

TRANSPLAN Technical Advisory Committee

30 Muir Road, Martinez, CA 94553

Participating entities: Cities of Antioch, Brentwood, Oakley and Pittsburg • Contra Costa County
Tri Delta Transit • 511 Contra Costa • Contra Costa Transportation Authority (CCTA) • Caltrans District 4 • BART
TRANSPLAN • State Route 4 Bypass Authority • East Contra Costa Regional Fee & Financing Authority (ECCRFFA)

Meeting Location:

Antioch City Hall, 3rd Floor Conference Room
Tuesday, April 16, 2013, 1:30 to 3:30 p.m.

AGENDA

*NOTE: The Technical Advisory Committee (TAC) agenda/packet is only distributed digitally, **no paper copies will be sent.** If you need a printed copy please contact TRANSPLAN staff.*

Action/Discussion Items (see attachments where noted [♦])

1:30 Item 1: Safe Routes to School (SR2S): *Approximately \$3.3 million in federal funding is available through the Metropolitan Transportation Commission (MTC) for SR2S programs. Funds are allocated to the Regional Transportation Planning Committees (RTPCs) based upon K-12 student enrollment. The East County Region's allocation is approximately \$974,700. The TRANSPLAN TAC will assemble a list of high priority SR2S programs that will be forwarded to the TRANSPLAN Committee for adoption at the Thursday, May 9, 2013 meeting. The Transportation Authority (CCTA) will submit the list of proposed projects to MTC by July 31, 2013. ♦ Page 2*

2:30 Item 2: 2013 Update for the East County Action Plan for Routes of Regional Significance: *CCTA staff, the Action Plan Consultant team and the TAC will discuss several topics for the Action Plan Development process. A copy of the 2009 East County Action Plan can be found [here](#). The summary of the March TAC discussion and project work scope is also attached. ♦ Page 18*

Correspondence:

- *Growth Management Program (GMP) Compliance Checklist Submittal Status and Annual Urban Limit Line Policy Advisory Letter. ♦ Page 34*
- *"19th Annual Bike to Work Day" poster. <http://www.youcanbikethere.com/> ♦ Page 36*

3:30 Item 3: Adjourn to Tuesday, May 21, 2013 at 1:30 p.m.

The Technical Advisory Committee meets on the third Tuesday afternoon of each month, starting at 1:30 p.m. in the third floor conference room of the Antioch City Hall building. The Technical Advisory Committee serves the TRANSPLAN Committee, the East Contra Costa Regional Fee & Financing Authority, and the State Route 4 Bypass Authority.

Persons needing a disability-related accommodation should contact Jamar Stamps, TRANSPLAN staff person, at least 48 hours prior to the starting time of the meeting. Mr. Stamps can be reached at (925) 674-7832 or at jamar.stamps@dcd.cccounty.us.

g:\transportation\committees\transplan\tplan_year\2012-13\meetings\tac\04_april 2013\tac agenda apr2013.doc

ITEM 1
SAFE ROUTES TO SCHOOL (SR2S)



CALL FOR PROJECTS

Date: Friday, March 8, 2013

To: RTPC Managers and Safe Routes to School (SR2S) Program Managers

From: Martin R. Engelmann, Deputy Executive Director, Planning

RE: Safe Routes to School (SR2S) Program

The Authority is pleased to announce the availability of approximately \$3.3 million in federal funding through MTC for SR2S programs. As the designated Congestion Management Agency (CMA) for Contra Costa, the Authority has accepted delegation of the program selection process. Working with a committee comprised of transportation managers and SR2S program managers from around Contra Costa, the Authority has developed a policy framework for allocating the funds to the Regional Transportation Planning Committees (RTPCs) based upon K-12 student enrollment. During April and May, the SR2S Program Managers are being asked to assemble a list of high priority SR2S programs that they will forward to the RTPCs for adoption. The Authority is responsible for submitting a list of proposed projects to MTC by July 31, 2013.

Background

With the adoption of Resolution No. 4035 last May, MTC continued the Regional Safe Routes to School Program (SR2S) at Cycle 1 annual funding levels of \$5 million a year over four years (FY 2012-13 through 2015-16). In Cycle 2, \$20 million is available for SR2S programs. MTC has determined that the same policies and approach used in Cycle 1 will stay in place for Cycle 2 funding.

Fund Distribution to Contra Costa

The CMAQ funding distribution to Contra Costa is \$3.289 million. The formula methodology is the same as in Cycle 1, based on county pro-rata shares of total public and private school enrollment for grades K-12. At its discretion, a CMA may choose to augment this amount using its own county OneBayArea Grant (OBAG) funds. The county OBAG funding, apart from the regional program, needs to comply with other performance and accountability policies (i.e. investment minimums, complete streets and general plan housing element policies). Consistent with the approach taken in Cycle 1, the Cycle 2 Safe Routes to School funds is being allocated to the four subareas by formula. The formula allocates 50 percent of the funds are based on the subarea’s share of 2010 population and 50 percent based on the subarea’s share of k-12 enrollment in public schools.

The following table shows the results of the SR2S formula.

<i>Subregion</i>	<i>Population</i>			<i>Enrollment</i>			<i>Allocation</i>
	<i>2010</i>	<i>Share</i>	<i>Allocation (50%)</i>	<i>2010</i>	<i>Share</i>	<i>Allocation (50%)</i>	
West	263,450	24%	\$401,100	31,538	19%	\$308,700	\$709,800
Central	313,829	29%	\$477,900	43,123	26%	\$422,000	\$899,900
East	305,923	28%	\$465,800	51,998	31%	\$508,900	\$974,700
Southwest	196,807	18%	\$299,700	41,372	25%	\$404,900	\$704,600
TOTAL	1,080,009	100%	\$1,644,500	168,031	100%	\$1,644,500	\$3,289,000

Role of the SR2S Oversight Committee and Task Force

In 2011, the Authority directed the allocation of \$2.47 million in federal CMAQ funds for SR2S in Cycle 1. This effort was undertaken with the help of a SR2S Task Force comprised primarily of program managers involved with existing SR2S programs.

In response to a number of issues that arose during Cycle 1, the Authority, in July 2012, directed staff to expand the SR2S Task Force to include the RTPC managers. Subsequently, the committee was reconstituted into a two-tiered structure as follows: 1) an Oversight Committee comprised of the RTPC managers and key local staff provides input on higher-level policy decisions; and 2) the Task Force, comprised primarily of SR2S program managers and staff from local jurisdictions, provides input and guidance on “frontline” program activities.

The newly constituted committee is currently working on a broader range of activities, including the development of a countywide needs assessment for SR2S projects and programs. The committees met jointly on January 24 and February 28, 2013 to discuss and review the proposed Cycle 2 process. The attached call for projects incorporates the committee’s recommendations, as approved for distribution by the Authority’s Planning Committee on March 6, 2013.

Process for Allocating Funds

The detailed process and schedule are shown in the attached guidelines. It essentially involves dividing the funds among the subareas, and working with the RTPCs to decide on project and program priorities. To initiate this process, we are releasing this request to the program managers and RTPCs. Project recommendations from the RTPCs are due to the Authority on **June 4, 2013**.

This Page Intentionally Blank



Safe Routes to School Program Guidelines

With the adoption of Resolution No. 4035 last May, MTC continued the Regional Safe Routes to School Program (SR2S) at Cycle 1 annual funding levels of \$5 million a year over four years (FY 2012-13 through 2015-16). In Cycle 2, \$20 million is available for SR2S programs. MTC has determined that the same policies and approach used in Cycle 1 will stay in place for Cycle 2 funding.

The following document outlines the guidelines for the Cycle 2 SR2S program.

Fund Distribution to Contra Costa

The CMAQ funding distribution to Contra Costa is \$3.289 million. The formula methodology is the same as in Cycle 1, based on county pro-rata shares of total public and private school enrollment for grades K-12 (see Attachment A). Sponsors may apply for additional SR2S projects through the separate OneBayArea Grant (OBAG) program. Sponsors of projects applying for OBAG funding will also need to comply with performance and accountability policies (i.e. PDA investment minimums, complete streets and general plan housing element policies) that do not apply to the funds to be allocated through this separate SR2S program.

Allocation of Cycle 2 Safe Routes to School Funds to the RTPCs

Consistent with the approach the Authority took in Cycle 1, the Cycle 2 Safe Routes to School funds will be allocated to the four subareas by formula. The formula allocates 50 percent of the funds based on the subarea's share of 2010 population and 50 percent based on the subarea's share of k-12 enrollment in public schools.

The following table shows the results of the SR2S formula.

Subregion	Population			Enrollment			Allocation
	2010	Share	Allocation (50%)	2010	Share	Allocation (50%)	
West	263,450	24%	\$401,100	31,538	19%	\$308,700	\$709,800
Central	313,829	29%	\$477,900	43,123	26%	\$422,000	\$899,900
East	305,923	28%	\$465,800	51,998	31%	\$508,900	\$974,700
Southwest	196,807	18%	\$299,700	41,372	25%	\$404,900	\$704,600
TOTAL	1,080,009	100%	\$1,644,500	168,031	100%	\$1,644,500	\$3,289,000

Eligibility

CMAQ funds may fund a broad range of activities and projects permitted under the state and federal¹ safe routes to school programs (see Attachment B for eligible project types). MTC is urging CMAs to take advantage of the significant level of flexibility afforded by the regional program by supporting further expansion of the safe routes to school non-infrastructure programs. The SR2S program has no limitations on grade levels and fewer limitations on non-infrastructure uses of funds, as compared to the state and federal programs.

The federal CMAQ program, however, imposes some limitations on what activities can be funded, given that the main purpose of CMAQ is to address reduction of federally recognized pollutants. As the first MPO in the country to fund a SR2S program using CMAQ funds, MTC worked through a number of CMAQ eligibility questions during Cycle 1. In response, FHWA has clarified that a number of SR2S activities are not eligible under the CMAQ program. A recap of those issues and determinations follows:

1 The recently enacted MAP-21 does not provide funding specifically for federal Safe Routes to School (SRTS) program but allows this project category to be funded as one component under the new Transportation Alternatives Program. SRTS activities will be eligible to compete for funding alongside other programs, including the Transportation Enhancements and Recreational Trail. Caltrans is in the process of determining how to handle address this new legislation and how to fund the Caltrans directed Safe Routes to School programs.

- **Planning activities** are ineligible, which include walking audits. In contrast project development activities that support a tangible improvement or program are eligible. If a sponsor needs funding to conduct walk audits, the Authority can offer a limited amount of support through consultant resources.

- **Certain Safety Improvements** such as crossing guards and mobile radar trailers are ineligible for CMAQ funding as they specifically address safety but do not directly lead to changes in travel behavior, resulting in air quality improvement. Also safety improvements such as signage, warning lights, etc. that are oriented to motorists are not eligible. In contrast, safety improvements specifically oriented to bicyclists and pedestrians, such as street crossings, and actuated signals are eligible.

- **Material Incentives** have limitations regarding the use of federal funds to pay for items such as raffles, prizes, gift cards, etc. Gifts / free incentives cannot be paid for with federal funds according to federal statutes. The exceptions to the rule are low-cost gifts such as pencils, stickers, paper pads, magnets, helmets, etc. that have little or no monetary value with respect to resale and provide a message / education component. There is no written guidance in this area, however. Contact Craig Goldblatt at MTC (CGoldblatt@mtc.ca.gov or (510) 817-5837) if you have any questions. Material incentives may be funded through other non-federal fund sources, for example the air district's Transportation for Clean Air (TFCA) program, Measure J or local funds. These fund sources, however, have their own limitations. (The TFCA program, for example, will require demonstration of air quality benefits before being used for this purpose.) Also the local overmatch portion of your project budget (if greater than 11.47% of the total project cost) can be designated as non-federal participating to allow the purchase of incentives. Lastly, the MTC Spare the Air Youth Program offers a limited amount of funding for incentives to Bay Area Safe Routes to School programs. Grants are based on funding availability, and the number of items each program receives is determined according to school enrollment. The incentive items are selected in advance based on input by program sponsors and distributed annually prior to the start of each school year. The application process for next school year's incentives will begin in spring 2013. Interested parties should contact MTC staff member Leslie Lara at llara@mtc.ca.gov for additional information.

Submittal of Workscope to CCTA

The next milestone for the SR2S Program is the submittal of a workscope from the RTPCs **no later than June 4, 2013** outlining their respective SR2S programs. The Authority will need to submit these to MTC **by July 31, 2013**.

The following information will be needed for each project:

- **Project Title and Agency Sponsor:** Identify the project title and the project sponsor(s) and agency receiving the federal authorization, project manager(s), and contact information. Note that the agency receiving the federal grant authorization will need to have a master agreement with Caltrans. As a result, school districts, nonprofit organizations, etc. will need to look to a city, county, or CMA to sponsor the project and to access SR2S funding. Caltrans has noted that there have been a number of challenges administering and delivering federal and State SR2S projects, with respect to subgrantees. If applicable, Caltrans will be requiring and reviewing agreements between CMAs and subgrantees, clearly outlining implementation responsibilities as a condition of authorizing your fund requests.
- Provide a **detailed project description** along with specific goals and objectives. Include how many schools, which grades, and how many students are to benefit from this program.
- **Scope of Work and Schedule:** Detail the actions/tasks, work products, estimated completion dates and key partners.
- **Approach to Project Evaluation:** Each project budget should include a small budget to fund program evaluation.
- **Project Budget and Funding:** Describe the major resources needed for this project (e.g., staff, consultant, equipment, materials, design, construction, etc.) Provide a detailed budget that shows total project and cost breakdown for each major task/action, including a cost estimate for the project evaluation. Provide a funding table that identifies the amount of SR2S grant and supplementary OBAG funds requested, amount of local match, and funding source for local match.

March 8, 2013

- **Project Milestones under the Federal-Aid Process:** Discuss the milestones, including grant obligations, contract advertisements, and implementation date(s). The deadline for obligating federal funds is March 31, 2015.

Alternatively, the RTPCs can find an already federalized SR2S-eligible project and can augment the existing funding or replace some or all local funds with CMAQ funds. Attachment C indicates the projects funded through Cycle 1, including some projects that were used to make the exchange. The Montalvin Manor, Lisa Lane, and Richmond Safe Routes to School projects each involved some form of augmentation and/or exchange of CMAQ funds.

Proposed Process for Allocating Funds

Following is the schedule for this Cycle 2 SR2S Call for Projects:

March 8 Authority staff releases unified “Call for Projects”

March – April In consultation with SR2S program managers, RTPC TACs develop an eligible list of projects and programs.

May RTPCs select a prioritized list of projects

June 1 Deadline for RTPC submittal of prioritized project list to CCTA

June 4 SR2S Oversight Committee reviews proposed projects and forwards them to Authority for Adoption

July 17 Authority adopts proposed project list

July 31, 2013 Deadline for Authority submittal of proposed project list to MTC

March 31, 2015 Deadline for obligating federal funds

Attachment A

Cycle 2 Safe Routes to School County Distribution FY 2012-13 through FY 2015-16

SAFE ROUTES TO SCHOOL COUNTY DISTRIBUTION

County	Public School Enrollment (K-12) *	Private School Enrollment (K-12) *	Total School Enrollment (K-12) *	Percentage	Total Funding
					\$20,000,000
Alameda	214,626	24,537	239,163	21%	\$4,293,000
Contra Costa	166,956	16,274	183,230	16%	\$3,289,000
Marin	29,615	5,645	35,260	3%	\$633,000
Napa	20,370	3,036	23,406	2%	\$420,000
San Francisco	56,454	23,723	80,177	7%	\$1,439,000
San Mateo	89,971	16,189	106,160	10%	\$1,905,000
Santa Clara	261,945	38,119	300,064	27%	\$5,386,000
Solano	67,117	2,855	69,972	6%	\$1,256,000
Sonoma	71,049	5,787	76,836	7%	\$1,379,000
Total:	978,103	136,165	1,114,268	100%	\$20,000,000

Attachment B

Safe Routes to Schools Project Eligibility

MTC Regional/CMA SR2S Program (CMAQ)

NON-INFRASTRUCTURE IMPROVEMENTS

Public Education and Outreach Activities

- Public education and outreach can help communities reduce emissions and congestion by inducing drivers to change their transportation choices.
- Activities that promote new or existing transportation services, developing messages and advertising materials (including market research, focus groups, and creative), placing messages and materials, evaluating message and material dissemination and public awareness, technical assistance, programs that promote the Tax Code provision related to commute benefits, and any other activities that help forward less-polluting transportation options.
- Air quality public education messages: Long-term public education and outreach can be effective in raising awareness that can lead to changes in travel behavior and ongoing emissions reductions; therefore, these activities may be funded indefinitely.

Non-construction outreach related to safe bicycle use

- Travel Demand Management Activities including traveler information services, shuttle services, carpools, vanpools, parking pricing, etc.

INFRASTRUCTURE IMPROVEMENTS

- Bicycle/Pedestrian Use: Constructing bicycle and pedestrian facilities (paths, bike racks, support facilities, etc.) that are not exclusively recreational and reduce vehicle trips

² Language from CMAQ Guidance, 2008. Note that CMAQ can fund all specific improvements that are eligible in the State and Federal SR2S Programs with the following exceptions: walking audits and other planning activities, crossing guards and vehicle speed feedback devices, traffic control that is primarily oriented to vehicular traffic rather than bicyclists and pedestrians, and material incentives without an educational message or exceeding a nominal cost.

Safe Routes to School Program Guidelines

March 8, 2013

- Programs for secure bicycle storage facilities and other facilities, including bicycle lanes, for the convenience and protection of bicyclists, in both public and private areas
- New construction and major reconstructions of paths, tracks, or areas solely for the use by pedestrian or other non-motorized means of transportation when economically feasible and in the public interest
- Traffic calming measures

ATTACHMENT C

STP/CMAQ Cycle 1 Block Grant and Safe Routes to School Funding

CONTRA COSTA COUNTY

<i>Responsible Agency</i>	<i>Contact Information</i>	<i>Project Name</i>	<i>Project Location</i>	<i>Description of Work</i>	<i>SR2S Funding</i>
					\$2,467,000
Contra Costa County	Steve Kowalewski 925-313-2002 skowa@pw.cccounty.us	Montalvin Manor Pedestrian and Transit Access Improvements	Unincorporated Contra Costa County: Kay road from San Pablo Avenue to Rachel Road and San Pablo Avenue from Kay Road to Shamrock Drive	Unincorporated Contra Costa County: Construct sidewalks along Kay Road and San Pablo Avenue connecting Montalvin Elementary to the adjoining community, and add two bus shelters and a bike lane along San Pablo Avenue.	\$265,000
Pleasant Hill	Shawn Knapp, P.E. (925) 671-5251 sknapp@ci.pleasant-hill.ca.us	Lisa Lane Sidewalk Project	Pleasant Hill: Lisa Lane, between Marcia Drive and the front of Fair Oaks Elementary School	Pleasant Hill: construct a new concrete sidewalk along the north side of Lisa Lane, between Marcia Drive and the front of Fair Oaks Elementary School and construct minor road shoulder widening, pavement repair, and surface drainage/storm drain improvements to accommodate a new Class II bike lane along both sides of Lisa Lane.	\$250,000
Pleasant Hill	Lynn Overcashier 925-969-1566 lynn@511contracosta.org	Central-East County Safe Routes to School Program	Central and East Contra Costa County	Central and East Contra Costa County: Bicycle/pedestrian road safety programs at Central and East County middle schools, bicycle/pedestrian Challenge Days at Central and East County middle schools, bicycle/pedestrian safety assemblies at Central and East County elementary schools, road safety programs at Central and East County high schools, and bike/skateboard/scooter parking.	\$725,000

ATTACHMENT C

STP/CMAQ Cycle 1 Block Grant and Safe Routes to School Funding

CONTRA COSTA COUNTY

<i>Responsible Agency</i>	<i>Contact Information</i>	<i>Project Name</i>	<i>Project Location</i>	<i>Description of Work</i>	<i>SR2S Funding</i>
Richmond	Edric Kwan (510) 621-1825 edric_kwan@ci.richmond.ca.us	Richmond Safe Routes to School Cycle 2 Project	Richmond: adjacent to school routes to Coronado, Highland, Nystrom, Washington, and Wilson Elementary Schools	Richmond: installation of in-roadway warning lights at crosswalks, street lights and pavement striping, construction of bulb-outs, medians, ADA curb ramps, and bike route connecting to the Richmond Greenway adjacent to Coronado, Highland, Nystrom, Washington, and Wilson Elementary Schools	\$264,000
Danville	Nat Rojanasathira (925) 314-3382 NRojanasathira@ci.danville.ca.us	San Ramon Valley Street Smarts' Safe Routes to School Program	San Ramon Valley: at 21 elementary, 8 middle and 4 high schools in the San Ramon Valley communities of Alamo, Blackhawk, Camino Tassajara, Danville, Diablo and San Ramon	Deliver education and encouragement programs at 21 elementary, 8 middle and 4 high schools in the San Ramon Valley communities of Alamo, Blackhawk, Camino Tassajara, Danville, Diablo and San Ramon. Programs include: after-school bike rodeos, traffic safety assemblies, Walk/Bike Challenge encouragement program, walking school buses, Storybook Poster Contest for grades K-5, Video Contest for grades 6-8 and "It Happens" program for grades 9-12.	\$365,000

ATTACHMENT C

STP/CMAQ Cycle 1 Block Grant and Safe Routes to School Funding

CONTRA COSTA COUNTY

<i>Responsible Agency</i>	<i>Contact Information</i>	<i>Project Name</i>	<i>Project Location</i>	<i>Description of Work</i>	<i>SR2S Funding</i>
					\$2,467,000
Brentwood	Steve Kersevan (925) 516-5316 skersevan@ci.brentwood.ca.us	Brentwood School Area Safety Improvements	Brentwood: at Heritage High School on American Avenue, on Grant Street east of Marsh Elementary School, and other schools in Brentwood	Brentwood: Construct a new crosswalk and signal on American Avenue to connect an existing Class I bike path with Heritage High School, complete a sidewalk gap along Grant Street east from Marsh Elementary School, and replace crosswalk lighting at an elementary school, middle school and day care facility	\$402,000
Orinda	Janice Carey 925-253-4260 jcarey@cityoforinda.org	Moraga Way Pedestrian Pathway	Orinda: Moraga Way between Ivy Drive south and El Camino Moraga	Orinda: construct pedestrian pathway and improve crosswalks. Construction includes asphalt concrete, concrete curb ramps, truncated domes, minor retaining walls, lighted crosswalk, pavement markings, and signage	\$166,000
					\$2,467,000

ITEM 2
2013 UPDATE FOR THE EAST COUNTY ACTION PLAN FOR ROUTES OF
REGIONAL SIGNIFICANCE

MEMORANDUM

Date: March 20, 2013
To: Jamar Stamps, Contra Costa County
From: Julie Morgan, Fehr & Peers
Subject: **Summary of March 19 TRANSPLAN-TAC discussion of the East County Action Plan Update**

WC13-3009.01

On March 19, the TRANSPLAN-TAC held their regular monthly meeting. On the agenda was a presentation by Fehr & Peers on the update of the East County Action Plan for Routes of Regional Significance. The following summarizes the major points made during the presentation and in the committee's discussion of this item.

Presentation

- Demographic trends projected for East County and the remainder of Contra Costa County to the year 2040 were presented. East County is projected to experience the fastest pace of growth in both population and jobs among the County's subregions. East County is expected to surpass Central County as the subregion with the largest population. East County will also add a substantial number of jobs, although it will still have a fairly low ratio of jobs to employed residents (i.e., many residents of East County will continue to commute elsewhere for work).
- Definitions of the Routes of Regional Significance in East County were described and discussed.
- The regionwide goals from the current Action Plan were reviewed and discussed.



Discussion

- Current MTSOs are typically applied to a corridor in its entirety; there is interest in dividing the longer routes into segments so different MTSOs can be applied to each segment. This will be done as a mapping exercise at the next meeting.
- Questions were raised about whether Standard Oil Avenue should still be considered a Route of Regional Significance. There was also discussion of designating Bailey Road as a RRS, and the potential for coordinating this action with Central County.
- The regionwide goals in the current Action Plan are structured as policy statements rather than as broad statements of what the region wants to achieve. The group is interested in reframing a consolidated set of regional goals. A suggested set of regional goals will be brought to the next meeting for discussion.

Action Items/Next Steps

- TAC members were asked to review the current designation of Routes of Regional Significance and be prepared to participate in the mapping exercise at the next meeting to make decisions about changing the routes and/or dividing the longer routes into segments.



MEMORANDUM

DATE: April 10, 2013
TO: **TRANSPLAN TAC**
FROM: Julie Morgan and Brooke DuBose, Fehr & Peers
SUBJECT: **Work Program for Update of the East County Action Plan**

WC13-3009.02

The purpose of this memorandum is to document the issues to be addressed in the 2014 update of the East County Action Plan and to document the scope of work and data collection methodology for the update.

SPECIFIC EAST COUNTY ISSUES TO BE ADDRESSED IN THIS UPDATE

Review of Routes of Regional Significance

The East County Action Plan has a relatively dense network of Routes of Regional Significance. Some of those routes are entirely contained within a single jurisdiction, and some have been or currently are the subject of additional planning studies. There will be an evaluation of whether any routes should be removed from the list because of changes in the General Plans of any of the local jurisdictions or because of changing needs for regional coordination. There will be an examination of the designated Priority Development Areas in the East County area to see if they are all adequately served by Routes of Regional Significance or if any new routes are needed to serve these proposed growth areas.

Addressing Complete Streets initiatives of the local jurisdictions, CCTA and MTC

There has been significant new policy development in the area of "Complete Streets" since the last plan was developed for East County. This update will include consideration for how the new policies should affect the Action Plan. This may include the identification of the role of each Route of Regional Significance in serving trips by each mode of travel. It will also include consideration of adding more transit, bicycle and pedestrian performance measures as MTSOs, if appropriate.



Setting Regional Goals for Regional Routes and Streamlining the Action Plan

The 2009 East County Action Plan contains a series of goals that apply at varying geographic scales, and the relationship between some of the goal statements and the related actions is not always clear. The Action Plan update will explore a set of overarching regional goals for East County, and will look for ways to streamline the Action Plan document to make it more user-friendly and readily applicable.

Consideration of Programs to Address Aging Population and Workforce

Work in the last Action Plan indicated that a large increase in the senior population is expected over the next twenty years as well as a larger increase in the number of employed seniors. More consideration will be given to the needs of the senior population and actions that address those needs in this Action Plan.

New Regional Projects and Programs

There will be consideration of potential new projects or programs as actions that could be part of a future sales tax expenditure plan. It is likely that Contra Costa County may consider a sales tax extension in 2014 or 2016 and so the Action Plan provides an opportunity to identify new marquee projects that could serve East County while also garnering support for a new sales tax measure.

SCOPE OF WORK

The scope of work for the East County Action Plan must necessarily cover a wide range of possible tasks. These potential tasks are described below. However, some may not be needed for this update and others may require more depth than contemplated at this time. Thus, the tasks listed below show the breadth of work contemplated for the update, but not necessarily the specific work that may be actually be needed for this update for East County.

Task 1: Refine Scope, Data Collection Plan, Meetings and Administration

Description: The Consultant Team will work with Contra Costa Transportation Authority (CCTA) staff and Countywide Transportation Plan (CTP) Update Task Force, as well as the Policy Board and the Technical Advisory Committee of TRANSPLAN to develop a detailed approach and refine the scope for updating the Action Plan. Data sources that will be needed in the Action Plan Update, including key contacts, will be identified.

Subtasks: Specific subtasks will include the following:



- 1.1 **Attend kickoff meeting with Project Manager.** The Consultant Team (Action Plan Managers and Resource Specialists) will attend a kickoff meeting with the CCTA Project Manager to discuss key administrative items and the overall project schedule
- 1.2 **Attend Countywide Transportation Planning (CTP) Update Task Force Meeting.** The Consultant Team Project Manager and Action Plan Managers will meet with the CTP Update Task Force to discuss the project schedule, a model scope of work, methods for achieving compatibility between plans and other overarching issues of the Action Plans.
- 1.3 **Draft scope of work and methodology memorandum for the East County Action Plan.** Based on the input from the previous two subtasks, the Consultant Team will develop a proposed final scope of work and a memorandum describing the Team's approach and methodology for updating the Action Plan. These products will be submitted to TRANSPLAN for review and discussion. This step includes making any necessary changes that will improve the work product and meet the project objectives.
- 1.4 **Meet with local representatives.** The Consultant Team's Action Plan Manager will meet with the TRANSPLAN TAC to discuss the draft scope of work and methodology memorandum and any special issues that might need to be addressed by the Action Plan.
- 1.5 **Assemble list of data sources and key contacts.** The Consultant Team will work with TRANSPLAN staff and the TAC to identify data sources and contacts relevant for completing the Action Plan Update.
- 1.6 **Prepare final scope for the East County Action Plan.** Based on input from the previous subtasks, the Consultant Team will develop a final scope of work for the East County Action Plan and submit it to the CCTA Project Manager for review and approval.
- 1.7 **Meetings and Administration.** Attend regular monthly "Project Development Team" (PDT) meetings with Authority staff, the CTP Task Force, and other Consultants. Prepare written agendas and action minutes, maintain scope, schedule, and budget, administer contract, including invoicing and billing.

Work Products:

- Kick-off Meeting and CTP Update Task Force Presentation
- Model Scope of Work



- Draft scope of work and schedule for the East County Action Plan
- List of data sources and key contacts
- Final scope of work and schedule for the East County Action Plan
- Agenda and action minutes for PDT meetings.

Task 2: Collect Data

Description: The Consultant Team will work with the Authority and TAC members to assemble data and information which will be used to evaluate the status of the Action Plan and define the existing and future issues that it must address. The work in each sub-region will be supported by the Resource Specialists to ensure that there is adequate information on new initiatives such as Complete Streets, Safe Routes to School Programs, Priority Development Area Growth and Investment Strategies, and the Sustainable Communities Strategy. The information to be collected in this task will include:

Planned and forecasted land use:

- Proposed residential, commercial, and industrial development
- Transit-oriented development proposals
- Infill development proposals
- Land use intensity, density

Demographic forecasts:

- Population growth
- Employment growth
- Trends of school-age, adult, and retiree populations

The location and status of Priority Development Areas and the Growth and Investment Strategy of each.

The existing and planned transportation system within the sub-region:



- Transit network and operations
- Roadways
- Other modes

Existing demands on the system including traffic volumes on Regional Routes and ridership on key components of the transit system

Future travel demand forecasts based upon the Countywide Model and other sources

The vision, goals and policies of the existing Action Plan and other relevant planning documents (local General Plans, Countywide Transportation Plan)

Status of existing Multimodal Transportation Service Objectives (MTSOs) and actions in the Action Plan

Applicable policies (e.g., those set by the State and MTC) that could affect the implementation of actions or projects in the Action Plan

Project lists and cost estimates prepared by the cities, the county or the TAC

Subtasks:

- 2.1 **Collect data.** Based on subtask 1.3, the Consultant Team, with the assistance of the Authority and TRANSPLAN, will collect all relevant data.
- 2.2 **Summarize data.** The Consultant Team will summarize data and information into a single reference document. The Consultant Team will highlight the portions of these documents that will be most useful in updating the current Action Plan.

Work Products:

Documentation of relevant data and information, including sources

Task 3: Assess Status of Action Plan, and Identify Issues and Potential Changes

Description: In this task, the Consultant Team will assess the status of the current Action Plan using the information collected in Task 2 and identify potential revisions and issues to be addressed as part of the update.



Subtasks: Specific subtasks will include the following:

- 3.1 **Assess vision, goals, and policies of the existing Action Plan.** The overarching vision, goals, and policies that drive the current Action Plan will be reviewed by the Consultant Team, in the context of local General Plans and the Countywide Transportation Plan, to determine if they remain relevant today. Goals and visions that have already been achieved will be candidates for updating while those that have yet to be achieved will be reviewed for feasibility and applicability.
- 3.2 **Revisit Routes of Regional Significance.** The Consultant Team will revisit the list of Routes of Regional Significance to determine whether or not they still meet the designation criteria. Other routes will be reviewed for inclusion.
- 3.3 **Meet with TRANSPLAN TAC.** The Consultant Team will meet with the TAC to discuss results of the two previous subtasks and to solicit recommendations for changes in the vision, goals, policies and Routes of Regional significance.
- 3.4 **Review status of regional and route Actions.** Existing actions within the Action Plan will be reviewed by the Consultant Team to determine how they relate to the vision, goals, and policies of the existing Action Plan. Actions that have been completed, or are found to be no longer useful, will be identified as candidates for refinement and discussed with the TAC.
- 3.5 **Evaluate status of existing MTSOs.** Existing MTSOs will be reviewed by the Consultant Team to determine their current status and potential for their achievement in the future. The relationship between existing MTSOs, actions, and the vision, goals, and policies of the Action Plan will be reviewed for potential refinement.
- 3.6 **Review implementation of Actions.** The Consultant Team will assess requirements for consultation on environmental documents, procedures for review of the impacts of amendments to local General Plans and the schedule for periodic update.

Work Products:

- Summary of status of existing Action Plan
- Summary of issues and potential refinements to the existing Action Plan

Task 4: Identify New or Refined MTSOs and Actions

Description: Based on the review of the evaluation prepared by the Consultant Team in Task 3, the Consultant Team will recommend potential new and/or modified MTSOs and actions to implement them



or revisions to the existing Action Plan. Special attention will be given to MTSOs and actions that will help to support the development of PDAs, the implementation of the regional Sustainable Communities Strategy and the implementation of new Complete Streets and Safe Routes to School policies and programs adopted by the local jurisdictions in recent years. The Consultant Team will review with TRANSPLAN the background on each of these programs and initiatives in the sub-region and potential implication for the sub-regions Routes of Regional Significance. The Consultant team will describe the new *2010 Highway Capacity Manual* procedures for Multimodal Level of Service and other level of service methods for transit and non-motorized modes that might be useful supplements to TRANSPLAN's existing MTSOs. The TAC will then review these and suggest modifications as appropriate. This task may result in new or refined MTSOs, a new set of actions and local responsibilities for implementing them.

Subtasks:

4.1 **Support the TAC in identifying new or refined MTSOs and actions.** Based on the review conducted in Task 3, the Consultant Team will work with the TAC to identify new or refined MTSOs and Actions to implement them. Responsible parties will be initially identified for implementing specific actions.

4.2 **Work Products:**

- Summary of new and refined MTSOs
- Summary of new and refined Actions, including list of responsible parties for implementation
- Materials for TAC Meeting

Task 5: Assess Proposed Changes

Description: The Consultant Team will evaluate the proposed changes to the MTSOs and actions to implement them to determine their relative effectiveness and feasibility. The analysis would be multidisciplinary and be both qualitative and quantitative in nature. Modeling will be conducted by the Authority's travel forecasting Consultant as part of the analysis in this task if specific quantitative testing of MTSOs and actions is warranted. The Authority's Consultant for MTSO/CMP monitoring will conduct additional monitoring to establish baseline conditions against which to measure the new MTSOs. The Consultant Team Project Manager will review with the other Action Plan Managers the progress on and conclusions emerging from each of the individual Action Plan Update in an effort to identify any possible areas of conflict or opportunities for synergy between Action Plans. The Team's Resource Specialists will be used to identify ways to develop compatible programs that emphasize the region's increasing strong multimodal and sustainable orientation.

Subtasks:



- 5.1 **Assess proposed changes to MTSOs and Actions.** Using the MTSOs refined by the TACs, the Consultant Team will qualitatively evaluate and report on the proposed changes to the MTSOs and actions for the East County Action Plan. The reports will be multidisciplinary and cover the feasibility of the proposed changes, likely outcomes, and the projects or policy changes at the local and regional level required to achieve the new Action Plans.
- 5.2 **Update Policy Boards on status of study.** The Consultant Team will prepare a presentation to update the Policy Boards on the study issues and potential refinements that would be considered in each update.

Work Products:

- Analysis reports on new and refined MTSOs and Actions
- Presentation for the TRANSPLAN Policy Board

Task 6: Prepare Draft Action Plan Update

Description: The Consultant Team will present an assessment of the proposed changes initially identified in Task 4 and assessed in Task 5. The Consultant Team will then prepare the initial draft of the updated Action Plan. The draft will include a new introduction and refinements and additions to the previous Action Plan. The initial draft will be reviewed by the TRANSPLAN TAC. The work in this task will also be supported by public outreach designed to inform the public about the Action Plan and the update process and to provide an opportunity for public input on desired transportation improvements and programs. This outreach is likely to generate ideas for improvements on facilities other than just the Routes of Regional Significance, but that can be an added value to the local jurisdictions in TRANSPLAN.

Subtasks:

- 6.1 **Prepare Draft Updated Action Plan.** The Consultant Team will draft changes, and discuss these with the TRANSPLAN TAC.
- 6.2 **Prepare list of support projects.** The Consultant Team will initially develop an updated list of projects that support the MTSOs, actions, and vision, goals, and policies of the Draft Action Plan.
- 6.3 **Meet with TRANSPLAN TAC.** The Consultant Team will meet with the TRANSPLAN TAC to discuss comments on the drafts.



- 6.4 **Public Workshop.** Work with CCTA's Outreach Consultant to provide a public workshop to solicit comment on the Draft Action Plan.
- 6.5 **Prepare revisions to initial draft of updated Action Plan.** Based on feedback from the TRANSPLAN TAC, the Consultant Team will make modifications to the proposed updated Action Plan.

Work Products:

- Initial Draft Action Plan Update
- Workshop display materials and/or presentation
- Revised Administrative Draft Action Plan Update

Task 7: Prepare and Circulate Proposed Action Plan Update for Review

Description: In this task, The Consultant Team will distribute the Draft Action Plan Update to all RTPCs and to the Authority. Following receipt of comments from other regions, the Consultant Team will work with TRANSPLAN to respond to substantive comments received and modify, as necessary, to produce the Proposed East County Action Plan Update and forward it to the Authority for its review.

Subtasks:

- 7.1 **Prepare Revised Draft of Proposed Action Plan.** The Consultant Team will work with the TRANSPLAN TAC to respond to remaining comments received on the Draft and produce the Proposed East County Action Plan Update.
- 7.2 **Circulate Proposed East County Action Plan to Authority.** The Consultant Team will work with the TRANSPLAN TAC to respond to comments received by the other regions and prepare the Proposed East County Action Plan for Authority review. The Consultant Team will coordinate with the other RTPCs as appropriate to ensure that the plans have consistency.
- 7.3 **Present Proposed East County Action Plan to the TRANSPLAN Policy Board.** The Consultant Team will present the Proposed East County Action Plan to the Policy Board for further review and comment.



Work Products:

- Proposed Action Plan Update
- Presentation to TRANSPLAN TAC
- Presentation to Policy Board

Task 8: Prepare Final Action Plan Update

Description: Following the circulation of the Proposed Action Plan Update, and the development of the Countywide Transportation Plan, the Consultant Team will work with the RTPCs to respond to remaining comments and, prepare the Final Proposed Action Plan Update, clearing remaining changes with the TAC and/or the Policy Board. The Consultant Team will develop an accompanying presentation for use in explaining the Action Plan Update to the CTP Update Task Force and others.

Subtasks:

- 8.1 **Prepare Final Action Plan Update.** The Consultant Team will work with the TAC and the Policy Board of TRANSPLAN as well as Authority staff to respond to remaining comments and prepare the Final Action Plan Update.
- 8.2 **Present Final Action Plan Update.** The Consultant Team will prepare presentation materials, and present the Final Action Plan Update to the TRANSPLAN TAC and Policy Board, and to the CTP Update Task Force.

Work Products:

- Final Action Plan Update
- Presentation to TRANSPLAN TAC
- Presentation to TRANSPLAN Policy Board
- Presentation to CTP Update Task Force

APPROACH TO ACTION PLAN DATA COLLECTION

The following methodology and sources will be used to acquire the data necessary to support the East County Action Plan:



Planned and Forecasted Land Use

The Consultant Team will use the land use forecasts of the current CCTA Countywide Model. The model uses the most recent land use forecast by ABAG that has been reviewed and approved by local jurisdictions for use in the CCTA Countywide Model. More detail on the specific planned or proposed development projects will be acquired for local jurisdictions on an as-needed basis.

Demographic Forecasts

The Consultant Team will use the demographic forecasts of the current CCTA Countywide Model. This includes forecasts of population, employment, and trends of school-age, adult, and retiree populations.

Location and Status of Priority Development Areas and the Growth and Investment Strategy of Each

The Consultant Team will use a combination of information about Priority Development Areas from MTC, ABAG, CCTA, ACTC and local jurisdictions. Dyett & Bhatia is working with MTC on the next Regional Transportation Plan and Sustainable Communities Strategy and has access to most of the information assembled for the Priority Development Areas. Additional information will be collected from local jurisdictions on an as-needed basis.

Existing and Planned Transportation System within the Sub-region

The Consultant Team will use the description of the existing and planned transportation system of the current CCTA Countywide Model as it is configured for 2013 and 2040. These models are based on a 2010 observed transportation network and a future transportation system changes reflected in MTC's 2035 Regional Transportation Plan and the most recent Countywide Transportation Plans of Alameda and Contra Costa Counties. The baseline models for these years include only projects included in the financially constrained plans and reflect the expected completion dates of future projects. The baseline models for 2013 and 2040 do not include elements of the 2009 East County Action Plan that are not within the financially constrained plans of the counties or the region.

Additional information about the operations of facilities or services not contained in the CCTA Countywide Model will be acquired from the appropriate operating agency on an as needed basis.

Existing Demands on the Transportation System

The Consultant Team will rely on the data provided by CCTA's Data Collection Consultant to provide information on existing demands on the transportation system including traffic volumes on Routes of Regional Significance and ridership on key components of the transit system. The data will also include baseline (2013) values for all the



MTSOs. Some additional data on pedestrian and bicycle counts will also be included where intersection traffic counts are taken by CCTA's Data Collection Consultant for estimation of the MTSOs.

Future Travel Demand Forecasts

The Consultant Team will use travel forecast produced by CCTA's Travel Forecasting Consultant for all Action Plan forecasts. All forecasts will be based on the CCTA Countywide Transportation Model. All applications of the model will include Gateway Capacity Constraints as defined in the East County Action Plan. The process for application of the Gateway Constraints is described in CCTA's *Technical Procedures* (2012).

Vision, Goals and Policies of the Existing Action Plan and Other Relevant Planning Documents

The Consultant Team will rely on copies of the 2009 Action Plans of all RTPCs, the most recent Countywide Transportation Plans for Alameda (2012) and Contra Costa (2009) Counties and the General Plans for all of the East County local jurisdictions for statements of vision, goals and policies.

Status of Existing Multimodal Transportation Service Objectives (MTSOs) and Actions in the Action Plan

The 2013 values for MTSOs will be prepared by CCTA's Data Collection Consultant. Forecasts of the 2040 values for MTSOs will be developed by CCTA's Travel Forecasting Consultant. The status of Actions in the 2009 Action Plans will be determined by CCTA and ACTC staff to the extent possible and by the representative on the TRANSPLAN TAC.

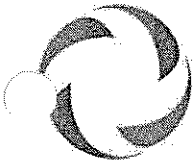
Applicable Policies (e.g., those set by the State and MTC) that could affect the implementation of Actions or Projects in the Action Plan

Applicable State and MTC policies that could affect the implementation of the Action Plans will be identified by the Consultant Team based on its regional work with MTC (Dyett & Bhatia) and by the staff of CCTA and ACTC. The TRANSPLAN TAC members are also likely to provide insights based on their recent experiences pursuing project programming and implementation.

Project and Program Lists and Cost Estimates

Information about projects and programs proposed as Actions in the East County Action Plan will be provided by the staff of MTC, CCTA or ACTC or by the staff of the local jurisdictions on the East County TAC. Where appropriate, input will also be sought from Caltrans and the transit operators with services in East County.

**ITEM 3
CORRESPONDENCE**



CONTRA COSTA
transportation
authority

COMMISSIONERS

Janet Abelson, Chair

Kevin Romick,
Vice Chair

Newell Americh

Tom Bult

David Durant

Federal Glover

Dave Hudson

Mike Metcalf

Karen Mitchoff

Julie Pierce

Robert Taylor

March 29, 2013

To: Contra Costa City/Town Managers
cc: Contra Costa City/Town Transportation Planners

From: Martin R. Engelmann *MRE*
Deputy Executive Director, Planning

RE: Growth Management Program (GMP) Compliance Checklist Submittal
Status and Annual Urban Limit Line Policy Advisory Letter

Attached is a status report on submittals of the Calendar Year (CY) 2010 & 2011 GMP Checklist. To date, we have received eight checklists, and 12 remaining jurisdictions need to submit a Checklist. Submittal of a Checklist, and subsequent review and approval by the Authority, is necessary to receive 18 percent Local Street Maintenance and Improvement (LSM) funds and certain other funds as specified in the Measure J Expenditure Plan.

If you have not submitted your Checklist, please do so by June 30, 2013. If you are unable to submit by that date, then to remain eligible to receive the funds in the future, a Statement of Progress must be submitted to the Authority. The Statement of Progress consists of a letter approved by your Council that includes: a) progress made on compliance with the GMP; and b) a proposed schedule for submittal of a completed Checklist. The Authority will respond in writing to the Statement of Progress submittal, indicating whether a deadline extension has been granted.

The CYs 2010 & 2011 Checklist was transmitted to all Contra Costa jurisdictions in January 2012. A copy may be downloaded from the Authority's website at www.ccta.net.

Please note that Checklist Question 11, which pertains to the Urban Limit Line (ULL), refers to an Annual ULL Policy Advisory Letter that was transmitted in January 2012 to the addressees shown in the attached distribution list. We are transmitting the letter again as attached.

If you or your staff have questions about completing the Checklist, please call or e-mail (925) 256-4729/mre@ccta.net.

Attachments: CYs 2010 & 2011 GMP Checklist Submittal Status Report
Annual ULL Policy Advisory Letter

2999 Oak Road
Suite 100
Walnut Creek
CA 94597
PHONE: 925.256.4700
FAX: 925.256.4701
www.ccta.net

Randell H. Iwasaki,
Executive Director

**ESTIMATED PAYMENT SCHEDULE
FOR "OFF-YEAR" FY 2012-13 LOCAL STREET MAINTENANCE AND IMPROVEMENT (LSM) FUNDS
FOR THE CY 2010 - 2011 GMP
CHECKLIST REPORTING PERIOD***

JURISDICTION	DATE RECEIVED	CCTA APPROVAL DATE*	FY 2011-12 18% (First Year) LSM Allocation	FY 2012-13 18% (Off-Year) LSM Allocation	Off Year Payment Schedule
Antioch			\$979,883	\$1,008,467	
Brentwood	4/2/2012	5/16/2012	\$691,116	\$710,319	5/16/2013
Clayton	6/28/2012	9/9/2012	\$222,167	\$226,135	9/9/2013
Concord	6/14/2012	7/18/2012	\$1,253,296	\$1,290,762	7/18/2013
County	3/9/2012	7/18/2012	\$1,975,401	\$2,036,328	7/18/2013
Danville			\$536,747	\$550,936	
El Cerrito			\$335,035	\$342,670	
Hercules			\$311,964	\$318,850	
Lafayette	10/2/2012	11/28/2012	\$369,913	\$378,681	11/28/2013
Martinez			\$458,886	\$470,545	
Moraga			\$265,243	\$270,610	
Oakley			\$469,211	\$481,205	
Orinda	12/3/2012	2/26/2013	\$350,602	\$358,742	2/26/2014
Pinole			\$276,962	\$282,710	
Pittsburg			\$641,340	\$658,926	
Pleasant Hill			\$453,991	\$465,491	
Richmond			\$1,042,208	\$1,072,816	
San Pablo			\$321,604	\$328,803	
San Ramon	11/16/2012	2/20/2013	\$695,949	\$715,308	2/20/2014
Walnut Creek	1/23/2013	3/20/2013	\$719,569	\$739,696	3/20/2014
Total			\$12,371,087	\$12,708,000	

*Payment amount subject to adjustment based upon actual sales tax revenues as determined by the State Board of Equalization.

**Date of CCTA approval of the CY 2010 & 2011 GMP Compliance Checklist, authorizing allocation of First Year FY 11-12 funds.

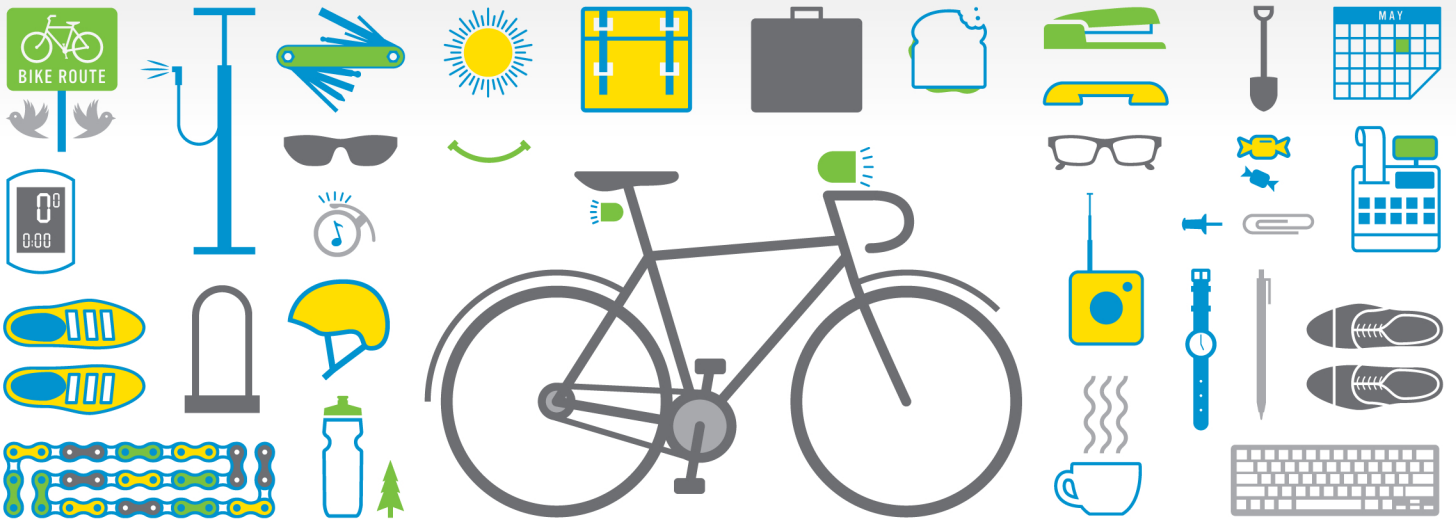


KAISER PERMANENTE PRESENT

BIKE TO WORK DAY



MAY 9, 2013



VISIT EBBC.ORG/BTWD & 511CONTRACOSTA.ORG FOR:

Energizer Stations >>> Social Rides & Events

Raffle prizes & Giveaways >>> ...and more!

EAST BAY EXPRESS GUIDE COMING MAY 1ST



EAST BAY BICYCLE COALITION



BAY AREA AIR QUALITY MANAGEMENT DISTRICT



BEYONDPIXSTUDIOS



REV()LIGHTS



Bay Area Bicycle Coalition



CALIFORNIA STATE UNIVERSITY EAST BAY



EAST BAY EXPRESS



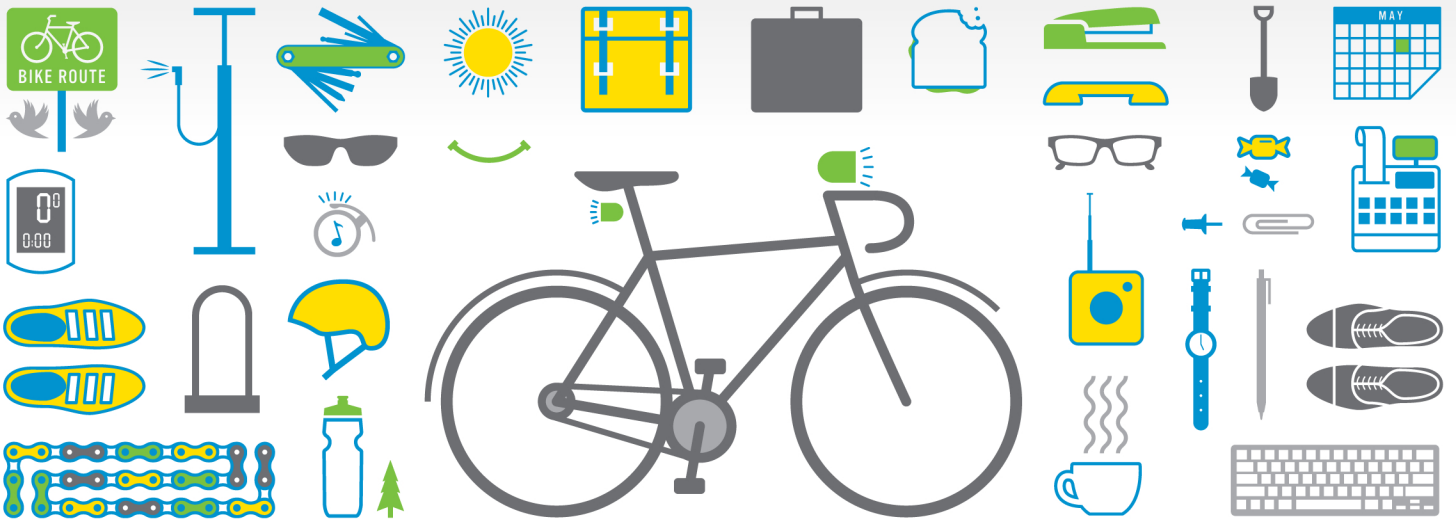
TRANSPLAN Packet Page: 36



LAW OFFICE OF DANIEL H. ROSE BIKE INJURY LAWYERS www.danroslaw.com

FINELITE

DIA PARA IR EN BICICLETA AL TRABAJO 9 de MAYO, 2013



VISITE: EBBC.ORG/BTWD Y 511CONTRACOSTA.ORG

Estaciones Energizantes >>> Rifas y Sorteos

Paseos Sociales y Eventos >>> ... Y mas!

GUIA DE REVISTA EN EL "EAST BAY EXPRESS" VIENE EL PRIMER DIA DE MAYO



EAST BAY BICYCLE COALITION

