 94563

Loella Haskew

Subject: Expiration of Authority Member and Alternate Terms and Appointment of a South County Representative and Alternate for the Term of February 1, 2024 through January 31, 2026

Chris Kelley

Aaron Meadows

Dear Chair Gee,

Sue Noack

Commissioner Scott Perkin’s term as the SWAT representative on the Contra Costa Transportation Authority (Authority) Board will be expiring on January 31, 2024. The Authority kindly requests that the SWAT Board make an appointment to the Authority Board for the term of February 1, 2024 through January 31, 2026. An alternate also needs to be appointed. The current alternate is Commissioner Alternate Karen Stepper.

Scott Pekins

Renata Sos

Lamar Thorpe

Please notify the Authority in writing of your appointments and provide us contact information for any new appointees. If any changes occur, we ask that you please advise the Authority in writing. We anticipate seating new members formally at the Authority Board meeting on February 21, 2024, and at the Authority’s Planning Committee and Administration & Projects Committee meetings depending upon appointment in March (March 7, 2024).

Timothy Haile,  
Executive Director

Thank you for your attention to this matter. Please feel free to contact me at (925) 256-4722 or via email at [tgrover@ccta.net](mailto:tgrover@ccta.net) if you have any questions.

Sincerely,

Tarienne Grover, MMC, EMPA  
Director, Administrative Services

2999 Oak Road  
Suite 100  
Walnut Creek  
CA 94597  
PHONE: 925.256.4700  
FAX: 925.256.4701  
[www.ccta.net](http://www.ccta.net)

Cc: Councilmember Scott Perkins, City of San Ramon, Authority Commissioner Mayor Karen Stepper, Town of Danville, Authority Commissioner Alternate Timothy Haile, Authority Executive Director  
Chris Weeks, SWAT Administrative Staff, c/o City of San Ramon

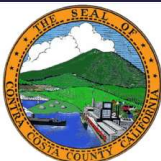
**AGENDA ITEM 7**

# 511 CONTRA COSTA

## Southwest Area Annual Report

Fiscal Year 2022-2023

December 2023



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# SOUTHWEST AREA TRANSPORTATION (SWAT)

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## SWAT Jurisdictions

1. City of Lafayette
2. Town of Danville
3. City of Orinda
4. Town of Moraga
5. City of San Ramon
6. Contra Costa County

## SWAT Elected Officials

1. City of Lafayette
  - Teresa Gerringer, Council Member
2. Town of Danville
  - Karen Stepper, Vice Mayor
3. City of Orinda, SWAT Chair
  - Darlene Gee, Vice Mayor
4. Town of Moraga, SWAT Vice Chair
  - Renata Sos, Mayor,
5. City of San Ramon
  - Scott Perkins, Councilmember
6. Contra Costa County
  - Supervisor Candace Anderson, District II

## SWAT Technical Advisory Committee

1. City of Lafayette
  - Patrick Golier
2. Town of Danville
  - Andy Dillard
  - Adam Cleary
3. City of Orinda
  - Sivakumar Natarajan
4. Town of Moraga
  - Bret Swain
  - Shawn Knapp
5. City of San Ramon
  - Chris Weeks, SWAT Administrator
  - Darlene Amaral, SWAT Administrative/TDM Staff
6. Contra Costa County
  - Robert Sarmiento

# 511 CONTRA COSTA SWAT: ANNUAL REPORT FOR FISCAL YEAR 2022-2023

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The 511 Contra Costa Southwest Annual report contains survey results and participation data that staff has collected for Fiscal Year 2022 – 2023. 511 Contra Costa is a countywide program that strives to reduce traffic congestion and improve air quality by providing the public with incentives, information, resources, and tools that promote mobility options beyond driving alone.

The 511 Contra Costa Countywide incentive programs such as, but not limited to bike, walk, transit, vanpool, carpool, telecommute, guaranteed ride home and employer outreach. The incentives reflect the mutually agreed upon rideshare programs offered to residents of Contra Costa County as well as commuters who work in Contra Costa County.

Funding for 511 Contra Costa programs is provided primarily by the Bay Area Air Quality Management District (Air District) Transportation Fund for Clean Air (TFCA) and the local half-cent sales tax, known as Measure J, approved by voters in 2004 and administered by the Contra Costa Transportation Authority (CCTA). The TFCA funds come with a number of restrictions and limitations. On top of these requirements, projects also need to meet a Cost Effectiveness threshold (C/E) using the Air District's C/E calculator spreadsheet.

The CCTA and Air District allocate funding for implementing employer and residential based Transportation Demand Management projects and programs. All programs and projects must meet goals and objectives designed to reduce traffic congestion and improve air quality.

## 511 CONTRA COSTA STUDENT PROGRAMS: PASS2CLASS PROGRAM

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The Pass2Class Program for Fiscal Year 2022-2023 School Year (SY) provided students with two months of free transit provided by County Connection at the beginning of the SY. A total of 745 students received passes, representing 550 families.

County Connection worked closely with their bus drivers to track how many students used the bus daily to and from school and invoiced based on total usage for the two months of free transit:

- Estimated Total Ridership for August and September 2022 – 28,769

An online follow-up survey was sent to participating families, of which 236 families responded (43% response rate).

Pass2Class Program Survey Results:

- 29% live five (5) miles or more from school.
- 65% were driven to school by a parent prior to receiving the bus pass.
- 85% began or continue to ride the bus to/from school after receiving the bus pass.
- 82% continue to ride the bus after their pass expired.
- 85% plan on participating in the Pass2Class Program next school year.



## PASS2CLASS PROGRAM PARTICIPATION

\* Schools are listed in alphabetical order. Breakdown by City available upon request.

School	Location	Participation
Acalanes High School	Lafayette	41
California High School	San Ramon	77
Campolindo High School	Moraga	38
Charlotte Wood Middle School	Danville	2
Contra Costa Jewish Day School	Lafayette	1
Coyote Creek Elementary School	San Ramon	6
Creekside Elementary School	Danville	2
De La Salle High School	Concord	1
Del Ray Elementary School	Orinda	3
DIABLO Valley College	Pleasant Hill	1
Diablo Vista Middle School	Danville	1
Donald L. Rhemm Elementary School	Moraga	1
Dougherty Valley High School	San Ramon	84
Gale Ranch Middle School	San Ramon	18
Glorietta Elementary School	Orinda	2
Happy Valley Elementary School	Lafayette	2
Iron Horse Middle School	San Ramon	57
Joaquin Moraga Intermediate School	Moraga	7
Live Oak Elementary School	San Ramon	1
Los Medanos College	Pittsburg	1
Los Perales Elementary School	Moraga	3
Miramonte High School	Orinda	89
Monte Vista High School	Danville	66
Montevideo Elementary School	San Ramon	1
Murwood Elementary School	Walnut Creek	1
Orinda Academy	Orinda	1
Orinda Intermediate School	Orinda	97
Pine Valley Middle School	San Ramon	2
Quail Run Elementary School	San Ramon	2
Saklan School	Moraga	1
San Ramon Adult Education	San Ramon	1
San Ramon Valley High School	Danville	12
St. Perpetua School	Lafayette	1
Stanley Middle School	Lafayette	99
Stone Valley Middle School	Alamo	1
Venture School	San Ramon	1
Wagner Ranch Elementary School	Orinda	1
Walnut Creek Intermediate School	Walnut Creek	2
Windemere Ranch Middle School	San Ramon	15
* Unidentified		3
<b>Total</b>		<b>745</b>

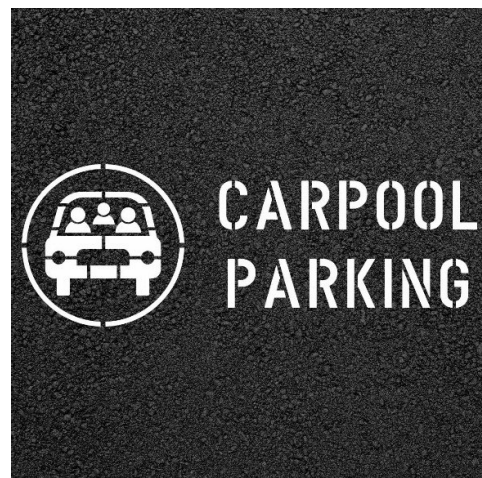


## HIGH SCHOOL CARPOOL TO SCHOOL PROGRAM

The High School Carpool to School Program provides students with an incentive to carpool to school. Eligible students must follow the Rules and Regulations that the school has put into place in order to obtain a Carpool Parking Permit. Each student who obtains a parking permit from their school receives a \$10 gas card. In addition students, along with their passengers, are then entered into a weekly, monthly or quarterly drawing to receive \$5 gift cards.

Listed below are the schools that registered to participate in the program for SY 2022-2023.

1. Dougherty Valley High School (San Ramon) – 12 carpool parking spaces and distributed a total of 26 gift cards to students.
2. Campolindo High School (Moraga) - 18 carpool parking spaces and distributed a total of 55 gift cards to students.
3. Acalanes High School (Lafayette) - 20 carpool parking spaces and distributed a total of 25 gift cards to students.



## TRAFFIX & LAMORINDA SCHOOL BUS PROGRAMS

511 Contra Costa provides an annual subsidy to TRAFFIX Program and The Lamorinda School Bus Program using both TFCA and Measure J funding. The funding allocated provides a fare reduction incentive to help reduce the monthly cost to parents.

TRAFFIX is a Joint Powers Authority (JPA) between the City of San Ramon, Town of Danville, San Ramon Valley Unified School District, and Contra Costa County. Twenty Four (24) buses leased from First Student provide daily bus service to eleven schools, with approximately 1,300 students. The primary objective is to reduce traffic congestion in the most heavily traveled corridors throughout the San Ramon Valley.



The Lamorinda School Bus Program (LSBP) provides home-to-school bus transportation to approximately 1,303 students. Nineteen (19) buses leased from First Student provide daily bus service to ten participating schools in the Lafayette, Moraga, and Orinda School Districts.



# 511 CONTRA COSTA COUNTYWIDE VANPOOL PROGRAM

The Vanpool Passenger Incentive Program provides new passengers a reimbursement of 50% off vanpool fare after riding for three consecutive months.

To start a new vanpool, 511 Contra Costa offers two incentives: (1) provides a startup incentive to help offset monthly lease payments for the first year up to \$2400, (2) provides an incentive to new drivers who start a new vanpool and keep it on the road for one year could be eligible to receive a \$1,000 cash bonus.

A total of 6 vanpools received the startup incentive during 2022-2023 fiscal year. The origin and destination of these 6 vanpools are below:

- Fairfield to Richmond
- Clayton to San Francisco
- Concord to San Francisco
- Rio Vista to Alameda
- San Francisco to San Ramon
- Antioch to San Jose

A total of 47 vanpool passengers received the Vanpool Passenger incentive during 2022-2023 fiscal year. An online follow-up survey was distributed to all the passengers, of which 19 passengers responded (40% response rate).

- 95% - Currently ride in a vanpool.
- Response indicates that 37% reported that they commute to work at least 4 days a week.
- Response indicates that 74% reported that they drove alone prior to joining a vanpool.
- On average, vanpools travel 37 miles (one way) to work.



## 511 CONTRA COSTA SOUTHWEST EMPLOYER PROGRAMS

511 Contra Costa provides support to employers to increase the number of employees using commute alternatives. Throughout the year, employers and local Chambers of Commerce within the Southwest region receives correspondence related to Bike to Work Day, Spare the Air and the 511 Contra Costa incentive programs.

511 Contra Costa is a member of several regional committees, which includes the Tri-Valley & the Contra Costa Resource Team on Air Quality, Association for Commuter Transportation (ACT), ACT Northern California Chapter, and the MTC TDM Working Group

In addition, staff was able to attend a few in-person employer & community events:

1. Attended the Town of Moraga Pear & Wine Festival
  - a. Tabled with County Connection staff, and provided local transit route information, 511 Contra Costa brochure and distributed giveaways.
2. Attended San Ramon Chamber event - State of the City Address with San Ramon's Mayor
  - a. 511CC was a sponsor for this event and distributed promotional items to attendees.
3. Attended 2 San Ramon Chamber event – Business Expo and Mixer
  - a. Tabled to promote 511 Contra Costa programs to employers. Approximately 250 in attendance.
4. Attended the Lafayette Earth Day Festival
  - a. Tabled with County Connection staff, and provided local transit route information, 511 Contra Costa brochure and distributed giveaways.
5. Attended 2 Street Smarts San Ramon Valley Bike Rodeo and Festival
  - a. Tabled and provided bike valet parking to participants and provided 511 Contra Costa brochure and giveaways.
6. Attended Bishop Ranch Appreciation Event
7. Attended Orinda Farmers' Market
  - a. Tabled and provided 511 Contra Costa brochures and promotional items.



8. Attended San Ramon Farmers' Market
  - a. Tables and distributed 511 Contra Costa brochures and giveaways.
  
9. Countywide Summer Bike Challenge – The Summer Bike Challenge provided an incentive to residents in Contra Costa County to ride their bike. More than 3,200 participated in the County wide challenge. One person per city won an iPad grand prize and 27 people won a Bonus Weekly Prize.
  - a. A total of 15 table events were held throughout SWAT cities/town.
    - i. 590 riders visited in-person prize events located throughout Danville, Lafayette, Moraga, Orinda and San Ramon.
  - b. At each table event, all cyclist that stopped received a \$5.00 gift to either Loard's Ice Cream, Cold Stone, Jamba Juice, Starbucks, Small Cakes or In & Out Burger.
    - i. A total of 487 gifts cards and 186 Summer Bike Challenge t-shirts were handed out.



## SUMMER BIKE CHALLENGE



Explore your town from the seat of a bike!



Danville



Lafayette



Moraga



Orinda



San Ramon

# BIKE TO WORK & BIKE TO WHEREVER DAYS 2023

The Bay Area Bike to Work Day took place Thursday, May 18, 2023 and cyclists across the Bay Area were encouraged to get out on their bikes and safely pedal wherever during the month of May.

Throughout Contra Costa County, there were approximately 37 energizer stations. All energizer stations provide cyclists with encouragement, refreshments, and the popular Bike to Work Wherever canvas bags.



SWAT Energizer Stations	Site Location	Hours of Operation
Town of Danville	Iron Horse Trail behind Lunardi's / Danville Train Depot	7:00 a.m. – 9:00 a.m.
City of Lafayette	Plaza Park	7:00 a.m. – 9:00 a.m.
Town of Moraga	Saint Mary's College - St Mary's Pkwy & De La Salle Drive	8:00 a.m. – 10:00 a.m.
City of Orinda	Orinda BART Station	7:00 a.m. – 9:30 a.m.
City of San Ramon / Bishop Ranch	Iron Horse Trail / Bollinger Canyon	7:00 a.m. – 10:00 a.m.



Danville



Lafayette



Moraga



Orinda



San Ramon

## 511 CONTRA COSTA COUNTYWIDE INCENTIVE PROGRAMS



try transit

Provides commuters and college students a \$25 Clipper card to encourage them to try taking public transportation instead of driving alone.



Provides eligible participants with an opportunity to receive a \$25 incentive for use of an alternative mode of travel rather than a single occupant vehicle for reducing traffic congestion and improving air quality.



Provides a no-cost “commuter insurance” to eligible participants who using an alternative mode to work or college.



Provides an incentive to Contra Costa residents who buys a new e-bike and apply for a cash rebate of \$150-\$500.



Provides cyclists with a \$20 BikeLink card to encourage biking to work and/or transit center and to help provide park securely in a bike locker or bike station.

For TDM Information, contact:

**Darlene Amaral**  
**Senior TDM Program Analyst**  
**925-973-2655**  
**damaral@511contracosta.org**

**Lisa Schlotz**  
**Office Specialist**  
**925-973-2561**  
**lschlotz@sanramon.ca.gov**



**TRANSPAC**  
**Transportation Partnership and Cooperation**  
Clayton, Concord, Martinez, Pleasant Hill, Walnut Creek and Contra Costa County  
1211 Newell Avenue, Suite 200  
Walnut Creek, CA 94596  
(925) 937-0980

November 2, 2023

Timothy Haile  
Executive Director  
Contra Costa Transportation Authority  
2999 Oak Road, Suite 100  
Walnut Creek, CA 94597

**RE: Status Letter for TRANSPAC Meeting – October 12, 2023**

Dear Mr. Haile: *Tim*

The TRANSPAC Committee met on October 12, 2023. The following is a summary of the meeting and action items:

1. Reauthorized the continuation of remote meetings of the legislative bodies of TRANSPAC pursuant to the Brown Act provisions under AB361 through November 13, 2023. By way of this action, TRANSPAC will conduct in-person meetings with a hybrid component for public participation for regular TRANSPAC Board meetings. Other TRANSPAC bodies including the TRANSPAC TAC, special and/or ad-hoc committees will continue meeting virtually.
2. Provided information on the Interstate 680 Southbound Closure (Occurring November 3-6, 2023).
3. Appointed Ryan McClain as an alternate representative to the TCC for the term ending March 31, 2025 and as a primary on the Innovate 680 TAC.
4. Presented the Measure J Line 20a Funds Program – FY 2022-2023 Progress report.

Please contact me at (925) 937-0980, or email at [matt@graybowenscott.com](mailto:matt@graybowenscott.com) if you need additional information.

Sincerely,



**Matthew Todd**  
Managing Director

cc: TRANSPAC Representatives; TRANSPAC TAC and staff  
Matt Kelly and Hisham Noemi, CCTA Staff  
Robert Sarmiento, TRANSPLAN; Diane Burgis, Chair, TRANSPLAN  
Darlene Amaral, SWAT; Karen Stepper, Chair, SWAT  
John Nemeth, WCCTAC; Chris L Kelley, Chair, WCCTAC  
Tarienne Grover, CCTA Staff  
June Catalano, Diane Bentley (City of Pleasant Hill)

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(925) 937-0980

November 28, 2023

Timothy Haile  
Executive Director  
Contra Costa Transportation Authority  
2999 Oak Road, Suite 100  
Walnut Creek, CA 94597

**RE: Status Letter for TRANSPAC Meeting – November 9, 2023**

Dear Mr. <sup>Tim</sup>Haile:

The TRANSPAC Committee met on November 9, 2023. The following is a summary of the meeting and action items:

1. Reauthorized the continuation of remote meetings of the legislative bodies of TRANSPAC pursuant to the Brown Act provisions under AB361 through December 9, 2023. By way of this action, TRANSPAC will conduct in-person meetings with a hybrid component for public participation for regular TRANSPAC Board meetings. Other TRANSPAC bodies including the TRANSPAC TAC, special and/or ad-hoc committees will continue meeting virtually.
2. Approved the recommendation to resume in-person meetings for all legislative bodies of TRANSPAC effective January 1, 2024 and forward per Brown Act Standards. Hybrid remote teleconferencing will remain an option for non-Board members at TRANSPAC Board meetings.
3. Reviewed measure J Line 20a Funds Program Policies for FY 2024-2025 – FY 2025-2026.
4. Received information on the Northbound I-680 Express Lanes project.

Please contact me at (925) 937-0980, or email at [matt@graybowenscott.com](mailto:matt@graybowenscott.com) if you need additional information.

Sincerely,



Matthew Todd  
Managing Director

cc: TRANSPAC Representatives; TRANSPAC TAC and staff  
Matt Kelly and Hisham Noemi, CCTA Staff  
Robert Sarmiento, TRANSPLAN; Diane Burgis, Chair, TRANSPLAN  
Darlene Amaral, SWAT; Karen Stepper, Chair, SWAT  
John Nemeth, WCCTAC; Chris L Kelley, Chair, WCCTAC  
Tarienne Grover, CCTA Staff  
June Catalano, Diane Bentley (City of Pleasant Hill)



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Vice Chair

Ken Carlson

Paul Fadelli

Loella Haskew

Chris Kelley

Aaron Meadows

Sue Noack

Scott Perkins

Renata Sos

Lamar Thorpe

Timothy Haile,  
Executive Director

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FAX: 925.256.4701  
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# MEMORANDUM

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To: Matt Todd, TRANSPAC  
Chris Weeks, SWAT  
Robert Sarmiento, TRANSPLAN  
Sai Midididdi, TVTC  
John Nemeth, WCCTAC  
Sivakumar Natarajan, LPMC

From: Timothy Haile, Executive Director

Date: December 8, 2023

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

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At its November 15, 2023 meeting, the Authority discussed the following items, which may be of interests to the Regional Transportation Planning Committees:

- A. Approval of Countywide At-Large Appointments to the Citizens Advisory Committee (CAC)

**Recommendation:** Staff sought approval to appoint three Countywide At-Large members to the CAC, each serving one four-year term from November 2023 through November 2027.

*Action: The Authority Board approved the appointment of Sheena Patel, Nicholas Stark, and Nazanin Shakerin as the three Countywide At-Large members to the CAC, each serving one four-year term from November 2023 through November 2027.*

- B.** Consider the Conduct for Meetings of the Legislative Bodies of the Authority for December 2023

**Recommendation:** Staff requested that the Authority Board, having reconsidered the circumstances, continue conducting in-person meetings with a hybrid component for public participation for the regular Authority Board meetings and remote meetings for all other legislative bodies of the Authority and special meetings of the Authority Board pursuant to the Brown Act provision exemptions of Assembly Bill 361 (AB361) and consistent with the Contra Costa Health Services' recommendations for social distancing for public meetings, to adhere to the 30-day reconsideration requirement of AB361.

*Action: The Authority Board authorized staff to continue conducting in-person meetings with a hybrid component for public participation for the regular Authority Board meetings and remote meetings for all other legislative bodies of the Authority and special meetings of the Authority Board pursuant to the Brown Act provision exemptions of AB361 and consistent with the Contra Costa Health Services' recommendations for social distancing for public meetings, to adhere to the 30-day reconsideration requirement of AB361.*

- C.** Approval of the City of Walnut Creek Calendar Years 2020 and 2021 MeasureJ Growth Management Program (GMP) Compliance Checklist

**Recommendation:** Staff sought approval of the City of Walnut Creek GMP Compliance Checklist and payment of \$1,299,542 in Fiscal Year (FY) 2021-22 Local Street Maintenance and Improvement funds to the City of Walnut Creek, with a second (off-year) payment of FY 2022-23 funds on the one-year anniversary of the first payment.

*Action: The Authority Board approved the City of Walnut Creek's GMP Compliance Checklist and payment of \$1,299,542 in FY 2021-22 Local Street Maintenance and Improvement funds to the City of Walnut Creek, with a second (off-year) payment of FY 2022-23 funds on the one-year anniversary of the first payment.*

- D. Approval of the Town of Moraga Calendar Years 2020 and 2021 Measure J Growth Management Program (GMP) Compliance Checklist

**Recommendation:** Staff sought approval of the Town of Moraga GMP Compliance Checklist and payment of \$420,184 in Fiscal Year (FY) 2021-22 Local Street Maintenance and Improvement funds to the Town of Moraga, with a second (off- year) payment of FY 2022-23 funds on the one-year anniversary of the first payment.

*Action: The Authority Board approved the Town of Moraga’s GMP Compliance Checklist and payment of \$420,184 in F) 2021-22 Local Street Maintenance and Improvement funds to the Town of Moraga, with a second (off- year) payment of FY 2022-23 funds on the one-year anniversary of the first payment.*

- E. Advancing the Organization

**Recommendation:** Staff sought input on the organizational assessment, operational scenarios, operational roles, the Operational Readiness Plan, and advancing the Authority into becoming a “Digital Road Manager”. This was an informational item only; no staff recommendation at this time.

*Action: The Authority Board provided input on the organizational assessment, operational scenarios, operational roles, the Operational Readiness Plan, and advancing the Authority into becoming a “Digital Road Manager”.*



# SWAT

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

December 6, 2023

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

**RE: SWAT Meeting Summary Report for December 4th, 2023**

Dear Mr. Haile:

The Southwest Area Transportation Committee ("SWAT") met Monday, December 4th, 2023.

The following is a summary of the meeting and action items:

1. Katy Hornbeck, Grants Manager, and Michael Stangl, Project Coordinator, East Bay Regional Parks, presented, and received feedback for an Iron Horse Trail rehabilitation project in San Ramon between Alcosta and Montevideo. The SWAT BOD expressed their support for the project which falls within the SWAT sub-region.
2. Stephanie Hu, Director of Projects, CCTA, presented an update on the status of the Northbound I-680 Express Lane Completion (ELC) Project in preparation for the anticipated release of the draft environmental document in spring of 2024.

Please contact me at (925) 973-2547 Desk, (925) 678-4955 Cell, or email [cweeks@sanramon.ca.gov](mailto:cweeks@sanramon.ca.gov), if you need more information.

Regards,

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

Chris Weeks  
San Ramon Transportation Division Manager  
SWAT Administrator

Cc: SWAT;SWAT TAC; Hisham Noemi ,CCTA; Stephanie Hu, CCTA; Matt Kelly, CCTA; John Hoang, CCTA; Matt Todd, TRANSPAC; Tiffany Gephart, TRANSPAC; John Nemeth, WCCTAC; Robert Sarmiento, TRANSPLAN

**TRANSPAC**  
**Transportation Partnership and Cooperation**  
Clayton, Concord, Martinez, Pleasant Hill, Walnut Creek and Contra Costa County  
1211 Newell Avenue, Suite 200  
Walnut Creek, CA 94596  
(925) 937-0980

December 15, 2023

Timothy Haile  
Executive Director  
Contra Costa Transportation Authority  
2999 Oak Road, Suite 100  
Walnut Creek, CA 94597

**RE: Status Letter for TRANSPAC Meeting – December 14, 2023**

Dear Mr. Haile:

The TRANSPAC Committee met on December 14, 2023. The following is a summary of the meeting and action items:

1. Approved the following appointments:
  - a. CBPAC – January 1, 2024 – December 31, 2025
    1. Primary - Briana Byrne (Walnut Creek)
    2. Alternate - Lynne Filson (Martinez)
    3. Citizen Representative - Scott Simmons
  - b. TCC – April 1, 2023 – March 31, 2025
    1. Primary - Ryan McClain (Pleasant Hill) replacing Saravana Suthanthira
    2. Alternate - Lynne Filson (Martinez)
  - c. Innovate 680 TAC
    1. Primary - Abhishek Parikh (Concord) replacing Saravana Suthanthira
    2. Alternate - Virendra Patel (Concord) replacing Abhishek Parikh
2. Elected Sue Noack as the TRANSPAC Chair and Carlyn Obringer as the Vice Chair for the term February 1, 2024 – January 31, 2025.
3. Appointed Sue Noack as the primary TRANSPAC representative and Peter Cloven as the alternate TRANSPAC representative on the CCTA Board for the term February 1, 2024 – January 31, 2026.
4. Approved the application material and release of the call for projects for the FY 2024-2025 and FY 2025-2026 Measure J Line 20a Program.
5. Reviewed the proposed TRANSPAC meeting schedule for 2024.

Please contact me at (925) 937-0980, or email at [matt@graybowenscott.com](mailto:matt@graybowenscott.com) if you need additional information.

Sincerely,



Matthew Todd  
Managing Director

**cc:** TRANSPAC Representatives; TRANSPAC TAC and staff  
Matt Kelly and Hisham Noemi, CCTA Staff  
Robert Sarmiento, TRANSPLAN; Diane Burgis, Chair, TRANSPLAN  
Darlene Amaral, SWAT; Karen Stepper, Chair, SWAT  
John Nemeth, WCCTAC; Chris L Kelley, Chair, WCCTAC  
Tarienne Grover, CCTA Staff  
Ethan Bindernagel, 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

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December 18, 2023

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

Dear Mr. Haile:

The TRANSPLAN Committee took the following actions during its meeting on December 14, 2023:

1. Appointed the following TRANSPLAN TAC representatives to the Technical Coordinating Committee:
  - a. Steve Kersevan (Brentwood)
  - b. Kevin Rohani (Oakley)
  - c. Ethan Angold (Antioch)
2. Elected Lamar Thorpe (Antioch) as the 2024 TRANSPLAN Chair.
3. Elected Joel Bryant (Brentwood) as the 2024 TRANSPLAN Vice-Chair.
4. Appointed Lamar Thorpe (Antioch) as the TRANSPLAN Primary Representative to the CCTA Board for the Even-Year Seat (February 1, 2024 through January 31, 2026).
5. Appointed Joel Bryant (Brentwood) as the TRANSPLAN Alternate Representative to the CCTA Board for the Even-Year Seat (February 1, 2024 through January 31, 2026).
6. Authorized the TRANSPLAN Committee Chair to sign a letter of support for Contra Costa County's grant application to the Caltrans Sustainable Transportation Planning Grant Program.

Should you have any questions, please feel free to contact me at 925-655-2918 or [robert.sarmiento@dcd.cccounty.us](mailto:robert.sarmiento@dcd.cccounty.us).

Sincerely,



Robert Sarmiento  
TRANSPLAN Staff

c: TRANSPLAN Committee	M. Todd, TRANSPAC	T. Grover, CCTA
S. Midididdi, TVTC	J. Nemeth, WCCTAC	TRANSPLAN TAC
C. Weeks, SWAT	J. Hoang, CCTA	

---

Phone: 925.655.2918 :: robert.sarmiento@dcd.cccounty.us :: www.transplan.us



COMMISSIONERS

Federal Glover,  
Chair

Newell Arnerich,  
Vice Chair

Ken Carlson

Paul Fadelli

Loella Haskew

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Aaron Meadows

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# MEMORANDUM

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To: Matt Todd, TRANSPAC  
Chris Weeks, SWAT  
Robert Sarmiento, TRANSPLAN  
Sai Midididdi, TVTC  
John Nemeth, WCCTAC  
Sivakumar Natarajan, LPMC

From: Timothy Haile, Executive Director

Date: January 11, 2024

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

---

At its December 20, 2023 meeting, the Authority discussed the following items, which may be of interests to the Regional Transportation Planning Committees:

- A. Bay Area Rapid Transit (BART) – Central County BART Next Generation Fare Gates (NGFG) (Project 10001-09) – Approval to Appropriate Measure J Funds to BART for Design and Construction Phases

**Recommendation:** Staff sought approval of Resolution 23-48-p, which will appropriate \$3.5 million in Measure J funds to BART for design and construction phases of the Central County BART NGFG project.

*Action: The Authority Board approved Resolution 23-48-p, which will appropriate \$3.5 million in Measure J funds to BART for the design and construction phases of the Central County BART NGFG project.*

- B. Interstate 680/State Route 4 Interchange Improvements, Phases 1, 2A, and 4 (Project 6001) (Project) – Approval of Resolution 23-21-P to Adopt Amendment No. 2 to the 2022 Measure J Strategic Plan

Recommendation: Staff sought approval of Resolution 23-21-P, which will adopt Amendment No. 2 to the 2022 Measure J Strategic Plan, to reprogram \$150,000 from the Central County – Construction Reserve to the Project.

*Action: The Authority Board approved Resolution 23-21-P, which will adopt Amendment No. 2 to the 2022 Measure J Strategic Plan, to reprogram \$150,000 from the Central County – Construction Reserve to the Project.*

- C. Authorization to Execute Funding Memorandum of Understanding (MOU) Agreement No. 679 with Contra Costa County for \$1,470,00 of Measure X Funds to Support Implementation of the Accessible Transportation Strategic Plan

**Recommendation:** Staff sought authorization for the Chair to execute Funding MOU Agreement No. 679 with Contra Costa County for the Authority to receive \$1,470,000 in Measure X funding, authorize the funds to be used for the tasks identified in the Service Plan in Agreement No. 679, and to allow the Executive Director or designee to make any non-substantive changes to the language.

*Action: The Authority Board approved authorization for the Chair to execute Funding MOU Agreement No. 679 with Contra Costa County for the Authority to receive \$1,470,000 in Measure X funding, authorize the funds to be used for the tasks identified in the Service Plan in Agreement No. 679, and to allow the Executive Director or designee to make any non-substantive changes to the language.*

- D. 2025 Countywide Transportation Plan (CTP) Environmental Impact Report (EIR) – Authorization to Execute Agreement No. 680 with Circlepoint for Environmental Analysis Services

**Recommendation:** Staff sought authorization for the Chair to execute Agreement No. 680 with Circlepoint in the amount of \$424,687.66, for development of the 2025 CTP EIR, and to allow the Executive Director or designee to make any non-substantive changes to the language. The term will be through December 20, 2026.

*Action: The Authority Board approved authorization for the Chair to execute Agreement No. 680 with Circlepoint in the amount of \$424,687.66, for development of the 2025 CTP EIR, and to allow the Executive Director or designee to make any non-substantive changes to the language with a term extended through December 20, 2026.*

- E. Consider the Conduct for Meetings of the Legislative Bodies of the Authority for December 2023

**Recommendation:** Staff requested that the Authority Board consider the options for meeting conduct after December 2023 and provide direction to staff on the conduct of meetings for the Authority's legislative body.

*Action: The Authority Board authorized staff to conduct all of the Authority's legislative body meeting in-person with a hybrid component for public participation and comment effective January 2, 2023.*

- F. Approval of the 2023 Congestion Management Program (CMP) Update for Contra Costa County

**Recommendation:** Staff sought approval of Resolution 23-43-G, which will adopt the 2023 CMP update for Contra Costa County, authorize staff to make any non-substantive changes to finalize the document, and authorize staff to forward the CMP to the Metropolitan Transportation Commission.

*Action: The Authority Board approved Resolution 23-43-G, which will adopt the 2023 CMP update for Contra Costa County, authorize staff to make any non-substantive changes to finalize the document, and authorize staff to forward the CMP to the Metropolitan Transportation Commission.*

- G. Approval to Form a Sub-Committee of the Authority Board to Develop the Countywide Transportation Plan 2050 (CTP2050)

**Recommendation:** Staff sought approval to form a sub-committee of up to three members of the Authority Board to assist with the development of the CTP2050, and appointment of members to serve on the sub-committee.

*Action: The Authority Board approved the formation of a CTP2050 Sub-Committee of up to three members of the Authority Board to assist with the*

*development of the CTP2050, and appointed Commissioners Carlson, Kelley, and Sos to serve on the CTP Sub-Committee.*

**TO:** WCCTAC Board

**MEETING DATE:** January 26, 2024

**FR:** John Nemeth, WCCTAC Executive Director

**RE:** CCTA's "TDM 2.0" Proposal

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### **REQUESTED ACTION**

Provide direction to staff, as needed, which could involve sending a formal communication to the CCTA.

### **BACKGROUND AND DISCUSSION**

The CCTA is proposing a major change to the Transportation Demand Management (TDM) Program in Contra Costa County. The change would have a significant impact on the delivery of existing transit and bike programs in West Contra Costa, as well as on WCCTAC as an organization.

Currently, Measure J provides funding for TDM under Program 17 in the Expenditure Plan. This funding is allocated to the four geographic subregions in the County using a formula that involves both population and jobs, after CCTA withholds funds (the amount varies each year) for special projects. West Contra Costa receives around 22% of the funding, which translates to \$212,444 in the current fiscal year.

To supplement the TDM program, the CCTA has allocated Transportation for Clean Air (TFCA) funding, provided by the Air District, to the four subregions since 1992. West Contra Costa also receives a proportional share of this funding from the CCTA, which translates to \$353,000 in the current fiscal year.

The two funding sources, combined, are used to support the TDM Program which is coordinated across subregions and overseen by the CCTA. In West Contra Costa, funding is used for direct program expenses, as well as staffing to implement and manage programs. Direct program expenses can include things like the cost of transit passes, bike racks and installation, and EV charging stations.

The program has considerable commonality across the County, and subregions work in tandem with the CCTA on program delivery. In West Contra Costa, the program is focused heavily on encouraging transit use and biking.

Transit incentives include efforts like Pass2Class, which provides students at any West County elementary, middle, or high school with bus passes at the start of the year. Likewise, the

Summer Youth Pass program is focused on making it easier for youth to maintain a summer job by offering a steep discount on transit passes. There are also more general efforts aimed at encouraging transit use, including the Try Transit program. WCCTAC's TDM program sometimes partners with local transit agencies on special promotions.

The TDM program promotes bicycle use in a variety of ways. It acts as the County lead for the regional Bike to Work/Wherever Day event, which includes hosting "energizer stations" in local jurisdictions and partnering with cities, businesses, and community groups. The program also provides rebates for businesses or cities to install bicycle racks and gives preloaded BikeLink cards to commuters through the Secure Your Cycle program. The program also offers rebates for the purchase of e-bikes.

On top of all the above, the program provides rebates for the installation of EV charging stations, presentations to employers on commute alternatives, and information at community events. WCCTAC TDM program staff serves on the Countywide Bicycle and Pedestrian Advisory Committee, consults with member agencies on city and county plans, participates in the County's Green Business taskforce, and runs the countywide Guaranteed Ride Home program.

The program is not static and continually evolves. After a strategic planning process in 2019, changes to the program resulted in increased reach. In West County, there was a 30% increase in Pass2Class participation and a more than doubling of Try Transit participation. The Take 10 program, that promotes long distance bus trips on the WestCAT Lynx and AC Transit Transbay lines, has had more participation each month than a previous paper-based program had in a year. The program has expanded its social media presence, and the monthly e-newsletter has over 28,000 subscribers.

Despite program successes, CCTA staff is proposing a major change under the label "TDM 2.0". Under this proposal, the CCTA would re-purpose the TFCA funds (\$353,000 in West County) that it receives from the Air District. Instead of using them each year to support the countywide TDM program, the CCTA would use them to create an annual grant program.

The WCCTAC TAC received a presentation on this proposal from CCTA staff at its meeting on January 11, 2024. The TAC had numerous concerns and asked staff to send a letter to the WCCTAC Board summarizing its comments. The letter is included as Attachment A.

Broadly speaking, the TAC is concerned about: the lack of time involved to review the proposal, the downsides of significantly reducing funding for the existing program, uncertainty about whether member agencies can realistically make use of the grant program, an unclear rationale about the need to fundamentally alter the current program, concern about losing geographic equity, the absence of alternatives presented, and the lack of collaboration in developing the proposal.

Under the new proposal, WCCTAC would continue to receive Measure J Program 17 funds for TDM activities, although these funds represent only about 38% of the current, overall program

funding. Staff would need to solicit feedback from the WCCTAC Board about which of the previously mentioned TDM program activities in West County to discontinue.

A shift in funding away from TDM will not only have an impact on programs in West County but will impact WCCTAC as an organization. WCCTAC has a five-person staff. One of its employees retired recently and was replaced by Coire Reilly who had been WCCTAC's TDM Program Manager. The hiring of Mr. Reilly's replacement, to work on the TDM program, has been put on indefinite hold given the new uncertainty around TFCA funding.

If the new proposal is implemented, WCCTAC will need to make other significant budget cuts as well to mitigate the loss of funding. At a minimum, it will need to make one of its four staff positions part-time, moving to a 3.5 person staff. It would also need to end its office lease and will no longer have a physical address.

#### **ATTACHMENT**

A: Letter from the WCCTAC TAC to the WCCTAC Board





El Cerrito

Hercules

January 19, 2024

Subject: CCTA’s “TDM 2.0” Proposal

WCCTAC Board of Directors,

Pinole

The WCCTAC Technical Advisory Committee (TAC) was established by WCCTAC’s Joint Powers Agreement and is comprised of member agency staff, generally with public works and planning expertise. Its role is to advise the Board.

Richmond

At its January 11, 2024, meeting, the TAC received a presentation from CCTA staff on the “TDM 2.0” proposal. Representatives from all nine WCCTAC member agencies were present. At the conclusion of the agenda item, TAC representatives asked WCCTAC staff to send a letter to the WCCTAC Board on its behalf. There were no TAC member objections to this request. Staff gathered comments from the meeting, received comments from TAC representatives after the meeting, and sent a draft letter to TAC members for review. This is the final version of the TAC’s letter to the Board.

San Pablo

The TAC’s comments are summarized as follows:

Contra Costa County

- **No Time to Review and Consider** – CCTA staff are proposing a major policy change to the countywide TDM program with implications for local jurisdictions, transit agencies, and WCCTAC. WCCTAC staff and the TAC first learned about the specifics of this proposal on Jan 11, 2024. The CCTA staff, however, are already initiating the approval process and plan to ask the Technical Coordinating Committee (TCC) to approve these changes as early as February 2024, and the CCTA Board to approve them as early as March 2024. The proposed schedule is surprising and concerning to the TAC. It did not hear a compelling reason as to why this process needed to move so quickly.

AC Transit

BART

- **Negative Impacts for West County** – The change being proposed by CCTA is to stop using TFCA funds to support the existing countywide TDM Program and to use them instead for an annual grant program. This change could have tangible downside for cities and other WCCTAC member agencies.

WestCAT

Currently, West Contra Costa County receives guaranteed benefits from the existing TDM program which encourages and supports the use of alternative

modes. Cities, transit agencies, and WCCTAC do not need to apply for competitive grants from the Authority to receive these benefits. In fact, most West County cities have deferred the implementation of a TDM program to WCCTAC in their municipal codes. Without TFCA fund to support the countywide TDM Program, a remaining, bare-bones program would leave local jurisdictions without most of these existing services and possibly with additional responsibilities.

- **Concerns about the Proposed Grant Program** – The TAC also has concerns about the proposed CCTA grant program and its usefulness for WCCTAC member agencies. The amount of TFCA funds available annually (\$1.5M countywide and \$353,000 in West County) is essential to the TDM program but would make for a very small grant program if re-purposed.

#### Limited Member Agency Capacity

Some TAC members are concerned about their capacity to apply for grants, particularly small ones. Other TAC members stated that while they have capacity to pursue grants, they do not have the staffing to manage program activities. Still others noted that, even if they had general staffing capacity, they may not have the in-house expertise to deliver TFCA-qualifying work. This issue was of particular concern for small cities.

#### WCCTAC Capacity

Some TAC members stated that, if they were to receive TFCA dollars through the CCTA to implement programs activities, they would prefer to have WCCTAC manage those activities. WCCTAC staff, however, explained that it would not be able to afford to retain specialized TDM staff if it no longer receives TFCA funding from CCTA. Even if the proposed grant program makes TFCA dollars available for staffing support, WCCTAC would have no certainty from year to year about whether its grant applications, or the grant applications of its member agencies, would be accepted.

#### Delivery and Administration Concerns

The TAC also expressed concern about the potential inefficiencies in program delivery under the new proposal. Even if WCCTAC member agencies in West County received grants and were able to deliver program work, it may not be efficient for them to carry out these activities independently, especially for similar or overlapping efforts.

The TAC is also worried about potential administrative complexity. At present, the CCTA makes TFCA funding available to four subregions. However, if it makes grants available to a larger number of organizations, they will all need to

coordinate with CCTA and work with the Air District’s quantitative cost-effectiveness reporting requirements, which involve considerable effort. At least one TAC member wondered if the new framework could end up being more administratively intensive and what sort of funding the CCTA was using to staff and support this change.

#### Program Continuity

Lastly, the TAC expressed concern about a potential lack of program or service continuity if annual grants are used to allocate TFCA funds. Transit agencies, for example, noted that very small, one-time grants for service were not especially useful for them. Transit services rely on reasonably predictable and ongoing revenue streams for operations.

- **Limited Explanation for Proposed Change** – The reasoning behind the proposed change was not clear to the TAC, particularly given that the CCTA has praised the effectiveness of the current program.

The TAC recognizes that the existing program must evolve and adapt to changes in the transportation landscape. It is the TAC’s understanding, however, that the program does routinely change. Additionally, if the CCTA, or anyone else, has a new idea for a program offering within a given subregion (or countywide) it is not clear why that could not be accommodated in the existing program.

The CCTA’s staff’s presentation expressed a desire to not be “out of sync” with the Air District. The meaning of this was not clear but the current program meets Air District’s requirements annually and would not be funded if it didn’t. The rationale for the change provided by CCTA staff often returned to the theme that the CCTA was not legally obligated to provide funds to subregions or to use them for TDM.

- **Geographic Equity** - In the current TDM program, TFCA funds are provided to subregions using a population and jobs formula. This formula ensures geographic equity. In the proposed grant program, there’s not currently a guarantee that West County would receive a proportionate share (or any share) of available TFCA funding or benefits. The WCCTAC TAC and Board are not proposed to be involved in the selection of activities to fund under the new framework. In short, the subregion will have little policy influence over the kinds of projects funded by the grant program.
- **Consideration of Alternatives and Collaboration** – The CCTA staff is proposing to significantly alter the TDM program by establishing a new policy for the

allocation of the Air District's TFCA funds. Although the proposed change goes by the name "TDM 2.0" it appears that it will significantly diminish funding to the TDM Program to create a grant program that may or may not be used for TDM. At least one TAC member wondered whether the CCTA could identify other sources of funding to replace the TFCA dollars that would be lost to the current TDM Program.

Other TAC members suggested that the CCTA staff proposal should examine the impacts of the proposed change and offer alternatives. One alternative, for example, could be to allow subregional boards the ability to make choices about the nature of TFCA-funded efforts in their subregion. There could be other alternatives as well.

Lastly TAC members requested that CCTA engage subregional TACs, policy boards, and other local jurisdictions in the development of options. The TAC believes that the CCTA is most successful when there is collaboration with subregions, transit agencies, local jurisdictions, and other partners.

Sincerely



John Nemeth  
WCCTAC Executive Director