

TRANSPLAN Technical Advisory Committee

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)

May 18, 2021 – 1:30 to 3:00 p.m.

Virtual meeting call-in/log-in information:

Please join my meeting from your computer, tablet or smartphone.

<https://cccouny-us.zoom.us/j/87600194267>

Meeting ID: 867 0019 4267

Or Telephone:

USA 214 765 0478 US Toll

USA 888 278 0254 US Toll-free

Conference code: 198675

AGENDA

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

Item 1: Public Comment: The public will have an opportunity to comment on items not on the agenda.

Item 2: RECOMMEND Alternate TRANSPLAN representative to the Countywide Bicycle-Pedestrian Advisory Committee (CBPAC) and CONSIDER reappointing Bruce Ohlson (Pittsburg) as the TRANSPLAN citizen representative. The previous call for CBPAC volunteers resulted in Kirsten Riker (511 Contra Costa) being appointed to represent TRANSPLAN. CCTA subsequently requested that an alternate be appointed. For the citizen representative the TAC should consider reappointing Mr. Ohlson or initiating a recruitment.

Item 3: REVIEW, REVISE as appropriate and APPROVE Website Design. TRANSPLAN's website consultant (Planetaria) has a final proposed design for the website. Prior to moving from design to production the TAC will need to approve the design. The latest version is available here: <https://xd.adobe.com/view/77d3ed48-b0a0-4a13-8f91-3cfc2bc32f38-2280/>

Item 4: REVIEW TRANSPLAN's proposed 2021/22 budget and workplan, REVISE as necessary, and APPROVE for submission to the TRANSPLAN Board. The proposed budget and workplan does not anticipate any significant deviations from prior years. Note that the *projected* cost of the website update (\$15,000) included in last years budget was under the *final* contract amount (\$19,700). ♦

Item 5: Other Business

Item 6: Adjourn to Tuesday, June 15, 2021 at 1:30 p.m.

The TAC will meet on the third Tuesday of each month, 1:30 p.m. Meetings are currently held via video conference in response to Contra Costa County Health Services Health Orders related to the COVID-19 pandemic: <https://www.coronavirus.cchealth.org/health-orders>. Otherwise, the TAC meets at the third floor conference room at Antioch City Hall. The TAC 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 John Cunningham, TRANSPLAN staff person, at least 48 hours prior to the starting time of the meeting.

Phone: (925) 655-2915 :: john.cunningham@dcd.cccounty.us :: www.transplan.us

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TRANSPLAN COMMITTEE

EAST COUNTY TRANSPORTATION PLANNING

Antioch • Brentwood • Oakley • Pittsburg • Contra Costa County
30 Muir Road, Martinez, CA 94553

TO: TRANSPLAN Committee

FROM: TRANSPLAN TAC

DATE: May 18, 2021

SUBJECT: Fiscal Year 2021/2022 Proposed TRANSPLAN Work Program and Budget

Recommendation

ADOPT the Fiscal Year 2021/2022 (“FY 2021/22”) TRANSPLAN Work Program and Budget, and **DIRECT** staff to deliver member dues invoices to the member agencies.

Background

The TRANSPLAN Committee adopts a budget and work program annually. Some of the tasks from the previous work program will carry over. Current budget and proposed budget and work plan activities for the impending fiscal year are detailed in the following discussion.

FY 2020/21 Budget Report

For FY 2020/21, each TRANSPLAN member agency was required to remit dues payments of \$10,808.57 to cover projected budget expenditures totaling \$54,042.86, which includes a \$9,635.06 deficit carried over from FY 2019/20. Total revenue received to cover said expenditures amounted to \$57,167.09.

Total expenditures thus far in FY 2020/21 (July '20 – April '21) are approximately \$10,773.25. Revenue less actual and projected expenditures (\$23,122¹) for the remainder of FY 2020/21 results in a surplus of approximately \$23,271 ($\$57,167.09 - \$33,884.25 = \$23,282.84$).

Activities

The attached work program proposes the set of tasks to be undertaken during the 2021/22 fiscal year. As is typical, some of the items are continuing items, with a few modifications noted below:

- **Concord Community Reuse Project:** TRANSPLAN staff will monitor and report to the TAC and Committee on activities related to the subject project.
- **East County Integrated Transit Study:** Funded by a Caltrans Sustainable Communities Grant, this study will develop a plan for providing high-capacity transit connections between Antioch and Brentwood that will directly integrate with existing local and regional services such as the Antioch BART station and Tri Delta Transit local bus service. The study will also look at improving connections to Capitol Corridor and ACE rail services, as well as proposed future ferry service between Antioch and Martinez.
- **East Contra Costa County Dynamic Personal Micro Transit Project (AKA “Gldways” Project):** This project proposes to construct a Dynamic Personal Micro Transit (DPMT) network in Eastern Contra Costa County. A study that analyzed the feasibility of the DPMT system was completed in April 2021. TRANSPLAN staff will continue to monitor and report to the TAC and Committee on activities related to the subject project.

¹ Includes the \$19,700 Planetaria Contract (Website Update)

Proposed FY 2021/2022 Budget

This budget includes approximately ten hours of a Transportation Planner per month, two hours of secretarial time per month, and eight hours of the minutes-taker's time per month. The budget also includes \$250 for office supplies² and mailing costs and a \$3,000 reserve for contingencies.

Individual TAC members assume liaison duties for various CCTA committees (e.g. Technical Coordinating Committee, Technical Model Working Group and Growth Management Program Working Group and report any relevant activities to the full TAC. Essentially, the TAC's participation also helps to minimize TRANSPLAN's budget. Consistent with Committee direction from past years, staff will bill the jurisdictions for the difference in this year's actual cost (any overrun will be added to the 2022/23 invoice, or surplus will be deducted).

FY 2021/22's projected budget (Table 1) is \$34,822. Barring any unusual expenditures (e.g. unanticipated/controversial projects, staffing changes, etc.), the aforementioned surplus of \$23,271 combined with the proposed budget results in a per jurisdiction contribution of \$2,310 for FY 2021/22.

att: Work Plan
Table 1

cc: TRANSPLAN TAC

² 50% reduction from prior year reflecting the continuing migration to digital communication.

Draft Work Program for FY 2021/2022

Task 1: Monitor the Brentwood-Tracy Expressway (SR 239) Project. The Contra Costa Transportation Authority (“CCTA”) is the project manager, TRANSPLAN is a primary stakeholder. The public/external planning process for this effort began in 2011/12 and is now complete. CCTA is now working with Caltrans on next steps.

Task 2: Review/Monitor major land use proposals within East County for compliance with East County Action Plan for Routes of Regional Significance. This task will continue as an ongoing activity, required by Measure J and by TRANSPLAN’s own procedures. It is part of the Measure J Growth Management Program.

Task 3: Review land use proposals outside of East County that meet the Measure J threshold requirements (100 or more new peak-period vehicle trips) for potential traffic impacts on East County routes of regional significance. This task will continue as an ongoing activity, similar to Task 2 above. It is part of the Measure J Growth Management Program.

Task 4: Facilitate collaboration between member jurisdictions and the Contra Costa Transportation Authority in conducting planning activities requiring sub-regional consultation. TRANSPLAN will provide ongoing assistance and local facilitation with CCTA, at a minimum for the State Route 4 Operational Improvements, the Congestion Management Program, the Measure J Strategic Plan, Measure J Growth Management Program (“GMP”) (e.g. Countywide Transportation Plan/Action Plan for Routes of Regional Significance), the Countywide Bicycle and Pedestrian Plan, and various federal, state, regional and local funding programs. These efforts, while administered primarily by other agencies, require and benefit from local facilitation.

Task 5: Represent TRANSPLAN at meetings of CCTA as needed, including the monthly CCTA Board meetings and the monthly meetings of its two committees (the Administration and Projects Committee, and the Planning Committee). This task will continue.

Task 6: Participate as needed in refining the East County portion of the countywide travel demand forecasting model and/or in adapting the model for local application. Ongoing refinements, monitoring or consultation on the model are often required. The Measure J GMP requires local jurisdictions to consult with the Technical Advisory Committee (“TAC”) when they use or adapt the model for local general plan amendments or CEQA review of large development proposals.

Task 7: Monitor Ferry Planning. Coordinate ferry service planning with member agencies, CCTA, the Water Emergency Transportation Authority, and other affected entities.

Task 8: Growth Management Program Compliance. Assist in administering the resolution of growth management compliance issues between member jurisdictions in cooperation with Contra Costa Transportation Authority staff per *TRANSPLAN Committee Administrative Procedures, Article III*.

Task 9: Concord Community Reuse Project: TRANSPLAN staff will monitor and report to the TAC and Committee on activities related to the subject project.

Task 10: Monitor East County Integrated Transit Study: Funded by a Caltrans Grant, this study will develop a plan for providing high-capacity transit connections between Antioch and Brentwood that will directly integrate with existing local and regional services such as the Antioch BART station and Tri Delta Transit local bus service. The study will also look at improving connections to Capitol Corridor and ACE rail services, as well as proposed future ferry service between Antioch and Martinez.

Task 11: Monitor East Contra Costa County Dynamic Personal Micro Transit Project (AKA “Gldways” Project): This project proposes to construct a Dynamic Personal Micro Transit (DPMT) network in Eastern Contra Costa. A study that analyzed the feasibility of the DPMT system was recently completed.

Table 1: Proposed TRANSPLAN Budget for FY 2021/22

Item	Proposed FY 2021/22 Budget*	% of Proposed Budget**
Transportation Planner (10 hours/month)	\$26,072	75%
Secretary (2 hours/month)	\$2,000	6%
Minutes Taking (8 hours/month)	\$3,500	10%
Subtotal for Personnel Costs	\$31,572	
Offices Supplies and Services	\$250	1%
Contingency	\$3,000	9%
Total FY 2021/22 Budget	\$34,822	100%
FY 2020/21 Surplus	\$23,271	
Difference	\$11,551	
Per Jurisdiction Contribution	\$2,310	