



## *Planning Committee Meeting* **MINUTES**

<b>MEETING DATE:</b>	November 6, 2013
<b>MEMBERS PRESENT:</b>	Dave Hudson (Vice Chair), Karen Mitchoff, Kevin Romick, Julie Pierce for David Durant, and Tom Butt for Janet Abelson
<b>MEMBERS ABSENT:</b>	David Durant and Janet Abelson
<b>STAFF PRESENT:</b>	Randell Iwasaki, Martin Engelmann, Matt Kelly, and Peter Engel
<b>MINUTES PREPARED BY:</b>	Diane Bodon

---

- A. **CONVENE MEETING:** *Vice Chair Hudson* convened the meeting at 6:00 p.m. on behalf of *Chair Durant*.
- B. **PUBLIC COMMENT:** *None*
- C. **APPROVAL OF MINUTES:** Planning Committee Minutes of October 2, 2013.

*ACTION:* Motion to approve the minutes was made by *Commissioner Pierce* and seconded by *Commissioner Romick*. The motion passed, 4-0. (*Commissioner Butt* had not yet arrived)

### **CONSENT CALENDAR ITEMS**

*ACTION:* Motion to approve the Consent Calendar was made by *Commissioner Mitchoff* and seconded by *Commissioner Romick*. The motion passed, 4-0. (*Commissioner Butt* had not yet arrived)

- 1.0 Approval of funding Allocation Resolution 13-53-G for Bay Trail Gap Closure: Castro Street to the Richmond-San Rafael Bridge.**
- 2.0 Approval of Funding Allocation Resolution 13-54-G for Central Concord Pedestrian Improvements and Streetscape Project.**

*End of Consent Calendar*

## REGULAR AGENDA ITEMS

### **3.0 Review of the City of Pittsburg's Growth Management Program (GMP) Compliance Standing with Respect to Participation in a TRANSPLAN – approved Regional Transportation Mitigation Program (RTMP), Retroactive Payment of Previously Withheld “off-year” Local Street Maintenance (LSM) Funds for FY 2010-11, and Payment of FY 2011-12 funds as Appropriate, Based upon Review of the City's Calendar years (CY)s 2010 & 2011 GMP Compliance Checklist.**

*ACTION:* Motion to approve was made by *Commissioner Pierce* and seconded by *Commissioner Mitchoff*. The motion passed, 5-0.

*DISCUSSION:* Mr. Martin Engelmann, CCTA's Deputy Executive Director for Planning, reported that in July 2010 the City of Pittsburg withdrew from the East Contra Costa Regional Fee and Financing Authority (ECCRFFA), raising GMP compliance issues with their Calendar Years 2008 & 2009 GMP Compliance Checklist. He stated that in light of the City of Pittsburg's decision to withdraw from ECCRFFA, the Authority took a “watch position” regarding the allocation of “off-year” FY 2010-11 funds. He explained that under Authority policy, this action meant that the Authority would hold the City's LSM funds in abeyance, without interest, until the compliance issue was resolved.

*Commissioner Butt arrived at 6:03 p.m.*

Mr. Engelmann said that after extensive discussions between the City of Pittsburg, TRANSPLAN, ECCRFFA, and Authority staff, a successful conclusion was reached in September 2013, restoring the City of Pittsburg's compliance with the Measure J GMP. He concluded his report by stating that staff recommends approval of the jurisdiction's Checklist and allocation of approximately \$1.942 million in LSM funds to the City of Pittsburg as follows: 1) allocation of \$604,920 in “off-year” FY 2010-11 LSM funds; 2) allocation of \$641,340 in first year funds (FY 2011-12) for the current Checklist cycle; and 3) authorization to pay the “off-year” FY 2012-13 LSM funds of \$696,875 in November 2014, the anniversary of the first-year payment, subject to the City's continuous adherence to the JEP A agreement.

### **4.0 Citizens Advisory Committee (CAC) At Large Membership Appointment.**

*ACTION:* Motion to approve was made by *Commissioner Hudson* and seconded by *Commissioner Pierce*. The motion passed, 5-0.

*DISCUSSION:* Mr. Engelmann reported that a CAC At Large application was submitted by Greenbelt Alliance and the CAC requests that the Authority appoint Darryl Young as an At Large member. He explained that under Authority Ordinance 06-05, the Authority shall make the At

Large appointments. He also noted that the Authority has the option to appoint a different nominee, or leave the position vacant.

**5.0 Authorization to Enter into a Consultant Agreement with the Selected Firm to Prepare Environmental Analysis Documents for the 2014 Countywide Transportation Plan.**

*ACTION:* Motion to approve was made by *Commissioner Romick* and seconded by *Commissioner Pierce*. The motion passed, 5-0.

*DISCUSSION:* Mr. Engelmann reported that on September 13, 2013, the Authority released Request for Proposal (RFP) 13-1 for consultant support in preparing the environmental analysis for the 2014 Countywide Comprehensive Transportation Plan (CTP). He said that the consultants firms of Dyett & Bhatia and Lamphier-Gregory submitted proposals. He noted that staff would bring the recommendations of the November 5<sup>th</sup> interviews to the Planning Committee for review. He stated that staff requests that the Authority authorize Mr. Randell Iwasaki, CCTA's Executive Director to negotiate with the selected consultant team and approve a contract in the amount not to exceed \$250,000.

**6.0 Delegation to the Authority's CTP Ad Hoc Committee to Approve Release of the Introductory Brochure for the 2014 CTP Update.**

*ACTION:* Motion to approve was made by *Commissioner Mitchoff* and seconded by *Commissioner Pierce*. The motion passed, 5-0.

*DISCUSSION:* Mr. Engelmann stated that the Measure J Expenditure Plan requires that the Authority prepare a Countywide Comprehensive Transportation Plan (CTP). He noted that the current schedule for the 2014 CTP calls for the release of the draft CTP in April 2014, with adoption in October 2014. He explained that prior to releasing the draft CTP, the Authority will issue an introductory brochure that provides background on current issues and future challenges prepared in house with the assistance from the Gray-Bowen consultant team, Barbary Coast, and Dyett & Bhatia. He finalized his report by stating that staff seeks authorization to delegate the role to review and approve the draft CTP brochure to the Ad Hoc Committee.

**7.0 Authorization to Enter into FHWA Value Pricing Agreement with Federal Highways Administration and Caltrans.**

*ACTION:* Motion to approve was made by *Commissioner Romick* and seconded by *Commissioner Pierce*. The motion passed, 5-0.

*DISCUSSION:* Mr. Peter Engel, CCTA's Program Manager reported that staff seeks approval to authorize the CCTA Executive Director to enter into a cooperative agreement with the Federal Highway Administration (FHWA) and Caltrans to receive \$322,400 in funding under the federal Value Pricing Pilot Program (VPPP). He noted that in March 2013, CCTA was awarded federal VPPP funds in the amount of \$322,400 for the implementation of a real time ridesharing pilot along the I-80 corridor in west Contra Costa County. He explained that in concept Carma would work in collaboration with CCTA and 511 Contra Costa to outreach to employers and commuters who travel on the I-80 corridor between Solano and Alameda counties.

**8.0 Other Business:**

- Mr. Engelmann stated that work load permitting, staff proposes to cancel the January Planning Committee meeting.

**9.0 News Clippings and Correspondence:**

- **LPMC Memo to the City of Lafayette, October 24, 2013.**  
Mr. Engelmann stated that the Lamorinda Project Management Committee (LPMC) is working on its 2014 Action Plan Updates and based upon the existing 2009 Action Plan an issue has come up regarding the Terraces apartment of 314 units. LPMC sent a letter to the City of Lafayette and forwarded to SWAT saying that it appears, based upon the information provided that one of the proposed mitigations for the Terraces project - to widen southbound Pleasant Hill Road from 2 to 3 lanes - was inconsistent with the Gateway Constraint Policy in the adopted Lamorinda Action Plan. SWAT has asked for further information and will discuss this again in the December meeting.

**10.0 Adjournment:** The meeting was adjourned at 6:16 p.m. The next regular meeting is scheduled for Wednesday, December 4, 2013 at 6:00 p.m.