



# SWAT

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

## SOUTHWEST AREA TRANSPORTATION COMMITTEE

### MEETING AGENDA

**Monday, February 3, 2025**

**3:00 p.m.**

**Location 1:** Contra Costa County Board of Supervisors' Office - District 2 (Candace Andersen)  
Lafayette Office at 3338 Mt. Diablo Boulevard, Lafayette, CA 94549.

**Location 2:** 630 F St NE, Unit 1, Washington DC 20002

*This is an in-person meeting of the SWAT Committee, with the option for members of the public to appear in person or to participate via Zoom teleconference. Persons who wish to address the Board during public comment or with respect to an item on the agenda may comment in person or may call in or log in to the meeting via Zoom.*

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Zoom Link: <https://cccouny-us.zoom.us/j/87131959511> Password: 679169

Or Telephone: USA 214 765 0478; USA 8882780254 (US Toll Free) Conference code: 689647

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*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 to a staff member)*

#### 3. BOARD MEMBER COMMENTS

#### 4. ADMINISTRATIVE ITEMS

**4.A Update:** The Regional Transportation Planning Committees (RTPCs) City of Orinda and Advanced Mobility Group (AMG) completed the Measure J Compliance audit for the fiscal year ending June 30, 2024, by CCTA. By: **Chris Weeks, SWAT Administrator**  
*(No Action Required – Attachment 4.A)*

**4.B Election** of 2024 SWAT Chair, San Ramon Mayor, Mark Armstrong and Vice Chair, County, Supervisor Candace Anderson for a 12-month term, from January 2025 through January 2026. *(Attachment 4B & 4B\_2 Rules & Procedures)*

**4.C Appointment** of San Ramon Valley (SRV) SWAT primary representative to Contra Costa Transportation Authority for a two-year term effective January 31, 2025, through January 31, 2027 *(Attachment 4C)*

**4.D Appointment** of Lamorinda SWAT primary representative and alternate to Contra Costa Transportation Authority for a two-year term effective January 31, 2025, through January 31, 2027(*Attachment 4D*)

**4.E Appointment** of SWAT Innovate 680 Policy Advisory Committee (PAC). Must attend in-person Quarterly. (*Attachment 4E*)

## **5. CONSENT CALENDAR**

**5.A Approval of Minutes:** SWAT Meeting Minutes of December 02, 2024.  
*By: Chris Weeks, SWAT Administrator (Attachment 5A)*

## **6. REGULAR AGENDA ITEMS**

**6.A Presentation:** CCTA Staff and consultants provide an update on the status of the Contra Costa Countywide Transportation Plan (CTP) and associated Blueprint and business plan.  
**By: Matt Kelley** (No Action Required) (*Attachment 6.A*)

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

- TRANSPAC Meeting Summary– January 23, 2025
- TRANSPLAN Meeting Summary– November 14<sup>th</sup>, 2024
- CCTA Board Meeting Summary – December 18 & January 15<sup>th</sup> , 2024
- CCTA SWAT Expiring Terms Letter

**8. DISCUSSION** Next Agenda & Meeting Date: March 3<sup>rd</sup>, 2025

## **9. ADJOURNMENT**

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 4.A**

**INDEPENDENT ACCOUNTANT'S REPORT ON  
MEASURE J COMPLIANCE AUDIT  
FOR THE YEAR ENDED JUNE 30, 2024**



**INDEPENDENT ACCOUNTANT'S REPORT ON  
MEASURE J COMPLIANCE AUDIT  
FOR THE YEAR ENDED JUNE 30, 2024**

Board of Commissioners  
Contra Costa Transportation Authority  
Walnut Creek, California

We have examined Southwest Area Transportation Committee (SWAT) (Recipient) compliance with the requirements governing the use of Measure J funds, as specified in Exhibit A of the Contra Costa Transportation Authority's (Authority) Resolution No. 08-05A (Rev. 1), for the year ended June 30, 2024. The Measure J Recipient's management is responsible for compliance with the underlying subject matter, including the design, implementation, and maintenance of internal controls to prevent, or detect and correct, misstatements of the subject matter, due to fraud or error. Our responsibility is to obtain reasonable assurance by evaluating the Measure J Recipient's compliance with the specified requirements governing the use of Measure J funds for the year ended June 30, 2024, against the specified requirements and performing other procedures to obtain sufficient appropriate evidence to express an opinion that conveys the results of our evaluation based on our examination.

Our examination conducted in accordance with the attestation standards for a direct examination engagement established by the AICPA. Those standards require that we obtain reasonable assurance by procedures to obtain sufficient appropriate evidence to express an opinion that conveys the results of our evaluation for the year ended June 30, 2024. The nature, timing, and extent of the procedures selected depend on our judgement, including an assessment of the risks that the Measure J Recipient's use of Measure J funds were not in accordance with the specified requirements in all material respects, whether due to fraud or error. We believe that the evidence we obtain is sufficient and appropriate to provide a reasonable basis for our opinion.

We are required to be independent of the Measure J Recipient, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our examination engagement.

In our opinion, the Measure J Recipient's use of Measure J funds for the year ended June 30, 2024 were in accordance with Exhibit A of the Authority's Resolution No. 08-05A (Rev. 1), in all material respects.

*Maze + Associates*

Pleasant Hill, California  
January 15, 2025

**AGENDA ITEM 4.B**



# SWAT

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

**DATE:** February 3, 2025  
**TO:** Southwest Area Transportation Committee (SWAT)  
**FROM:** SWAT Technical Advisory Committee (TAC)  
**SUBJECT:** Rotation of SWAT Chair and Vice Chair for 2025

## BACKGROUND

As described in the SWAT Rules of Procedure, the SWAT Chair and Vice Chair shall rotate for a 12-month term, from January 2025 through January 2026. The sequence of rotation is Contra Costa County, Lafayette, Danville, Orinda, Moraga, San Ramon.

As such, the 2025 SWAT Chair is scheduled to rotate to the San Ramon SWAT Representative, and SWAT Vice Chair is scheduled to rotate to the Contra Costa County SWAT Representative, effective January 2025.

## RECOMMENDATION

It is recommended that SWAT consider the following:

1. Appoint the San Ramon SWAT Representative as the 2025 SWAT Chair; and
2. Appoint the Contra Costa County SWAT Representative as the 2025 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 the SWAT meeting location will remain at

## Staff Contact:

Chris Weeks, SWAT Administrator  
Phone: (925) 973-2547  
Email: [cweeks@sanramon.ca.gov](mailto:cweeks@sanramon.ca.gov)  
Web: <https://swatcommittee.org/>

# **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 4.C**





# SWAT

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

**DATE:** February 3, 2025

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

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

**SUBJECT:** Appoint new South County SWAT Representative to the Contra Costa Transportation Authority for terms through January 31, 2027

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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, Scott Perkins, is completed a two-year term through January 31, 2024.

At the January 28, 2025 City of San Ramon Council meeting, Mayor Mark Armstrong was appointed as the primary representative to SWAT, representing San Ramon on the Southwest Area Transportation Committee and to the Contra Costa Transportation Authority.

## RECOMMENDATION

The SWAT TAC recommends SWAT approve, Mayor Mark Armstrong as the new South County SWAT representative to the Contra Costa Transportation Authority for the current term through January 31, 2027.

### Staff Contact:

Chris Weeks, SWAT Administrator  
Phone: (925) 973-2547  
Email: [cweeks@sanramon.ca.gov](mailto:cweeks@sanramon.ca.gov)  
Web: <https://swatcommittee.org/>

**AGENDA ITEM 4.D**



# SWAT

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

**DATE:** November 3, 2025

**TO:** SWAT Committee

**FROM:** SWAT TAC

**SUBJECT:** Appoint SWAT – Lamorinda representative to Contra Costa Transportation Authority for a two-year term January 1, 2025 through January 31, 2027

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## BACKGROUND

The SWAT representative to the Contra Costa Transportation Authority (CCTA), from the Lamorinda area, is rotated among the jurisdictions of Lafayette, Orinda and Moraga. The Moraga representative served a two-year term through January 31, 2025, with the Orinda representative as the alternate. Per the SWAT Rules of Procedure, the CCTA Moraga representative is scheduled to rotate to the Orinda representative for a two-year term beginning January 31, 2025 through January 31, 2027.

It should be noted that the Orinda representative represented Contra Costa County on the Metropolitan Transportation Commission (MTC) until recently, according to the CCTA *Admin Code, a Board Member cannot be both an Ex-Officio Representative and a Commissioner or Alternate at the same time*. Since Orinda stepped down as MTC ex-officio representative on CCTA, they can now serve as the Lamorinda Representative of SWAT and consequently the Lafayette representative would serve as the alternate for Orinda to the CCTA.

## RECOMMENDATION

1. Appoint the Orinda representative as the Lamorinda representative to the CCTA for a two-year term effective January 31, 2025, through January 31, 2027;

**ATTACHMENT:**

Letter from Contra Costa Transportation Authority regarding expiration of Authority Member and Alternate terms and appointment of a SWAT Representative for a term to run from February 1, 2021 through January 31, 2023.

**Staff Contact:**

Phone: (925) 973-2547

Email: [cweeks@sanramon.ca.gov](mailto:cweeks@sanramon.ca.gov)

Web: <https://swatcommittee.org/>

**AGENDA ITEM 4.E**



# SWAT

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

**DATE:** February 3, 2025

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

**FROM:** SWAT TAC

**SUBJECT:** Appoint South County SWAT Representative to Innovate 680 Policy Advisory Committee

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## BACKGROUND

Interstate 680 (I-680) is ranked as the 8th most congested corridor in the San Francisco Bay Area. Commuters and travelers on I-680 experience significant delays and inconsistent flow of traffic in both directions. Innovate 680 is a program of projects that is an integrated approach to redefining mobility and addressing the increasing congestion on I-680 through seven key strategies that range from completing the High Occupancy Vehicle (HOV) lanes to deploying a suite of technologies to improve traffic flow.

Each jurisdiction along the corridor is proposed to be represented on the committees. The Policy Advisory Committee will be made of elected officials while the TAC is proposed to be comprised of technical staff from the jurisdictions. In addition to local jurisdictions, County Connection, Wheels, and BART each have a representative on both committees. The committees are expected to meet at least quarterly to assess progress and provide input on the various projects that make up Innovate 680.

The Contra Costa Transportation Authority (CCTA) proposed the formation of a Policy Advisory Committee (PAC) and Technical Advisory Committee (TAC) to ensure multi-jurisdictional coordination and help guide the Innovate 680 project.

On February 5, 2018, SWAT appointed Scott Perkins, City of San Ramon to the Innovate 680 PAC. Scott Perkins left office in January 2025. It is recommended that Mayor Mark Armstrong of the City of San Ramon be appointed as the SWAT San Ramon representative to the Innovate 680 PAC. Karen Stepper will remain as the Town of Danville representative to the Innovate 680 PAC. There are no

term end dates for this committee. The meetings are the second Wednesday at 6 PM quarterly at the CCTA office (February 12th, April, July, and October).

## **RECOMMENDATION**

1. Appoint Mayor Mark Armstrong as the SWAT San Ramon representative to Innovate 680 PAC.

### **Staff Contact:**

**Chris Weeks, SWAT Administrator**

Phone: (925) 973-2547

Email: [cweeks@sanramon.ca.gov](mailto:cweeks@sanramon.ca.gov)

Web: <https://swatcommittee.org/>

**AGENDA ITEM 5.A**





# SWAT

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

## SUMMARY MINUTES

**Monday, December 2, 2024**

Contra Costa County Board of Supervisors' Office - District 2 (Candace Andersen) Lafayette Office at 3338 Mt. Diablo Boulevard, Lafayette, CA 94549.

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

**Staff members present:** Nate Levine, Town of Moraga; Sivakumar Natarajan, City of Orinda; Chris Weeks, City of San Ramon/SWAT TDM; Patrick Golier, City of Lafayette

**Staff members on Zoom:** ; Robert Sarmiento, Contra Costa County

### Others Present:

**1. CONVENE MEETING/SELF INTRODUCTION:** Meeting called to order by Chair Sos at 3:00 p.m.

**2. PUBLIC COMMENT:** N/A

**3. BOARD MEMBER COMMENT:** N/A

### 4. ADMINISTRATIVE ITEMS:

**4.A Update:** The Regional Transportation Planning Committees (RTPCs), City of Orinda and Advanced Mobility Group (AMG) were selected by CCTA for the Measure J Compliance audit for the fiscal year ending June 30, 2024 by CCTA. *By: **Chris Weeks, SWAT Administrator** (No Action Required – Attachment 4.A)*

### 5. CONSENT CALENDAR

**5.A Approval of Minutes:** SWAT Meeting Minutes of November 4th, 2024. *(Attachment)*

**5.B Approval** of SWAT TAC recommendation to appoint Patrick Golier as the new SWAT (TCC Member) primary representative to the Contra Costa County Wide Vision Zero Working Group (VZWG) replacing Andy Dillard from Danville as well as appoint Nate Levine as his alternate *By: **Chris Weeks, SWAT Administrator** (Attachment 5B)*

<i>Vision Zero Working Group</i>	<i>Existing</i>	<i>Proposed Primary</i>	<i>New Alternate</i>
<i>SWAT (TCC)</i>	<i>Andy Dillard, Danville</i>	<i>Patrick Golier, Lafayette</i>	<i>Nate Levine, Moraga</i>
<i>SWAT (CBPAC)</i>	<i>Chris Weeks, San</i>	<i>Chris Weeks, San</i>	<i>Vacant</i>

	Ramon	Ramon	
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**ACTION: APPROVED** – Gee / Candell (6-0 unanimous)

End of Consent Calendar

**6. REGULAR AGENDA ITEMS**

**6.A Presentation:** CCTA staff will provide an update on the Countywide Emergency Evacuation Plan development process. The Plan will conduct local-level evacuation compliance assessments and a high-level evacuation route capacity, safety, and viability for the count that includes the 19 cities/towns and unincorporated County. (Attachment)  
**By: John Hoang, Director, Planning, CCTA**

**Board Comments:**

*Lamorinda representatives all concerned about evacuation plan and how CCTA’s plan would impact and interact with local plans. Several staff comments expressing concern about impacts of traffic calming measures on evacuation plans.*

**ACTION: Answers Requested: Perkins: Did the plan evaluate hazardous materials movement or analysis of IHT hazards such as pipelines.**

**6.B Update:** SWAT comments on Draft Countywide Comprehensive Transportation Safety Action Plan Draft (CCTSAP), presented at November 2<sup>nd</sup> SWAT meeting by CCTA, not integrated into CCTA Planning Committee Staff Report Dated December 5<sup>th</sup>, 2024. **By: John Hoang, Director, Planning, CCTA (Attachments:** SWAT Summary Report sent to CCTA after the November 4<sup>th</sup> meeting and the subsequent CCTA staff report for Thursday December 5<sup>th</sup> CCTA Planning Committee.)

**Board Comments:**

*SWAT received a presentation of the Draft Countywide Comprehensive Transportation Safety Action Plan Draft (CCTSAP) at November 4<sup>th</sup> BOD meeting and approved that the plan should move forward to the Planning Committee of CCTA with the following comments. John attempted to answer the questions below in his presentation:*

- a. Clarification of the source of all data sets added in footnotes of charts.*
- b. Clarification of representation of LRSP data and date ranges for each jurisdiction.*
- c. Titles on all graphics for ease of review and consideration.*
- d. Deemphasize the representation of crash data on highways. It’s out of the purview of local cities and towns.*
- e. Clarification that a Bicycle Pedestrian Advisory Committee is just one way to get public input. Other committees, such as a Transportation Advisory Committee (TAC) that is empowered and staffed to address cyclists’ concerns or implement complete streets can provide equal if not better input.*
- f. Economic Impact of Collisions slide is misleading percentage for jurisdictions without a freeway or freeway adjacent. Consider change to financial impact of “Type of Incident” rather than “Jurisdiction.”*
- g. Recognition and discussion of evacuation routes and how they must utilize strategies that are flexible enough to allow evacuation routes to not be impeded when needed. Request for SWAT BOD presentation of the Countywide Evacuation Plan and how that integrates with Countywide Comprehensive Transportation Safety Action Plan. Proposed for December SWAT BOD.*
- h. Recommended Next Steps slide should be focused on how the local jurisdiction moves forward.*

*All members are still concerned about the valuation of accidents in areas without freeways and discussed this item in depth. BayViz data included freeways and they are not the purview of our cities and towns. Requests to see data focus on areas that members can make decisions on and have input on.*

***ACTION: Answer requested: Request to remove freeway data from the analysis and see how it changes the outcomes.***

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

- TRANSPAC Meeting Summary – January 23, 2025
- TRANSPAN Meeting Summary – November 18<sup>th</sup>, 2024
- CCTA Board Meeting Summary – November 19<sup>th</sup>, 2024

**8. DISCUSSION**      Next Agenda

- Election of 2024 SWAT Chair (San Ramon) and SWAT Vice Chair (for one-year term effective January 31, 2025, through January 31, 2026, meeting turned over to San Ramon from Moraga.
- Appointment of San Ramon Valley (SRV) SWAT primary representative to Contra Costa Transportation Authority for a two-term effective January 31, 2025, through January 31, 2026
- Appointment of Lamorinda SWAT primary representative and alternate to Contra Costa Transportation Authority for a two-term effective January 31, 2025, through January 31, 2027

***Admin comments: Next meeting in January will be cancelled due to needed appointments from SWAT cities and towns. San Ramon , as Chair will not have an appointment until February meeting.***

**9. ADJOURNMENT**

**ACTION:** Meeting adjourned by Chair Sos at 5:45 PM

**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)

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**AGENDA ITEM 6.A**





CONTRA COSTA  
transportation  
authority

# Planning the Future of Transportation through the Countywide Transportation Plan

SWAT Board





# Agenda

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1. CTP & Business Plan Overview
2. Draft Livable Streets Proposal and Discussion
3. Focus on the SWAT Area
4. Draft Livable Streets Design Expectations and Discussion
5. Wrap-Up and Next Steps



# Today's Objectives

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## We will share with you

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- Overview of the CTP and Business Plan processes
- Introduction to the draft Livable Streets Proposal
- Draft design expectations associated with the Livable Streets Proposal

## Highlight key challenges

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- Most streets in Contra Costa are currently auto-oriented
- This creates negative safety and environmental outcomes and impedes thriving places
- Target speeds, modal priorities, and bike/ped infrastructure need to be right-sized to surrounding land use context

## Explore paths forward

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- Development of Livable Streets Proposal to improve safety, livability, placemaking, and equity in Contra Costa
- Livable Streets tied to design expectations that can be used in CCTA funding decisions in the future



# CTP & Business Plan Overview

Setting and delivering a 2050  
vision





# Background Context

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## 2050 Blueprint

Provides a vision for placemaking, mobility, and prosperity.



## 2050 Countywide Transportation Plan

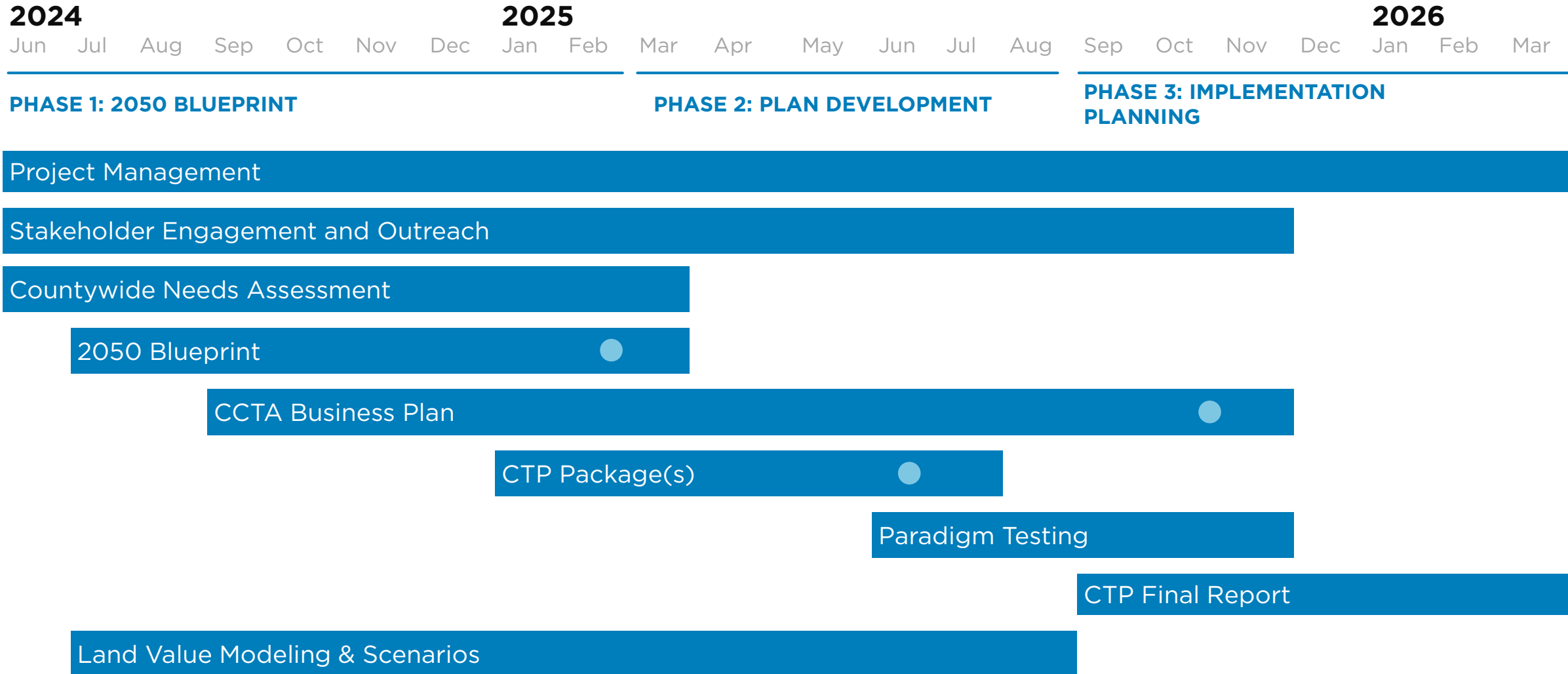
Prioritizes a set of projects, programs, and requirements for funding.



## Business Plan

CCTA's implementation plan will cover funding, priorities, and project delivery roles.

# 18-Month Project Schedule



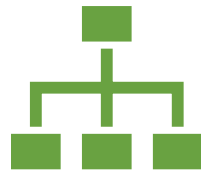
# Recap of Outreach to Date

## Stakeholder Engagement



### Citizen's Advisory Committee

December 11, 2024



### Technical Coordinating Committee

December 19, 2024

## Public Engagement

### Ongoing public opinion survey to inform CTP Blueprint

- Scan the QR code to take the survey



# Four principles will guide the CTP and Business Plan

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## Safe Travel

Traveling in my community is safe and comfortable, no matter how I get around.

## Growing Sustainably

I feel confident that transportation investments in Contra Costa will help provide a sustainable future for my community.

## Livable and Connected Neighborhoods

I can conveniently and comfortably get to places that are important to me without having to drive.

## Access for All

I can shape and enjoy transportation projects that improve my community, no matter who I am or where I live.



# DRAFT Livable Streets Proposal

Creating clear design expectations for safe, thriving places



## What is the Livable Streets Proposal (LSP)?

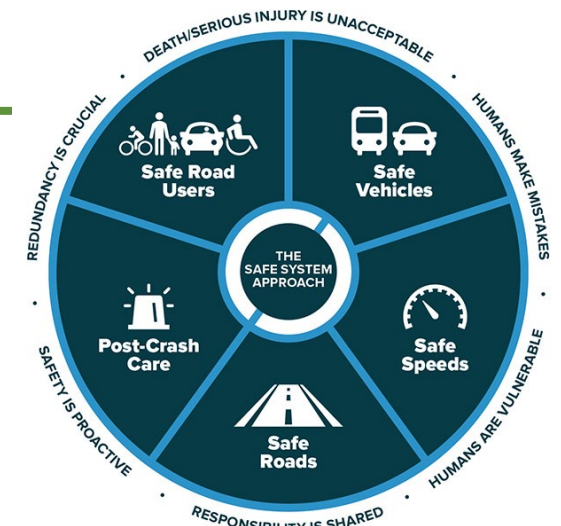
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The Livable Streets Proposal helps improve transportation, safety, and the economy in Contra Costa

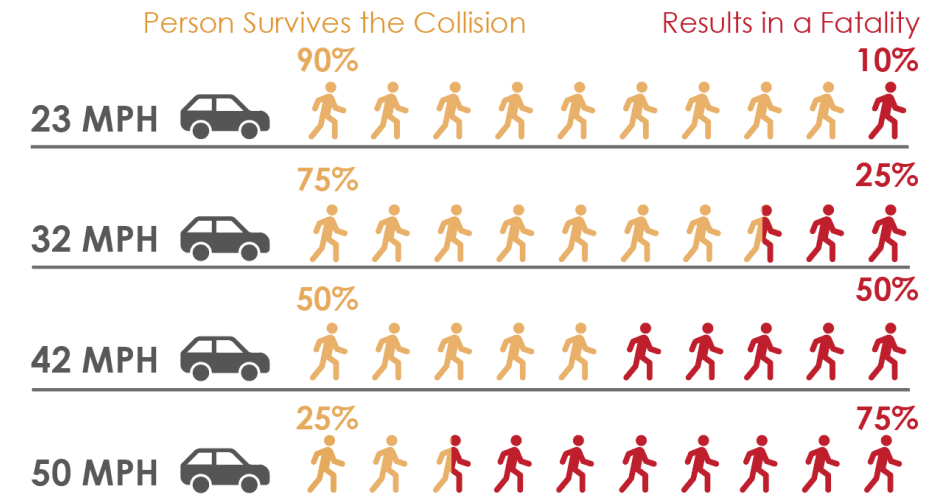
- ✓ Improves safety by right-sizing vehicle movement to the surrounding context
- ✓ Creates economically thriving places
- ✓ Aligns community vision for transportation with the vision for land use
- ✓ Increases transportation options
- ✓ Plans streets to move people and goods, and as places for people to live, work, and enjoy
- ✓ Clarifies that each street has a specific purpose, which informs planning, design, prioritization, and funding decisions

# Since the 2017 CTP, there has been a paradigm shift in safety planning.

- In a Safe System Approach, each death or serious injury is unacceptable and avoidable.
- Commitment to zero deaths and severe injuries on public roadways was adopted by the US Department of Transportation, Caltrans, MTC, and CCTA (2021).
- People are unlikely to survive crashes at high speeds. Lowering speeds is critical to reducing impact forces, providing additional time for drivers to stop, and improving visibility.



Source: FHWA.





# New commitments have been made to reduce VMT and GHG emissions.

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## **SB 743 (2020)**

Vehicle miles traveled (VMT) is now the key tool to measure development and transportation impacts (instead of level of service).

## **CAPTI (2021)**

34 action items aligning state funding with the goal of decarbonizing transportation systems.

## **Plan Bay Area 2050**

Strategies around clean vehicles and transportation demand management.

## **AB 1279 (2022)**

State must reduce GHG emissions by at least 85% below 1990 levels by 2045. CARB's new Scoping Plan for Achieving Carbon Neutrality (2022) lays out path to achieve targets for carbon neutrality.



# Today, most streets in Contra Costa are oriented towards auto-focused movement and access.

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Today, an auto-focused network leads to safety challenges and ever-increasing VMT.

CCTA must shift gears to strategies that reduce VMT and support thriving places.



Instead, CCTA will lead by:

- Valuing and prioritizing **place-oriented streets**,
- Encouraging **transportation-land use coordination**,
- Making **multimodal trips** more viable, and
- Creating clear planning and **design expectations**.

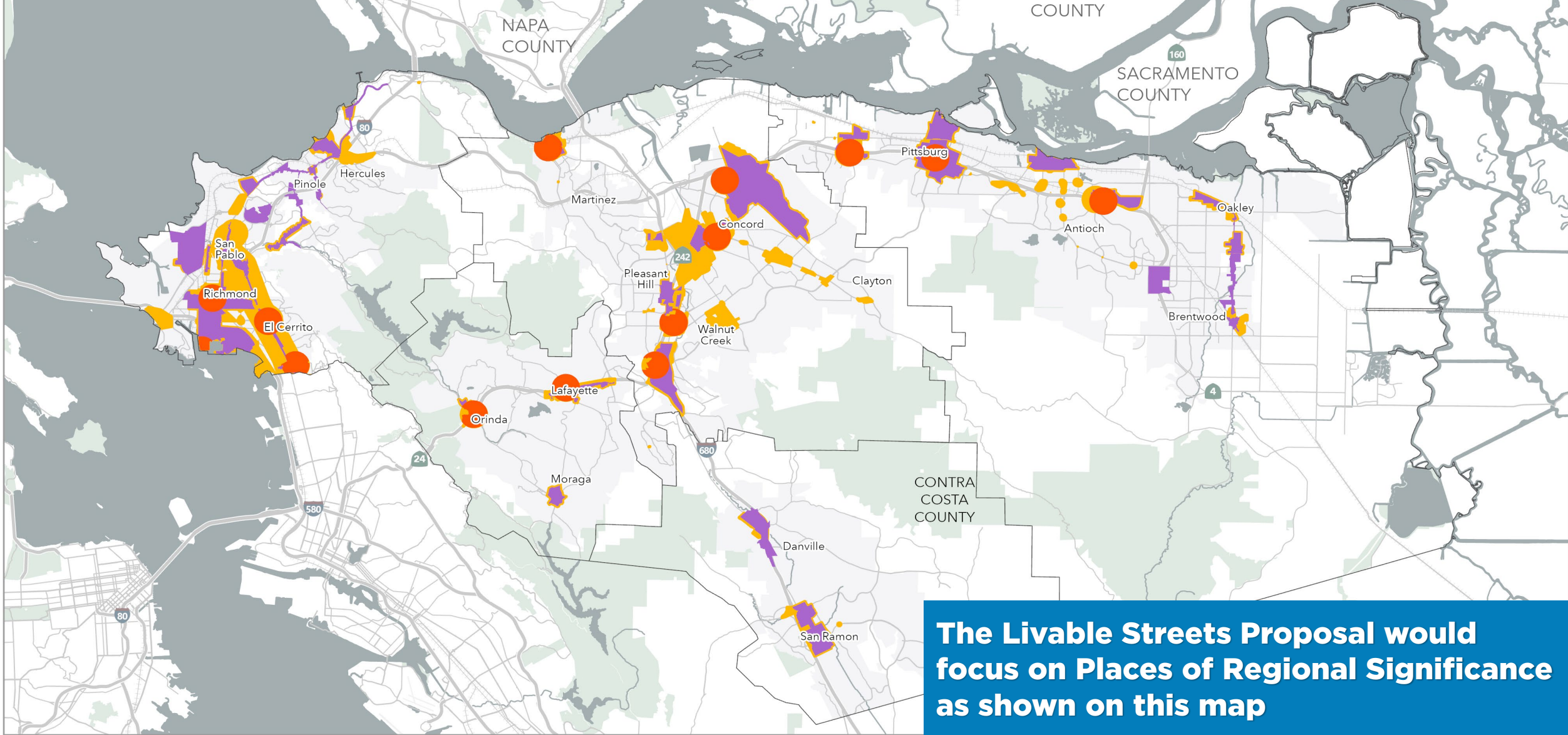
# Land valuation is low where streets are auto-focused.



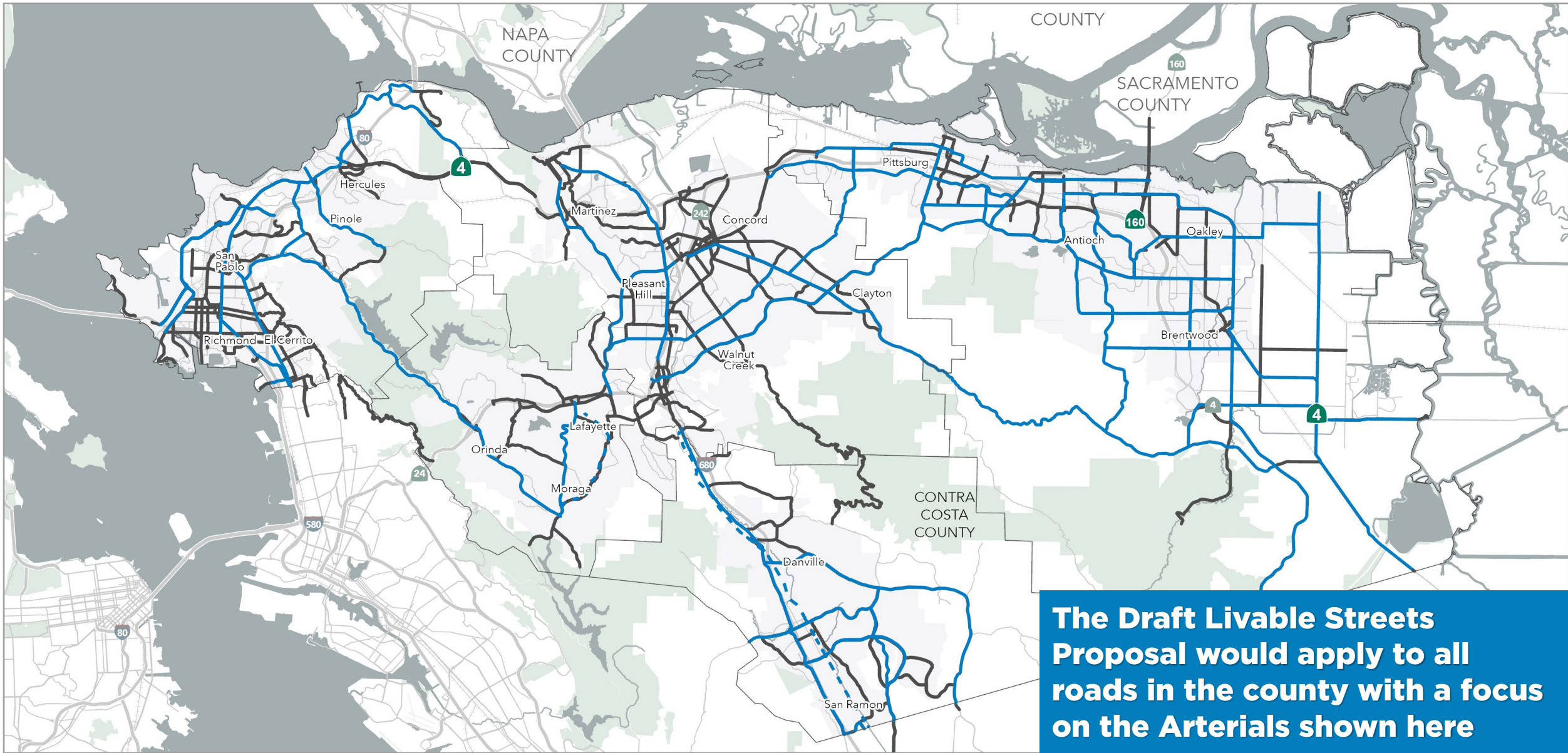
# The DRAFT Livable Streets Proposal has four street types:







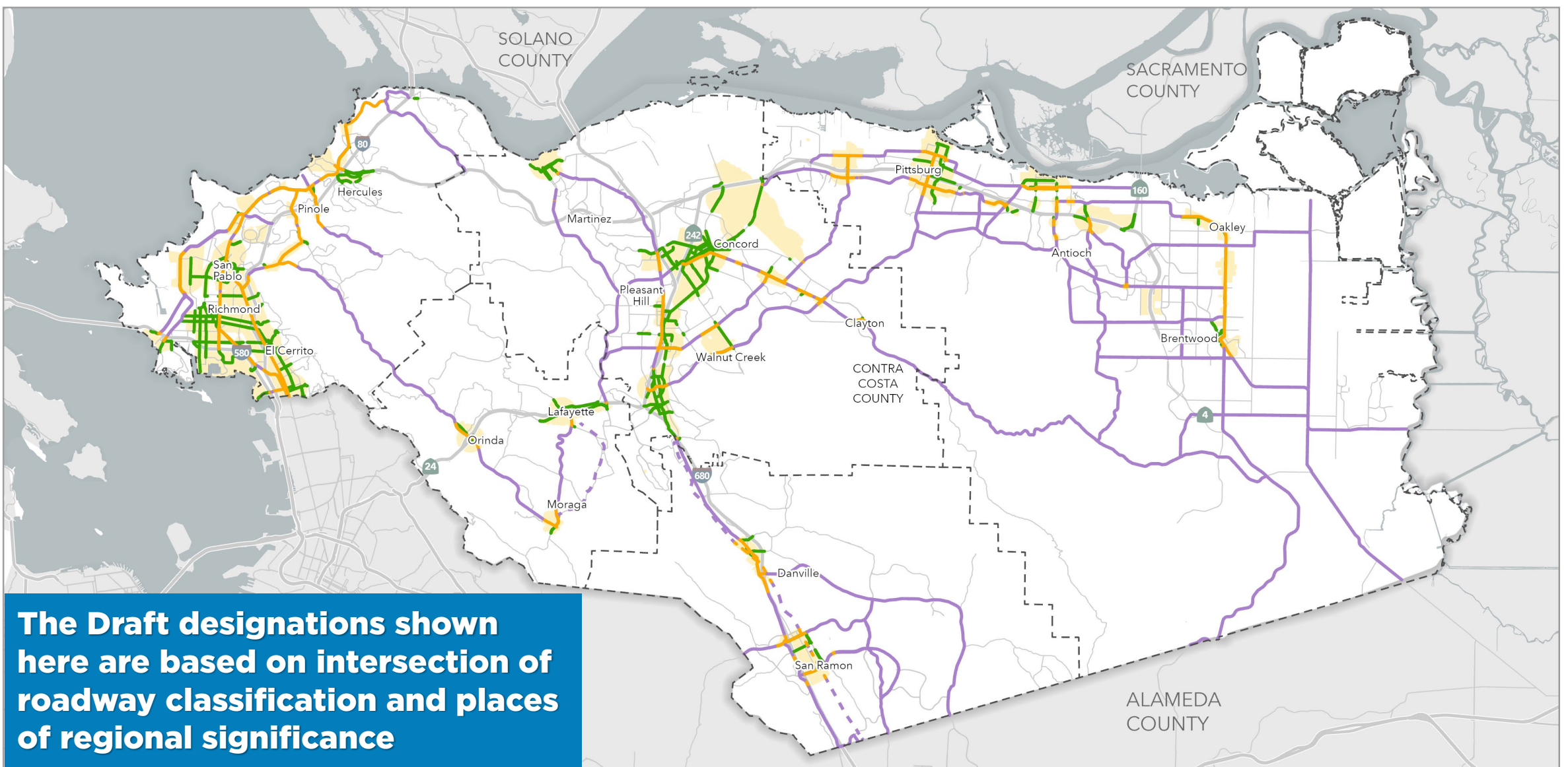
- MTC Transit Oriented Communities (TOCs)
- CCTA Pedestrian Priority Areas
- MTC Priority Development Areas (PDAs) (Plan Bay Area 2050)
- Urbanized Area
- RTPC Boundary



**The Draft Livable Streets Proposal would apply to all roads in the county with a focus on the Arterials shown here**

- CCTA Route of Regional Significance    - - Trail
- Caltrans Functional Classification Principal & Minor Arterials
- Urbanized Area
- RTPC Boundary





**The Draft designations shown here are based on intersection of roadway classification and places of regional significance**

**Proposed Livable Streets Typology**

- Connector Street (dashed line: trails)<sup>1</sup>
- Core Street (dashed line: trails)<sup>1</sup>
- Place Street<sup>2</sup>
- Place of Regional Significance (MTC designated TOCs, PDAs, CCTA Pedestrian Priority Areas)
- Urbanized Area<sup>3</sup>
- RTPC Boundary

All other Contra Costa streets are Neighborhood Streets.

**DRAFT Contra Costa Livable Streets Typologies  
CTP Blueprint**

Source: Contra Costa Transportation Authority (CCTA); Fehr & Peers. Notes: 1. CCTA Route of Regional Significance. 2. Caltrans Functional Classification principal and minor arterials. 3. Based on US Census city boundaries.

# Focus on SWAT Area

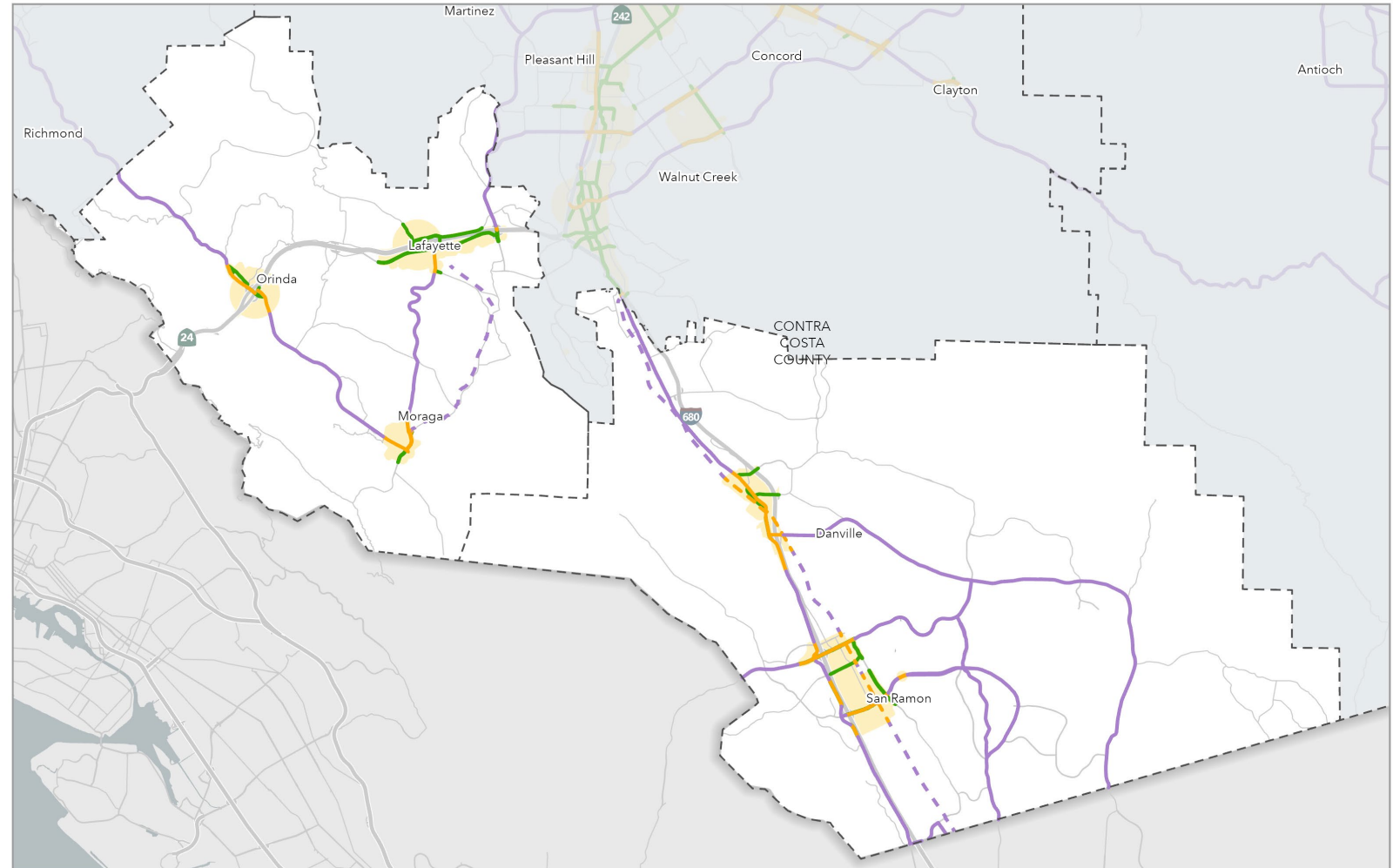
The Livable Streets Proposal  
applied to South County



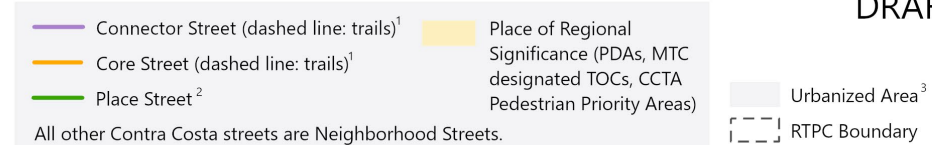


# South County

DRAFT Connector, Core and Place Streets in South County are shown here.



## Proposed Livable Streets Typology



## DRAFT South County Livable Streets Typologies CTP Blueprint

Source: Contra Costa Transportation Authority (CCTA); Fehr & Peers. Notes: 1. CCTA Route of Regional Significance. 2. Caltrans Functional Classification principal and minor arterials. 3. Based on US Census city boundaries.



# Connector Streets are movers of people and goods.

San Ramon Valley Boulevard near Elworthy Ranch Drive, Danville





# Place Streets are centers of business and community and should be comfortable for pedestrians and bicyclists.

Brookwood Road at Moraga Way, Orinda





# Core Streets are oriented towards movement and placemaking.

Moraga Road at Mt Diablo Boulevard, Lafayette





**Neighborhood streets are where people live and go for recreation.**

Ascension Drive near Palmira Place, San Ramon



# Discussion

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1. Which of these street designations resonate with you and which do you have questions about?
2. Would you add or remove any locations from the areas of significance shown?



# DRAFT Livable Streets Design Expectations

Clarifying what CCTA will fund and support



# The Livable Streets Proposal will create...

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An easy-to-use  
**street typology**



**Countywide maps**  
associated with  
multimodal and safety  
needs



**Design expectations** by  
street type

# The Draft Livable Streets Proposal is a decision support tool for CCTA and its partners.

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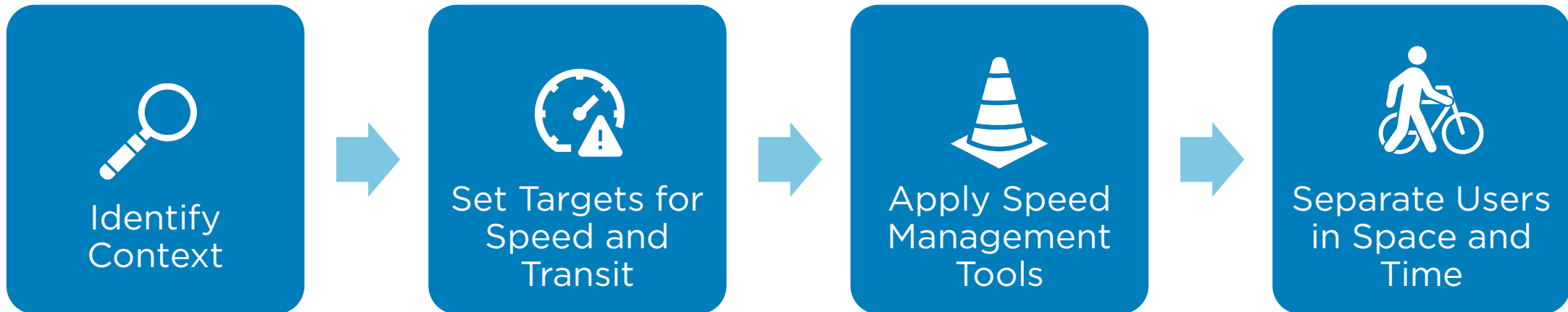
- It transparently identifies where investments in place and movement should be coordinated and design expectations for each street in Contra Costa.
- It could be used to help prioritize projects and programs within the CTP based on the LSP
- It could be used to help make future programming and funding decisions



# The Livable Streets Proposal will include design expectations for all street types to support Principles around safety and connectivity.

Treatments can be identified to bridge gaps in current place/movement operations and the ideal or planned vision of streets.

## Design expectations include...



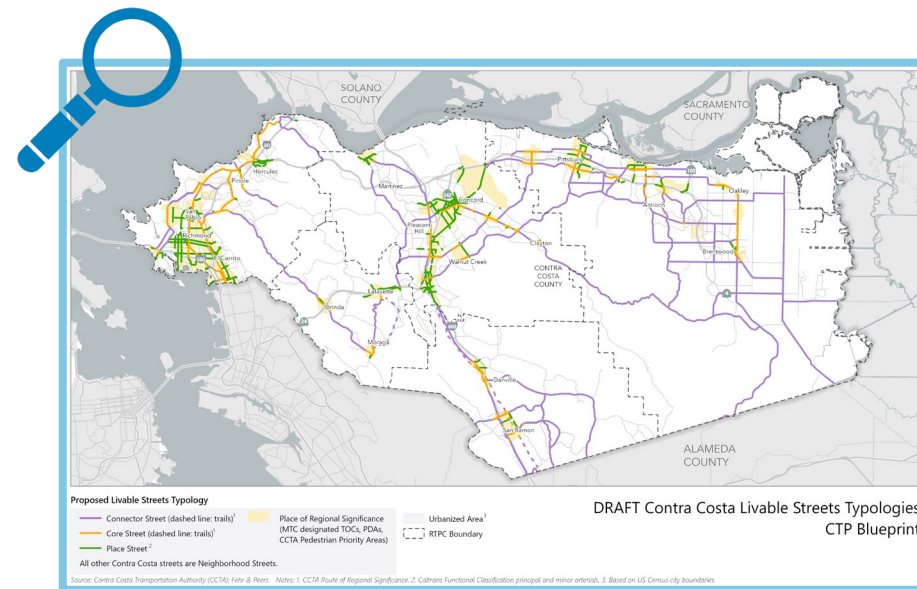
# Step 1

## Identify the Context.

Reference the Livable Streets Typology Map

### Items to consider

- What are the movement needs and place needs of this street segment?
- Are there schools along the street segment?
- Is this a transit priority corridor?



## Step 2

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### Set Targets for Speed and Transit.

#### Items to consider

- What is the target speed based on the movement needs and the place needs of the street?
- What is the target transit performance?

# Step 3

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## Apply Speed Management Tools.

### Items to consider

- Which speed management tools are needed to achieve the target speed?
  - Context specific tools
- Are there priority bus corridors on the street? What transit reliability needs are there?

## Step 4

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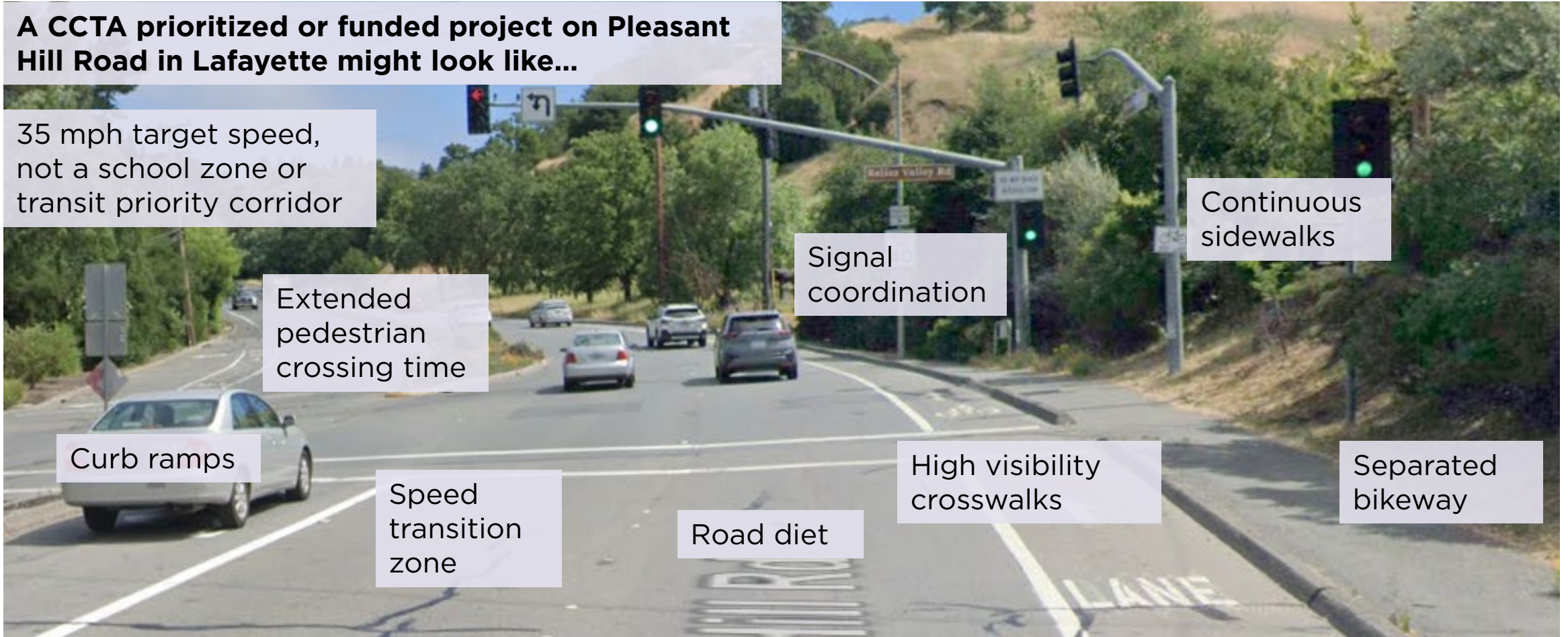
### Separate Users in Space and Time.

#### Items to consider

- What are the design elements, including for vulnerable users, that are appropriate based on the roadway speeds, volumes, and geometry?

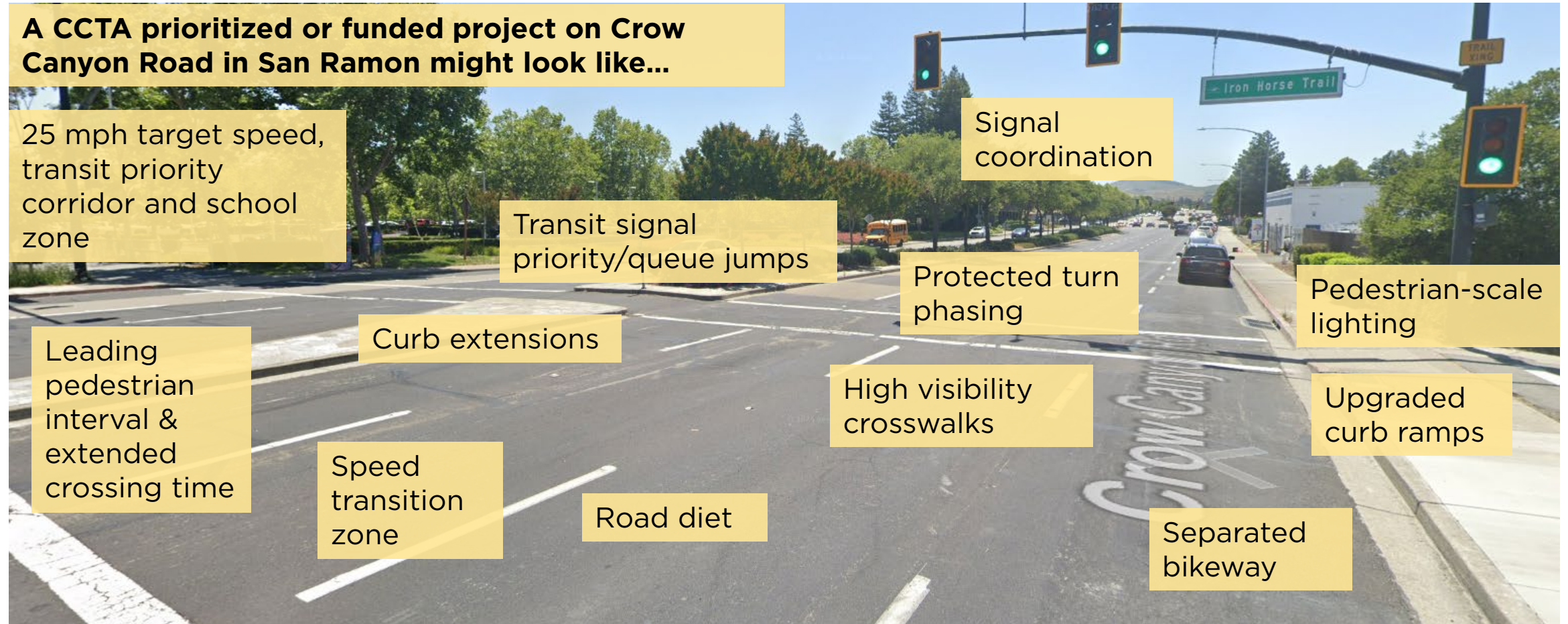
# Connector Streets would support auto movement while adding pedestrian, bike, and transit facilities.

A CCTA prioritized or funded project on Pleasant Hill Road in Lafayette might look like...





# Core Streets would prioritize transit and people walking & biking in Places of Significance while still moving all modes.





# Place Streets would prioritize biking and walking with a “layered network” approach prioritizing autos, bikes & transit.

A CCTA prioritized or funded project on East Prospect Ave in Danville might look like...

20 mph target speed, not a transit priority corridor or school zone



Additional lighting at intersections

Curb extensions and parklets

Speed bumps, chicanes

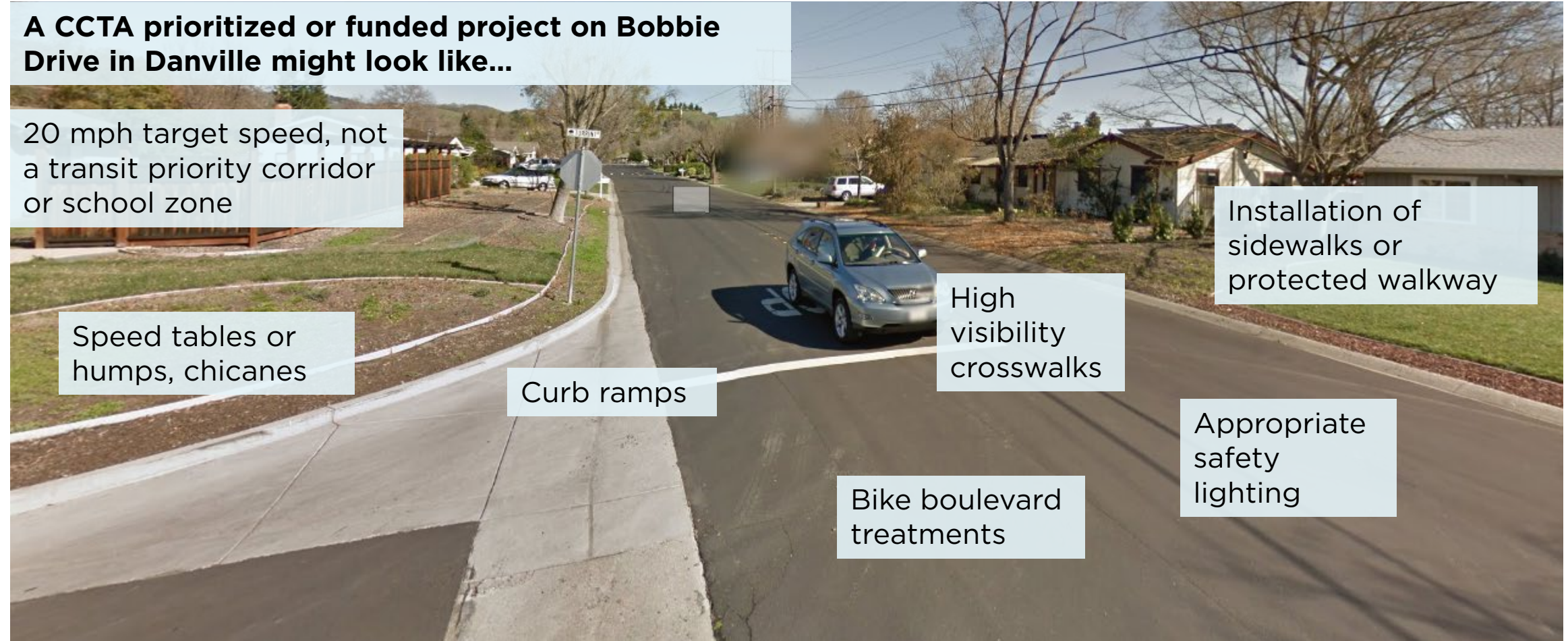
Raised intersection or crosswalk

Bikeway with parking removal/ bikeway on parallel street



# Neighborhood Streets would focus on safety for people walking and driving near their homes.

**A CCTA prioritized or funded project on Bobbie Drive in Danville might look like...**



20 mph target speed, not a transit priority corridor or school zone

Speed tables or humps, chicanes

Curb ramps

High visibility crosswalks

Bike boulevard treatments

Appropriate safety lighting

Installation of sidewalks or protected walkway

# Discussion

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1. Do the design expectations resonate?
2. Which do you have the most questions about?
3. What type of collaboration from CCTA will localities need in implementing this framework?
4. What are the barriers to implementation?



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# Wrap-Up and Next Steps

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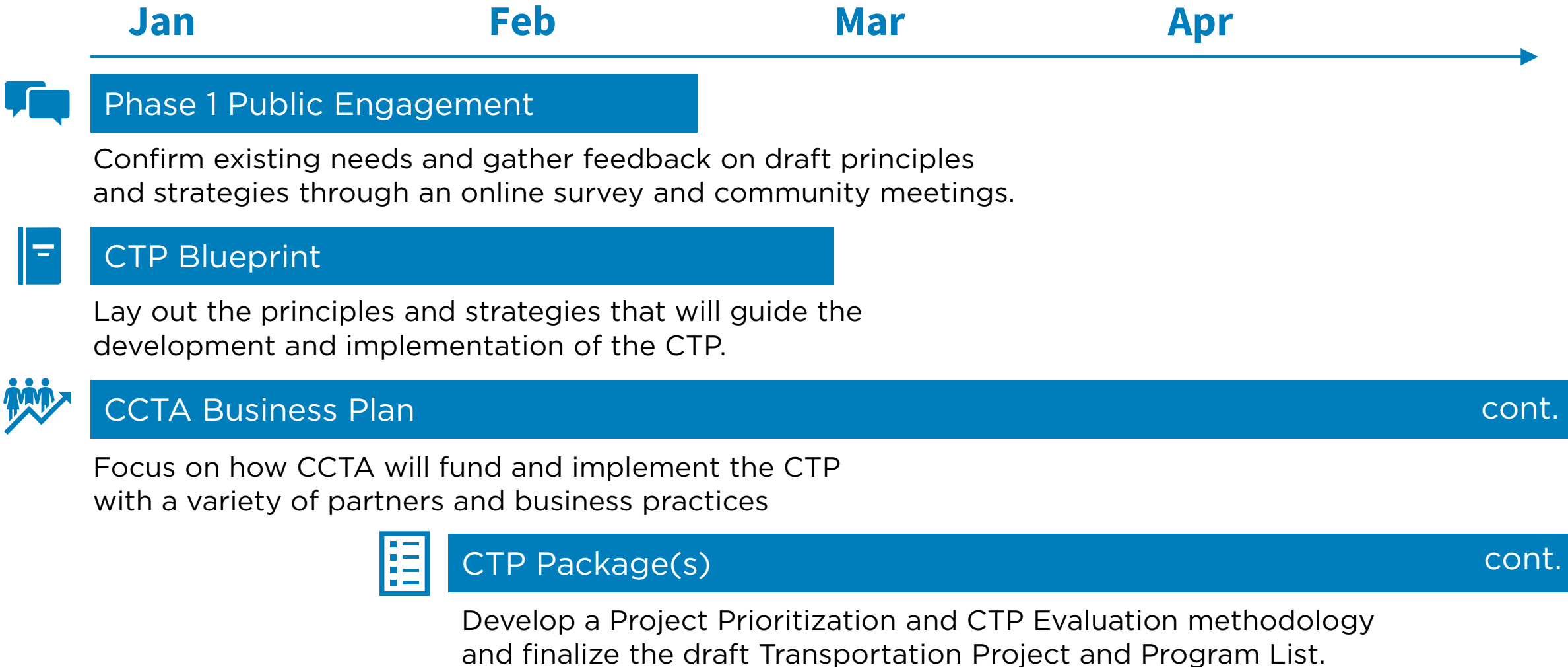
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# Next Steps for the Livable Streets Proposal

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- **Stakeholder Engagement:**
  - October CCTA Board workshop on Livable Streets principles
  - 8 RTPC meetings on the Draft Livable Streets Proposal in January and February
  - The next phase of engagement on the CTP will begin in June
- **Livable Streets Proposal integrated into draft CTP** (June 2025)
- LSP to potentially be used in **CTP project prioritization** and **future CCTA funding decisions** - still under discussion

# Next Steps for CTP and Business Plan



**Thank You!**





**AGENDA ITEM 7**

**TRANSPAC**  
**Transportation Partnership and Cooperation**  
Clayton, Concord, Martinez, Pleasant Hill, Walnut Creek and Contra Costa County  
1320 Mount Diablo Blvd, Suite # 206, Walnut Creek, CA 94596  
(925) 937-0980

January 28, 2025

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

**RE: Status Letter for TRANSPAC Meeting – January 23, 2025**

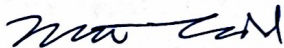
Dear Mr. Haile:

The TRANSPAC Committee met on January 23, 2025. The following is a summary of the meeting and action items:

1. Appointed Carlyn Obringer as the TRANSPAC Representative to the CCTA Board and Kevin Wilk as the alternate for the term February 1, 2025, through January 31, 2027,
2. Appointed Richard Enea as the alternate to replace Peter Cloven for the term February 1, 2024 – January 31, 2026,
3. Appointed Debbie McKillop from the City of Martinez and Kevin Wilk from the City of Walnut Creek to the Innovate 680 Policy Advisory Committee. Confirmed previously made appointments.

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 John Hoang, CCTA Staff  
Robert Sarmiento, TRANSPLAN; Ron Bernal, Chair, TRANSPLAN  
Chris Weeks, SWAT; Renata Sos, Chair, SWAT  
John Nemeth, WCCTAC; Rita Xavier, Chair, WCCTAC  
Tarienne Grover, CCTA Staff  
Sue Noack, Andrei Obolenskiy (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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November 18, 2024

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

Dear Mr. Haile:

The TRANSPLAN Committee undertook the following activities during its meeting on November 14, 2024:

1. Received an update on Tri Delta Transit's Comprehensive Operational Analysis.
2. Received a presentation on the Draft Contra Costa Countywide Comprehensive Transportation Safety Action Plan (CCTSAP) and recommended that the Contra Costa Transportation Authority Board adopt the CCTSAP.

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

e: TRANSPLAN Committee	M. Todd, TRANSPAC	T. Grover, CCTA
D. Friedmann, 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

Newell Arnerich,  
Chair

Ken Carlson

Darlene Gee, Alt.

Federal Glover

Chris Kelley

Aaron Meadows

Sue Noack

Carlyn Obringer, Alt.

Karen Stepper, Alt.

Rita Xavier, Alt.

Timothy Haile,  
Executive Director

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# MEMORANDUM

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To: Matt Todd, TRANSPAC  
Chris Weeks, SWAT  
Robert Sarmiento, TRANSPLAN  
Diane Friedmann, TVTC  
John Nemeth, WCCTAC  
Shawn Knapp, LPMC

From: Timothy Haile, Executive Director

Date: January 7, 2025

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

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At its December 18, 2024 meeting, the Authority discussed and approved the following agenda item recommendations, which may be of interests to the Regional Transportation Planning Committees:

- A. *The Authority Board approved Resolution 24-60-P, which concurred with the Regional Measure 3 allocation request in the amount of \$150,000, for the Cutting Boulevard Transit Improvements Project (Project) in the City of Richmond. This allocation will fund preparation of Plans, Specifications, and Estimates for the Project.*
  
- B. *The Authority Board approved Resolution 24-62-P, which authorized submittal of an allocation request to the Metropolitan Transportation Commission, in the amount of \$440,000 in Regional Measure 3 funds, to complete the environmental phase of the Innovate 680 – Walnut Creek Bay Area Rapid Transit Station Shared Mobility Hub (Project 8009.04).*



- 
- C. *The Authority Board approved Resolution 24-63-P, which authorized submittal of an allocation request to the Metropolitan Transportation Commission, in the amount of \$500,000 in Regional Measure 3 funds, to complete the environmental phase of the Innovate 680 – Bollinger Canyon Road Shared Mobility Hub (Project 8009.04).*
  - D. *The Authority Board authorized the Chair to execute Amendment No. 3 to Agreement No. 560 with Advanced Mobility Group in the amount of \$500,000, for a new total agreement value of \$5,344,536, to provide additional project and systems management services, extend the agreement termination date to December 30, 2025, and allowed the Executive Director or designee to make any non-substantive changes to the language.*
  - E. *The Authority Board authorized the Chair to execute Amendment No. 5 to Agreement No. 545 with COWI North America, Inc. in the amount of \$60,000, for a new total agreement value of \$2,986,082, to provide additional design and engineering services for the Bollinger Canyon Road – Iron Horse Trail Bicycle and Pedestrian Overcrossing (Project 120025), and allowed the Executive Director or designee to make any non-substantive changes to the language.*
  - F. *The Authority Board authorized the Chair to execute Amendment No. 2 to Agreement No. 622 with Central Contra Costa Transit Authority dba County Connection to extend the agreement termination date to September 30, 2025, with no increase in budget for the Innovate 680 – Bay Area Mobility-on-Demand/Mobility-as-a-Service (Project 8009.05), and allowed the Executive Director or designee to make any non-substantive changes to the language.*
  - G. *The Authority Board authorized the issuance of Request for Proposals No. 24-10 for Construction Management (CM) services for the Interstate 680/State Route 4 Interchange Improvements, Phases 1, 2A, and 4 (Project 6001b) (Project). The Project is in the final design phase and is ready for constructability and biddability reviews from the CM team.*
  - H. *The Authority Board authorized for the Chair to execute Amendment No. 6 to Agreement No. 503 and Task Order No. 1C with WMH Corporation in the amount of \$3,100,000, for a new total agreement value of \$30,005,044, to complete the environmental revalidation, finalize the design, and prepare separate bid packages for Phases 2A and 4 of the Interstate 680/State Route*

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*4 Interchange Improvements, Phases 1, 2A, and 4 (Project 6001), extend the agreement termination date to June 30, 2026, and allowed the Executive Director or designee to make any non-substantive changes to the language.*

- I. *The Authority Board authorized the Executive Director or Designee to execute Cooperative Agreement No. 120.02 with the United States Department of Transportation in the amount of \$1 million in Innovative Finance and Asset Concession Grant Program funds, including future amendments, to support the Countywide Mobility Hub Network Study (Project 31010).*
- J. *The Authority Board authorized the issuance of Request for Proposals No. 24-8 to develop a qualified Shared Autonomous Vehicles vendor list.*
- K. *The Authority Board approved Resolution 24-65-P, which authorized utilizing \$550,000 in Fund Exchange Reserve funds, and authorized the Chair to execute Amendment No. 1 to Agreement No. 547 with the Bay Area Rapid Transit in the amount of \$550,000, for a new total agreement value of \$3,710,377.78 for the Innovate 680 – Bay Area Mobility-on-Demand (Project 8009.05), and allowed the Executive Director or designee to make any non-substantive changes to the language.*
- L. *The Authority Board approved Resolution 21-40-G (Rev 2), in support of the Authority's commitment to its Countywide Vision Zero policy, and recommended to adopt the Contra Costa Countywide Comprehensive Transportation Safety Action Plan (CCTSAP), which incorporates comments from the jurisdictions and the Regional Transportation Planning Committees and ensures a Local Road Safety Plan for each jurisdiction. The CCTSAP will be integrated into the Contra Costa Countywide Transportation Safety Policy and Implementation Guide for Local Agencies, which was adopted by the Authority Board in September 2021, to provide jurisdictions with a consistent Safe Systems Approach to eliminate fatal and severe injuries.*

**\*To view the full meeting packet with additional agenda item information, please visit our meetings webpage [here](#). Attachments to the Authority Board packet can be found in the Administration and Projects Committee and Planning Committee packets as referenced in the staff report.**



COMMISSIONERS

Newell Arnerich,  
Chair

Diane Burgis

Ken Carlson

Darlene Gee, Alt.

Chris Kelley

Aaron Meadows

Sue Noack

Carlyn Obringer

Karen Stepper, Alt.

Rita Xavier

Timothy Haile,  
Executive Director

---

# MEMORANDUM

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To: Matt Todd, TRANSPAC  
Chris Weeks, SWAT  
Robert Sarmiento, TRANSPLAN  
Diane Friedmann, TVTC  
John Nemeth, WCCTAC  
Shawn Knapp, LPMC

From: Timothy Haile, Executive Director

Date: January 30, 2025

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

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At its January 15, 2025 meeting, the Authority discussed and approved the following agenda item recommendations, which may be of interests to the Regional Transportation Planning Committees:

- A. *The Authority Board received an informational quarterly project status report of the current Measure projects for October – December 2024.*
- B. *The Authority Board approved issuing transmittal of an Annual Urban Limit Line Policy Advisory Letter to all Contra Costa County Jurisdictions.*
- C. *The Authority Board approved the proposed approach, scope, and schedule for the 2025 Congestion Management Program Update.*

**\*To view the full meeting packet with additional agenda item information, please visit our meetings webpage [here](#). Attachments to the Authority Board packet can be found in the Administration and Projects Committee and Planning Committee packets as referenced in the staff report.**





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COMMISSIONERS

December 6, 2024

Newell Arnerich,  
Chair

Renata Sos, Chair

Lamar Hernandez-  
Thorpe, Vice Chair

SWAT c/o Town of Moraga

Ken Carlson

329 Rheem Boulevard

Paul Fadelli

Moraga, CA 94556

Federal Glover

Subject: Expiration of Authority Member and Alternate Terms and Appointment of two South County Representatives and an Alternate for the Even-Year Term of February 1, 2025 through January 31, 2026 and Odd-Year Term from February 1, 2025 through January 31, 2027

Chris Kelley

Aaron Meadows

Dear Chair Sos,

Sue Noack

Scott Pekins

Commissioner Scott Perkin's term as the even year SWAT representative on the Contra Costa Transportation Authority (Authority) Board expires on January 31, 2026; however, the seat will be vacated after the next City of San Ramon City Council meeting in December. We need to fill the seat for the remainder of the even-year term through January 31, 2026.

Renata Sos

Timothy Haile,  
Executive Director

Additionally, your term as the odd-year SWAT representative on the Authority Board ends on January 31, 2025; however, your seat will be vacated after the next Town of Moraga City Council meeting in December.

The Authority Board kindly requests that the SWAT Board make an appointment to the Authority Board for the odd-year term of February 1, 2025 through January 31, 2027 and the remainder of the even-year term from February 1, 2025 through January 31, 2026. An alternate also needs to be appointed for the odd-year seat from February 1, 2025 through January 31, 2027. The current alternate for the odd-year seat is Commissioner Alternate Darlene Gee.

2999 Oak Road

Suite 100

Walnut Creek

CA 94597

PHONE: 925.256.4700

FAX: 925.256.4701

[www.ccta.net](http://www.ccta.net)

Please notify the Authority in writing of your appointments and provide us with 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 19, 2025, and at the Authority's Planning Committee and Administration & Projects Committee meetings depending upon appointment in March (March 6, 2025).

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.

Chair Sos  
SWAT c/o Town of Moraga  
December 6, 2024  
Page 2

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Sincerely,



Tarienne Grover, MMC, EMPA  
Director, Administrative Services

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