



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

**MEETING DATE:** March 6, 2013

**MEMBERS PRESENT:** Janet Abelson, Candace Andersen for Karen Mitchoff, David Durant, Dave Hudson, and Kevin Romick

**STAFF PRESENT:** Randell Iwasaki, Martin Engelmann, Brad Beck, and Matt Kelly

**MINUTES PREPARED BY:** Diane Bodon

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**A. CONVENE MEETING:** *Commissioner Abelson* convened the meeting at 6:01 p.m.

**B. PUBLIC COMMENT:** None.

**C. ELECTION OF CHAIR AND VICE-CHAIR 2013:**

*ACTION:* Motion to nominate *Commissioner Durant* for Chair and *Commissioner Hudson* for Vice Chair was made by *Commissioner Romick*, and seconded by *Commissioner Andersen*. The motion passed 5-0.

**D. APPROVAL OF MINUTES:** Planning Committee Minutes of February 6, 2013.

*ACTION:* Motion to approve the minutes was made by *Commissioner Romick* and seconded by *Commissioner Durant*. The motion passed, 4-0-1. *Commissioner Andersen* abstained.

### **CONSENT CALENDAR ITEMS**

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

**1.0 Approval of the City of Walnut Creek's Calendar Years (CY) 2010 & 2011 Growth Management Program (GMP) Compliance Checklist.**

**End of Consent Calendar**

## REGULAR AGENDA ITEMS

### 2.0 Unified Call for Projects for Cycle 2 Federal Funding.

*DISCUSSION:* Martin Engelmann, CCTA's Deputy Executive Director, Planning, stated that item 2.0 on the Unified Call for Projects for Cycle 2 Federal Funding would be combined as three sub-items: 2.1 Allocation of Planning Federal Funds; 2.2 Call for Projects on the OneBayArea Grant (OBAG) program; and 2.3 Release of the Safe Routes to School (SR2S) Call for Projects. He acknowledged Brad Beck, CCTA's Senior Transportation Planner, for his major role in developing the items.

Mr. Engelmann reported that MTC approved Resolution No. 4035 in May 2012 that established the program architecture for the allocation of \$795 million in Federal funds for FY 2012-13 to FY 2015-16. He explained as the designated Congestion Management Agency (CMA) for Contra Costa, the Authority was responsible for allocating a total of \$51.238 million in Surface Transportation Program (STP), Congestion Mitigation Air Quality (CMAQ), and Transportation Alternatives Program (TAP) funding for Planning, Local Streets and Road Preservation (LSRP), Transportation for Livable Communities (TLC), and Safe Routes to School (SR2S). He noted that staff would be reporting on how to allocate the Federal funds to MTC in the June/July timeframe.

#### 2.1. Allocation of \$2.745 Million in Cycle 2 Federal Planning Funds for Local Priority Development Area (PDA) Planning and Implementation.

*ACTION:* Motion to approve Option 2, Authority to provide grants to local jurisdictions through a single program administered by the CMA, was made by *Commissioner Andersen* and seconded by *Commissioner Durant*. The motion passed, 5-0.

*DISCUSSION:* Mr. Engelmann reported that in November 2012, MTC established a \$20 million planning program to support local planning activities related to Priority Development Areas (PDAs). He said Contra Costa would be receiving \$2.745 million in Cycle 2 Federal Planning funds to help the jurisdictions study their PDAs and to assist them on how best to invest transportation dollars. He noted that staff needs to report how Contra Costa will be spending the funds to MTC by the June/July timeframe.

Mr. Engelmann explained that the CMAs were given three options for distributing the funds. Option 1: After the CMA has identified and prioritized the planning studies to be undertaken, local jurisdictions may directly access these funds through Caltrans Local Assistance and FHWA; Option 2: The CMA may choose to provide individual grants to local jurisdictions through a single program administered by the CMA; or Option 3: The CMA may request that ABAG administer the grants. He stated that staff recommends Option 2 because it would relieve local jurisdictions from the burden of obtaining the federal

authorization and allow staff to figure out a good fit between consultant and local jurisdictions.

*Commissioner Andersen* said she agreed with staff's recommendation because it was an efficient use of resources.

*Commissioner Hudson* agreed with staff's recommendation but expressed concern over Authority staff's workload.

Mr. Randell Iwasaki, CCTA's Executive Director, responded to Commissioner Hudson's concern by stating that at the February Planning Committee meeting staff was given authorization to hire a part time planning consultant. He said the planning consultant would be used as a resource for this project. He also noted that Option 2 would show CCTA's dedication to improve partnership, customer service, to be more innovative, and more efficient.

## **2.2. Call for Projects for the OneBayArea Grant (OBAG) Program.**

*ACTION:* Motion to approve staff to release the OBAG "Call for Projects" on March 8, 2013 was made by *Commissioner Andersen*, and seconded by *Commissioner Romick*. The motion passed, 5-0.

*DISCUSSION:* Mr. Engelmann reported that the PDA/OBAG Working group and the Technical Coordinating Committee (TCC) worked in parallel on a tight schedule to assist staff in preparing a proposed process and criteria for selecting projects and programs for funding through the OBAG program. He stated that staff also enlisted the help of the EPS consultant team to prepare the PDA Strategy. He explained that in May 2012, MTC created the OBAG program to fund transportation investments in PDAs totaling \$45.2 million in federal funds in Contra Costa through FY 2015-16. Mr. Engelmann provided a detailed explanation of the key components of the OBAG program, as well as the proposed OBAG screening and selection criteria. He finalized his report by stating that staff was seeking approval of the proposed process for selecting projects for funding through the OBAG program and authorization to release the OBAG "Call for Projects" on March 8, 2013.

*Commissioner Andersen* thanked staff for their work.

*Commissioner Abelson* asked for public comment.

- 1) Coire Reilly – Contra Costa Health Services: Thanked staff for the opportunity to work on the PDA/OBAG Working group. He said that Contra Costa Health Services recognizes the strong link between the built environment and health. They commend the direction of having local cities and jurisdictions choose

priority development areas which will help the cities focus on creating walkable and bike friendly communities. He also stated that it is the Communities of Concern and CARE communities that are a priority to the Health Department and that he would like an emphasis made on prioritizing projects that have a long history of reserving affordable housing.

- 2) Mike Daley – EAH Housing. Supports letter submitted by Christy Leffall from Urban Habitat regarding scoring and weighting criteria. Wants more specific attention paid to the affordable housing component.
- 3) Christy Leffal – Urban Habitat. Stated that the letter submitted to Chair Abelson was from a collective group working towards equitable Transit Oriented Development (TOD) and transit access for working people. Wants emphasis given to prioritizing affordable housing by modifying guidelines to increase the weighting for affordable housing in PDAs as a significant consideration for funding.
- 4) Paul Campos – Building Industry Association of the Bay Area. Thanked CCTA staff for their work towards getting different stakeholders together and conducting a thorough process in developing the guidelines. Supports staff's recommendation and proposal.
- 5) Woody Karp – Senior Project Developer, Eden Housing and Member of East Bay Housing Organization. Stated that affordable housing was an important component and must be given a higher percentage in the scoring criteria.  
*Commissioner Durant* said he saw a strong emphasis on affordable housing throughout the criteria and asked why it was not sufficient. Mr. Daley responded that the advocacy groups believe affordable housing is important enough and should receive more than 2 points.
- 6) Adele Ho – Public Works Director, City of San Pablo. Stated she was representing City County Engineers and is also a member of the TCC. She supports the TCC recommendations which were developed from extensive discussion considering the PDA/OBAG Working Group's recommendations, as well as Contra Costa County's unique aspects and needs, and the importance of delivering meaningful projects in a timely manner.
- 7) Matt VanderSluis – Greenbelt Alliance. Member of the PDA/OBAG Working Group. Said this marks a new era in Contra Costa County to have advocacy groups and local staff work together to make locally nominated priority development areas successful. He also said an emphasis should be made to continue to funnel more resources to help reward those jurisdictions that are

stepping up to the plate and doing the most to encourage making great neighborhoods and communities.

- 8) Yvettah Ortiz – City of El Cerrito and WCCTAC representative on the TCC. Supports TCC recommendations for the OBAG project selection criteria which are intended to prioritize good transportation projects in PDAs that are both ready for development and have implemented affordable housing policies.
- 9) Joel Ramos – TransForm. Member of the PDA/OBAG Working Group. Supports letter from Urban Habitat. Expressed the importance of rewarding the cities that are doing the work towards affordable housing. Believes more weight should be given to the communities that are doing the hard job of providing for the families that need transit the most. Thanked CCTA staff and consultants for the opportunity to work on the PDA/OBAG Working Group.
- 10) Shawna Reed – Planning Director, Town of Moraga. Member of the PDA/OBAG Working Group. She said TCC's recommendation reflects the policy direction from MTC and would allow all Contra Costa to move forward with innovative transportation projects.
- 11) Tai Williams – Community Development Director, Town of Danville. Serves on the TCC and PDA/OBAG Working Group. She said MTC, the PDA/OBAG Working Group and the TCC all recognize that housing is woven throughout both the screening, project and context criteria. She said the TCC's recommendation is based on 4 points: 1) broader geographic context; 2) accountability on the merits of transportation projects, and less on the location of those projects; 3) desire to ensure an equitable playing field so that all jurisdictions can compete for the funds; and 4) the overarching goal of SB 375 to reduce greenhouse gas emissions. She supports staff's recommendation.

*Public Comment closed.*

*Commissioner Andersen* thanked the TCC and the PDA/OBAG Working Group. She said that affordable housing was well addressed throughout the criteria and appreciates the work of the TCC for moving forward and recognizing jurisdictions that may not be able to compete. She supports staff's recommendation as the most equitable approach for all jurisdictions.

*Commissioner Hudson* expressed the importance for the public to support transportation projects and also supports the TCC's recommendation.

*Commissioner Durant* agreed with *Commissioners Andersen* and *Hudson*. He believes that affordable housing and a variety of housing types were represented throughout the criteria. He addressed key points in the letter submitted by Ms. Leffal by stating that

although the idea of trying to mirror what happens in Alameda County may be objectively interesting in some ways, Alameda County is fundamentally different than Contra Costa County. He said it was important to have the infrastructure structured and financed in way that facilitates the development of the PDAs and that helps with affordable housing but more importantly helps with a range of housing options for the people of Contra Costa. He stated that TCC's recommendation supports a balance that addresses the spirit and intent of encouraging and supporting local jurisdictions meeting their housing objectives and providing for the infrastructure that feeds both the existing affordable housing and future development that people want to see in PDAs. He also states that in Contra Costa, the connection to housing was critical and having the ability to develop the infrastructure to meet the variety of needs is what distinguishes Contra Costa County from Alameda County. He finalized his comments by thanking the TCC and the PDA/OBAG Working Group for their work in this process.

*Commissioner Romick* stated that the proposed criteria allows for sufficient opportunities for all the communities to participate in the program. He supports staff's recommendation.

### **2.3 Release Safe Routes to School (SR2S) "Call for Projects" to the Regional Transportation Planning Committees (RTPCs) and Program Managers.**

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

*DISCUSSION:* Mr. Engelmann reported that the SR2S Oversight Committee, comprised of transportation managers and SR2S program managers, met with Authority staff in January 2013 to develop a policy framework for allocating \$3.289 million in federal CMAQ funds. He said the proposed process would divide the funds among the subareas, and work with the RTPCs to decide on project and program priorities. He noted that to initiate the process, staff proposes to release the request to the program managers and RTPCs in parallel with the unified Call for Projects for Cycle 2 funding. He finalized his report by stating that staff was requesting authorization to release the SR2S Call for Projects on March 8, 2013. The deadline for submittal of the proposed project list to MTC is on July 31, 2013.

**3.0 SB 375/SCS Implementation Update.**

*ACTION:* Information Only – No Action Taken

*DISCUSSION:* Mr. Engelmann stated that MTC was planning to release their Draft 2013 RTP on March 22, 2013. He said CCTA has invited MTC staff to provide the full presentation at the April 17th Board meeting. He noted that the Draft RTP will be discussed at the April 3<sup>rd</sup> Planning Committee meeting. He said comments on the draft will be transmitted to MTC in April or May.

**4.0 Other Business.**

**5.0 News Clippings and Correspondence.** None.

**6.0 Adjournment:** The meeting was adjourned at 7:53 p.m. The next regular meeting is scheduled for Wednesday, April 3, 2013 at 6:00 p.m.