A. CONVENE MEETING: Chair Pierce convened the meeting at 6:04 p.m.

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL: Chair Pierce announced that 11 Commissioners were present, including Alternate Candace Andersen for Federal Glover.

D. PUBLIC COMMENT:
Ralph Hoffmann, said that he represented the Contra Costa Chapter of Citizens’ Climate Lobby (CCL), a nationwide organization of volunteers that works to educate the public about the harmful effects of human-caused climate change and suggests steps to reverse it. He noted that CCL had approximately 16 members in the Contra Costa Chapter, and that members do their part to “spare the air” in every way possible.

E. STAFF SERVICE RECOGNITION: Martin Engelmann, 25 Year Service Anniversary

Chair Pierce presented a plaque to Martin Engelmann recognizing 25 years of outstanding service to the Contra Costa Transportation Authority. Chair Pierce said that Mr. Engelmann had been an integral part of CCTA and that it had been an honor to work with him over the years.
Mr. Engelmann thanked the staff and the Authority Board. He introduced his wife Trisha Engelmann and acknowledged a number of long-standing Board members with whom he has had the pleasure of working in his 25 years with CCTA.

1.0 APPROVAL OF MINUTES: Authority Minutes of April 15, 2015

ACTION: Commissioner Tatzin moved to approve the Minutes of April 15, 2015, seconded by Commissioner Romick. The motion passed unanimously, 11-0.

2.0 CONSENT CALENDAR

ACTION: Commissioner Taylor moved to approve the Consent Calendar, seconded by Commissioner Romick. The motion passed unanimously, 11-0.

DISCUSSION: Chair Pierce noted that the handout packet included a correction to Agenda Item 2.A.2. Ross Chittenden, Deputy Executive Director for Projects, stated that the handout for Agenda Item 2.A.2 – the listing of contract change orders – reflected a clerical correction to the language used in reporting on one of the change orders.

2.A Administration & Projects Committee:

2.A.1 Accept Monthly Accounts Payable Invoice Report for March 2015. The accompanying report provides a listing of invoices paid in alphabetical order by vendor or payee name for the month of March 2015. Staff Contact: Randall Carlton

2.A.2 Listing of Contract Change Orders (CCOs) Greater than $25k for Contracts Less than $15M, and Greater than $50k for Contracts Greater than $15M. Authority policy requires that this list be submitted to the APC for information. Staff Contact: Ivan Ramirez

2.A.3 Accept Quarterly Cash and Investment Report for the Period Ended March 31, 2015. The Authority’s Investment Policy calls for a quarterly report on investment activity to be prepared and submitted to the Executive Director, APC, and the Authority Board. The accompanying report covers transactions from January 1 through March 31, 2015. Staff Contact: Randall Carlton

2.A.4 Accept Quarterly Sales Tax Revenue Report for the Period Ended March 31, 2015. This report contains a summary of sales tax revenues, including analysis and comparisons against prior monthly and quarterly periods. Staff Contact: Randall Carlton
2.A.5 Accept Internal Accounting Report for the Nine Months Ended March 31, 2015. This report provides an accounting of the Authority’s financial position and a comparison of actual results versus budget for the nine months ended March 31, 2015. Staff Contact: Randall Carlton

2.A.6 Select Firms and Jurisdiction for Measure J Compliance Audits for FY 2014-15. Each year three recipients of Measure J funds are selected for a compliance audit consistent with Authority policy. The audits are performed by an independent auditor to verify that Authority funds have been expended in accordance with specified purposes. Staff Contact: Randall Carlton

2.A.7 Authorization to Execute a Purchase and Maintenance Agreement with Canon Solutions America, Inc. (Canon) to Acquire, Install and Support a Document Management System (DMS) for Authority Records. Staff seeks authorization for the Executive Director to execute a Purchase and Maintenance Agreement with Canon in the amount of $60,000, to acquire, install and support a DMS for Authority records. Staff Contact: Randall Carlton

2.A.8 Approval of Revision to Resolution 15-06-A for Authority Salaries and Benefits for Fiscal Years July 1, 2015 through June 30, 2018, to Correct a Typographical Error. Staff seeks approval of Resolution 15-06-A Rev. 1 which will correct a typographical error in the salary range of the Deputy Executive Director, Projects. The Authority had approved the resolution at its April 15, 2015 meeting establishing position classifications, salary ranges and benefits for 3 fiscal years beginning July 1, 2015. Resolution 15-06-A, Rev. 1 Staff Contact: Randall Carlton

2.A.9 City of Martinez (City) – Alhambra Creek Bridge and Ferry Street Enhancements (Project 24031) – Request for Appropriation of Measure J Funds for Construction and Construction Management Services. Staff seeks approval of Resolution 15-22-P which will appropriate $3,050,000 in Measure J funds for Construction and Construction Management Services for the Alhambra Creek Bridge and Ferry Street Enhancements project. Resolution 15-22-P. Staff Contact: Jack Hall

2.A.10 Approval of the 65% Peer Review for the City of San Ramon Alcosta Boulevard Pavement Rehabilitation (Project 24021). On March 24, 2015 the Peer Review Committee (Committee) reviewed the 65% design plans, specifications and estimate (PS&E) for the Alcosta Boulevard Pavement Rehabilitation project in the City of San Ramon. The Committee approved the peer review and recommend Authority Board approval. Staff seeks approval of the Committee’s 65% peer review recommendations. Staff Contact: Stephanie Hu
2.A.11 I-80/San Pablo Dam Road Interchange Reconstruction Project, Phase 1 (Project 7002)

2.A.11.1 Authorization to Begin Contract Negotiations with the Hanna Group and for the Executive Director to Issue a Notice to Proceed (NTP) for Construction Management (CM) Services. The Authority approved issuance of Request for Proposal (RFP 15-2) at its February 18, 2015 meeting. Staff issued the RFP on February 19, 2015 with a deadline to respond by March 27, 2015. Seven proposals were received by this deadline. Oral interviews were held with the top four firms on April 16, 2015. Staff seeks authorization to begin contract negotiations on scope and fee with the Hanna Group for CM services and, following satisfactory conclusion of negotiation, for the Executive Director to issue a NTP for an amount not-to-exceed $100,000. Staff Contact: Ivan Ramirez

2.A.11.2 Authorization to Enter into Agreement No. 432 with the California Conservation Corps (CCC) for Construction Services. Staff seeks authorization for the Executive Director or his designee to enter into Agreement No. 432 with CCC in the amount of $50,040 for construction services to construct part of the chain link fence on the new pedestrian overcrossing landing ramp on the west side of I-80. CCC will complete the work following the conclusion of major construction activities on the project. Staff Contact: Hisham Noeimi

2.A.12 Approval of the 2016 State Transportation Improvement Program (STIP) Process and Call for Projects. Staff seeks approval of the 2016 STIP application screening and scoring criteria, and issuance of the Call for Projects. Staff Contact: Hisham Noeimi

2.A.13 Legislation Update. This is an update on relevant developments in policy, legislation and finance that are of interest to the Authority. The Authority may take action on any item presented in the attachment or any State or Federal legislation pertaining to the Authority’s legislative program. Staff Contact: Linsey Willis

2.A.16 FY 2015-16 Preliminary Budget for the Contra Costa Transportation Authority and Congestion Management Agency (CMA). Staff will present the preliminary Authority budget for FY 2015-16. Any comments or adjustments to the Preliminary Budget will be incorporated into the Proposed Budget to be considered in June, following a public hearing on the matter. Staff Contact: Randall Carlton

2.A.17 Approval of Key Policy Issues for the Development of the 2015 Update to the Measure J Strategic Plan – Overall Approach and Development Schedule. Staff
seeks approval of key policy issues that will guide the development of the upcoming update to the Measure J Strategic Plan, which is targeted to be adopted in December 2015. Staff Contact: Hisham Noeimi

2.1 NEW ITEM: Approval of a Seventh Amendment to the Employment Agreement with the Executive Director. The proposed seventh amendment to the Authority’s employment contract with the Executive Director calls for extending the term 3 years and modifying compensation. Staff Contact: Randall Carlton

2.B Planning Committee:

2.B.1 Approval of the Town of Danville’s Calendar Years (CY) 2012 & 2013 Growth Management Program Compliance Checklist. The Town of Danville has submitted its Calendar Years 2012 & 2013 GMP Checklist. An estimated allocation of $574,446 in 18 Percent Local Street Maintenance and Improvement (LSM) funds will be paid out for FY 2013-14 subject to the Authority making a findings of compliance with the Measure J GMP. Staff Contact: Martin Engelmann

2.B.2 Revision 1 to Resolution 12-58-G Measure J Allocation for the Sub-Regional West County Safe Transportation for Children: Low Income Student Bus Pass Program (Program 21b). The revision would redistribute $20,000 within the allocation from administration to purchase bus passes as well as add an additional $30,000 in unallocated program funds to the most current funding resolution to cover the cost of passes for the West Contra Costa Unified School District summer school program. The revision would allow enough funds to finish the 2014-15 school year under the current resolution. Resolution 12-58-G Revision 1. Staff Contact: Peter Engel

2.B.3 Approval of the FY 2015-16 Measure J Allocation for the Sub-Regional West County Safe Transportation for Children: Low Income Student Bus Pass Program (Program 21b). The Measure J Expenditure Plan establishes the Sub-Regional West County Safe Transportation for Children: Low Income Student Bus Pass Program (Program 21b) funding at .725 percent of sales tax revenues. The intent of the program is to remove the cost of transportation to school as a barrier for attending school for low-income students in West County. This would be the fourth allocation from this program since FY 2008-09 and will effectively fund the program for the school years 2015-16 and 2016-17. Resolution 15-19-G. Staff Contact: Peter Engel

2.B.4 Approval of FY 2015-16 Measure J Allocation for the Central County Safe Transportation for Children Program (Sub-Regional Program 21a). The Measure J Expenditure Plan establishes the Central County Safe Transportation
for Children Program (Program 21a) at 0.5 percent of sales tax revenues. As a sub-regional program the funds are programmed by TRANSPAC. At its December 11, 2014 meeting, TRANSPAC took action on programming a portion of available funds to Central County 511 Contra Costa program for the provision of various programs and projects that will improve children’s safety in getting to and from school. **Resolution 15-21-G.** Staff Contact: Peter Engel

2.B.5 **Proposed Actions to Funding Resolutions.** Consistent with Authority policy, funding appropriation resolutions may be modified to extend their expiration date, to revise the scope of services or to terminate the resolution when the activity funded has been completed. Recommended changes are summarized. Staff Contact: Brad Beck

2.B.6 **Initiation of the 2017 Regional Transportation Plan (RTP) Call for Projects.** The Metropolitan Transportation Commission (MTC) has released the Call for Projects for the 2017 RTP on April 29, 2015. In response, staff proposes to begin working with the Regional Transportation Planning Committees (RTPCs) and Transit operators on developing a 23-year financially-constrained project list for submittal to MTC by September 30, 2015. For a transportation project to receive State or federal transportation funding, it must first be included in the RTP. Staff will provide an overview of the process and timeline for project submittals to MTC. Staff Contact: Martin Engelmann

2.B.7 **Active Transportation Program (ATP) 2015 Call for Projects.** On March 26, 2015, the California Transportation Commission (CTC) approved both the statewide and MTC’s Regional Cycle 2 Active Transportation Program (ATP) Guidelines, and announced the Call for Projects for ATP projects. Applications are due on June 1, 2015. Authority staff has offered to work with local jurisdictions that have completed project submittals and would like to pursue this unique funding opportunity. Staff Contact: Brad Beck

2.B.8 **Approval of Resolution 15-20-G for Construction of Northwest Walnut Creek Pedestrian and Bicycle Access (Project 120018).** The City of Walnut Creek is requesting an appropriation of $915,000 for construction of the Northwest Walnut Creek Pedestrian and Bicycle Access Project (Project 120018). The project will close pedestrian sidewalk gaps on San Juan Avenue and improve access to Buena Vista Elementary School, close pedestrian sidewalk gaps and install bicycle facilities to connect neighborhoods in Northwest Walnut Creek to transit and the downtown areas, and repave Buena Vista Avenue and also replace the roadway striping and signage to incorporate bicycle facilities. A peer review committee reviewed the design of the project at the 65% and 90% design
stages and, after review of the City’s proposed revisions, recommended approval of the design of the project. Staff Contact: Brad Beck

End of Consent Calendar

Chair Pierce noted that there had been a request to re-order the Agenda to handle Regular Agenda items before the Major Discussion items, and there were no objections.

4.0 REGULAR AGENDA ITEMS:

4.A Administration & Projects Committee:

4.A.14 Approval of a Lump Sum Payment to the California Public Employees Retirement System (CalPERS) to Pay off the Authority’s Unfunded Actuarial Accrued Liability (UAAL). Staff seeks approval of Resolution 15-17-A which will allow for a lump sum payment to CalPERS in the amount of $2,210,110, to pay off the Authority’s UAAL. The Authority contracts with CalPERS to provide pension benefits for its retirees. CalPERS determines each year, based on actuarial methods, a percentage rate of regular salary required to fund earned pension benefits. If the total amount of accumulated contributions is less than the total forecasted cost of earned pension benefits, the difference represents a UAAL. Staff has recently completed a cost savings analysis to pay off this liability by making a lump sum payment. Resolution 15-17-A. Staff Contact: Randall Carlton

ACTION: Alternate Andersen moved to approve Resolution 15-17-A, seconded by Commissioner Tatzin. The motion passed unanimously, 11-0.

DISCUSSION: Randy Carlton, Chief Financial Officer, stated that approval of Resolution 15-17-A would allow for a lump sum payment to CalPERS of $2,210,110 from Measure C cash reserves to pay off the Authority’s Unfunded Actuarial Accrued Liability (UAAL) for earned pension benefits. He explained that there was a new Government Accounting Standards Board pronouncement that required the reporting of any UAAL on an agency’s Balance Sheet, and that Brian Kelleher, Finance Manager, had brought forward the suggestion to pay off the UAAL as the result of a seminar which he attended.

Mr. Carlton stated that the APC supported staff’s recommendation to pay off the UAAL, and by doing so the Authority would earn the 7.5 percent CalPERS actuarial assumed rate of return as compared to approximately .50 percent currently earned on invested cash reserves. He also noted that by eliminating the Authority’s UAAL liability, the Authority’s budget would be reduced by approximately $150,000 each year (however this amount will increase as salaries
rise), and that the Authority’s Balance Sheet would be stronger without the liability. Mr. Carlton stated that cash borrowed to pay off the Authority’s UAAL from the Measure C cash reserve would be paid back/replenished in approximately 3 years, from interest earnings on cash invested cash for remaining Measure C projects.

Mr. Carlton noted that actuarial assumptions were updated annually and that it was possible that either an unfunded pension liability or pension liability surplus could be created in the future due to changes in investment returns or demographics. He stated that due to the Public Employee Pension Reform Act (PEPRA), any future surplus could only be used to offset a future unfunded pension liability, or toward an annuity-type investment to pay off retirees should the Authority cease to exist.

Alternate Andersen said that she was pleased to see the Authority in a position to pay off its UAAL. She noted that while there were PEPRA restrictions on the enhancements of benefits, she would prefer to see an excess in the case of an over-funded pension liability due to the cyclical nature of the economy/actuarial projections.

Representative Peeples agreed that paying off the Authority’s UAAL was a great idea. He said that his understanding from AC Transit actuaries was that the American Actuaries Association had adopted new longevity tables that would take effect next year, and asked if CalPERS had already adopted the new tables. Mr. Carlton responded that new longevity tables were not yet in place and that the actuaries would be calculating the impacts of them in the future.

Chair Pierce noted that CalPERS actuarial assumptions were normally two years behind, and that the Authority was in much better shape than most other agencies. She said that the Authority had paid its unfunded liability in 2003 prior to the passage of Measure J.

Commissioner Tatzin said that the APC unanimously supported staff’s recommendation to pay off the Authority’s existing UAAL and that the Authority would address future liabilities if/when they materialize.

Commissioner Arnerich commented that an unfunded liability was one that could not be paid, however the Authority had the ability to pay its actuarial accrued pension liability, and that it was inexpensive to do so. He noted that the
Authority’s payment to CalPERS of $2.2 million incorporated the pre-funding by approximately $400,000 of a possible future pension liability.

4.A.15 Approval to Remarket $201,450,000 of Contra Costa Transportation Authority 2012A Sales Tax Revenue Bonds (2012A Bonds). Staff seeks approval of Resolution 15-16-A which will provide for the remarketing of the 2012A Bonds in the amount of $201,450,000. In December 2012 the Authority issued $201,450,000 principal amount of 2012A Bonds to refinance earlier bonds issued in 2010 to construct Measure J projects. The 2012A Bonds were issued with a set interest rate for a 3-year term ending on December 15, 2015. Within six months prior to this date the Authority must remarket the bonds with a new interest rate and term. All steps are underway to remarket the 2012A Bonds and staff is seeking Board approval of Resolution 15-16-A and authorization to move forward and complete the transaction. Resolution 15-16-A. Staff Contact: Randall Carlton

ACTION: Commissioner Mitchoff moved to approve Resolution 15-16-A, seconded by Commissioner Tatzin. The motion passed unanimously, 11-0.

DISCUSSION: Randy Carlton, Chief Financial Officer, stated that in 2012 the Authority issued Floating Rate Notes (the 2012 A Sales Tax Revenue Bonds), with a 3-year term at a fixed interest rate which ends December 15, 2015. He stated that approval of Resolution 15-16-A would allow the Authority to move forward with the remarketing of the bonds in the amount of $201,450,000 and to complete the transaction by December 15, 2015. Mr. Carlton explained that there was a glut of tax-exempt municipal bonds on the market, and due to current market conditions, staff recommended waiting until interest rate environment improves to move forward with the remarketing of the bonds; Resolution 15-16-A allows for flexibility in the schedule but requires that the transaction be completed no later than December 15, 2015.

Mr. Carlton reported that both Standard and Poor’s and Fitch had affirmed the Authority’s excellent AA+ bond credit rating, which he said was recently announced in a press release.

4.B Planning Committee: None
3.0 **MAJOR DISCUSSION ITEMS: Development of a Transportation Sales Tax Transportation Expenditure Plan (TEP)**

Ross Chittenden, Deputy Executive Director for Projects, gave a PowerPoint presentation on the Measure J transportation sales tax possible 2016 ballot measure. The presentation included some history on Measures C and J, highlights of CCTA’s roles, responsibilities and project delivery strategy, a comparison of sales tax to other federal, State and local revenue sources, transportation funding needs and considerations, polling results and summary of what was heard during the 2014 Countywide Comprehensive Transportation Plan outreach process, and an overview of the development of a Transportation Expenditure Plan (TEP) schedule and process. The presentation was distributed as a meeting handout.

*Commissioner Mitchoff* asked if the public polling included a follow-up question regarding how long the transportation sales tax should be extended. Mr. Chittenden responded that voters were not asked about a term for the extension and that the question was designed to be open-ended and consistency with the Authority’s “promises made, promises kept” mantra.

Mr. Chittenden stated that the upcoming agenda items related to the development of a TEP. To prepare for a possible November 2016 ballot measure, he said that staff planned to have a discussion draft TEP available for Authority consideration in November, with a draft available for circulation to the jurisdictions in January 2016 and final plan adoption by May 2016. Mr. Chittenden emphasized that while staff had been directed to plan for a TEP, the Authority would later make a decision about moving forward with a ballot measure.

Mr. Chittenden noted that, with the Authority’s concurrence, the CTP Ad Hoc Committee would be re-named the TEP Ad Hoc Committee. *Chair Pierce* added that the purpose of the ad hoc meetings was to distill related issues in preparation for direct consideration by the full Authority Board. There were no objections.

3.1 **NEW ITEM: Approval of Principles for Development of a Transportation Expenditure Plan (TEP).** Development of a TEP should be aligned with the Vision, Goals and Strategies identified in the draft 2014 CTP, as well as reflect the values that have governed cooperative planning over the life of Measures C and J. Accordingly, staff has developed a proposed set of principles for consideration by the Authority to help guide the TEP effort. A first draft of the principles were presented by staff at the April 15, 2015 Authority Board Meeting. Comments provided at that meeting have been incorporated into an updated proposed set of principles. Staff Contact: Ross Chittenden
ACTION: Commissioner Arnerich moved to approve the Principles for Development of a TEP as presented in the staff report, seconded by Commissioner Tatzin. The motion passed unanimously, 11-0.

DISCUSSION: Ross Chittenden, Deputy Executive Director for Projects, stated that staff and the consultant team recommended adoption of the Principles for Development of a Transportation Expenditure Plan (Principles), which were revised as the result of discussion at the April 15, 2015 Authority Board meeting. He said that the proposed Principles supported the Authority’s vision, goals, and strategies identified in the 2014 Countywide Transportation Plan (CTP) and embraced the values of collaboration between the Authority and its partner agencies. He noted that the revised Principles included changes to Principles 5 and 6 and the addition of a new principle (Principle 10) related to innovation and technology.

Mr. Chittenden stated that the Principles were presented to each of the Regional Transportation Planning Committees (RTPCs), and that the Paratransit Coordinating Council had recently requested a principle that specifically mentions the needs of people with disabilities, which he said could be interpreted to be included in Principle 5 regarding a balanced approach. Mr. Chittenden said that staff recommended adoption of the proposed Principles as a starting point, and that staff would return to the Authority with revisions as appropriate.

Chair Pierce said that the Principles were intended to be a starting point for discussions with stakeholders and that they could be refined as needed.

Commissioner Tatzin thanked staff for their revisions and asked if the reduction of transportation impacts on the environment (as stated in Principle 6) encompassed total impacts. Mr. Chittenden responded that he thought that broad language was appropriate, and that total and cumulative effects on the environment would need to be considered.

Commissioner Arnerich agreed that general, broad language in a principles document was appropriate and that the proposed Principles would provide the necessary guidance.
Representative Peeples said that it was frustrating that gas taxes had not been increased/indexed for inflation since 1993 and that Congress was not fulfilling its responsibilities to address transportation funding with short-term solutions.

**Public Comment**
Ralph Hoffmann, Climate Change Leaders, noted that 2016 was a presidential election year and should produce a high voter turnout. He said that Congress was debating extending the federal gasoline tax, which would run out on May 31, 2015, and that an increase in State gasoline tax was particularly needed.

Dave Campbell, Advocacy Director for Bike East Bay, stated that his organization was prepared to direct its resources to support the Authority in its efforts to increase transportation funding and transit options in Contra Costa. He said a number of lessons were learned through Alameda County’s effort, and that it was critical to assemble a plan that reflects what voters want.

Chair Pierce clarified that the Authority had only begun the process for development of a TEP. She said that it was important for the public to be engaged in the process and that the Authority would make a decision next spring about whether to move forward with a future ballot measure.

### 3.2 NEW ITEM: Approval of Revised Schedule for the 2014 Countywide Transportation Plan (CTP) to Align with Proposed Transportation Expenditure Plan (TEP) Schedule.
While the CTP and TEP involve separate approval processes, staff recommends treating the CTP and the TEP as part of the same overall CEQA “project” and analyzing their impacts together in one CEQA document. The proposed process involves performing a qualitative analysis of large projects using MTC’s performance targets. The results of this qualitative analysis will be provided to the Regional Transportation Planning Committees (RTPCs), the Expenditure Plan Advisory Committee (EPAC) being created to assist in the development of a TEP, and other stakeholders. The schedule for the 2014 CTP has been revised accordingly for Authority review and approval. Staff Contact: Martin Engelmann

**ACTION:** Commissioner Tatzin moved to approve the revised schedule for the 2014 CTP, seconded by Commissioner Arnerich. The motion passed unanimously, 11-0.

**DISCUSSION:** To introduce the item, Ross Chittenden, Deputy Executive Director for Projects, said that the Authority had the opportunity to coordinate the 2014 CTP
with other efforts currently underway, such as the Regional Transportation Plan and the TEP.

Martin Engelmann, Deputy Executive Director for Planning, provided background on the 2014 CTP process, originally scheduled for adoption in March 2015. He stated that the Authority was asked to consider prioritizing the $12.4 billion list of projects and that it was advisable to synchronize the 2014 CTP process with the TEP and analyze their impacts together in one environmental document. Mr. Engelmann said that staff requested approval of the revised schedule for the 2014 CTP, which he reviewed.

Mr. Engelmann noted that the projects and programs greater than $50 million would be evaluated using MTC’s performance criteria, and that the draft environmental document would need to be recirculated. He stated that staff was in the process of assessing costs associated with the revised work plan, and would present the CTP/TEP work plan and budget to the Planning Committee for consideration in June.

Supervisor Mitchoff asked if by combining both the CTP and the TEP in one environmental document, whether the CTP could stand on its own should the County Board of Supervisors decide against a transportation sales tax ballot measure. Mala Subramanian, Best Best & Krieger (Authority Counsel), responded that counsel would confirm that the TEP could stand independently.

Commissioner Tatzin asked for more information on the qualitative assessment that would be performed on the projects and programs. Mr. Engelmann responded that the CTP Task Force, comprised of planners and engineers from throughout the county, along with the RTPC managers, would assist with the process.

3.3 NEW ITEM: Approval of the Transportation Expenditure Plan (TEP) Sales Tax Revenue Estimate and Regional Transportation Planning Committee (RTPC) Funding Targets, and Initiate the TEP Call for Projects. Section 180200 et seq. of the California Public Utilities Code states that a transportation sales tax shall provide the tax rate, shall specify the period during which the tax will be imposed, and shall specify the purposes for which the revenue derived from the tax will be used. Staff and the consultant team have assessed options for the sales tax rate, period for which the tax will be in effect if passed in November 2016, resulting revenue estimates based on Authority current revenue projections, and targets for each RTPC. To start the discussion, staff recommends assuming a half-cent sales tax rate for a period of 25 years. The TEP call for projects with the RTPCs is proposed to be aligned with the Regional
Transportation Plan (RTP) call for projects in order to avoid duplicative work.
Staff Contact: Ross Chittenden

**ACTION:** Commissioner Tatzin moved to approve the proposed half-cent sales tax 25-year assumption revenue estimate and funding targets, and release of the TEP Call for Projects, seconded by Commissioner Hudson. The motion passed unanimously, 11-0.

**DISCUSSION:** Hisham Noeimi, Engineering Manager, stated that before the draft TEP could be developed, the Authority needed to make some assumptions about the terms of a possible new sales tax measure. To start the discussion, Mr. Noeimi said that staff was proposing terms similar to Measure J, consisting of a .50 percent sales tax over twenty-five years, beginning on April 1, 2017 and ending on March 31, 2042. Such a measure would raise approximately $2.3 billion in constant 2014 dollars. He said that the proposed revenue estimates (included as Attachment A in the agenda packet) were based upon the same financial assumptions that were approved by the Authority for the development of the 2015 Update to the Measure J Strategic Plan (Agenda Item 2.A.17 on the Consent Calendar).

To begin developing the TEP, Mr. Noeimi said that staff was proposing a bottom-up approach, whereby input would be sought from the RTPCs on their priorities. He stated that staff was proposing to use ABAG population estimates (similar to Measure J) at the mid-year of the measure (2030) to calculate each RTPC’s share of the $2.3 billion in new measure revenues, and each RTPC would be asked to devise a plan for spending its share.

In addition to the RTPCs, Mr. Noeimi said that staff would be seeking input from the Expenditure Plan Advisory Committee (EPAC), the Authority’s advisory committees, and the public for preparation of the discussion draft TEP.

Mr. Noeimi said that staff was seeking authorization to issue the TEP Call for Projects (included as Attachment B in the agenda packet), with responses due by July 24, 2015 to coincide with RTPC discussion of what projects to include in MTC’s Regional Transportation Plan (RTP). He said that staff would then compile a draft TEP for review by the Authority in September.

*Commissioner Abelson* asked for clarification of the subregions’ revenue share from a 25-year measure. *Chair Pierce* responded that by finding out from each of the regions what is important, a determination would later be made about
countywide projects and programs. Mr. Chittenden added that there were diverse needs throughout the county and that the objective was to empower the RTPCs.

Commissioner Mitchoff asked for clarification of the proposed new measure timeframe and sales tax rate. If a new measure is passed in November 2016, an additional ½ percent sales tax would begin April 1, 2017; Measure J would continue through 2034, after which the sales tax rate would return to ½ percent and continue through March 31, 2042.

Commissioner Tatzin said that he liked staff’s approach and that the estimated allocations by subregion made sense. He suggested that the RTPCs be reminded which projects and programs they currently receive funding for.

Commissioner Arnerich stated that the framework for a possible new measure was appropriate and that the timeframe would be challenging. As an alternative to population-based revenue allocation methods, he said that there might be other equity-based approaches that the Authority should be open to considering.

Chair Pierce noted that the Authority and its subcommittees did not meet in August, which would afford staff much-needed time to focus on responses from the RTPCs.

PUBLIC COMMENT

Ralph Hoffmann, Citizens’ Climate Lobby, stated that at the conclusion of the proposed new sales tax measure in 2042 he would be 100 years young and that he looked forward to celebrating with CCTA.

3.4 NEW ITEM: Approval of the Formation of the Expenditure Plan Advisory Committee (EPAC) and Appointment of Initial Membership. At its meeting in April, the Authority directed staff to develop a proposal for the formation of an Expenditure Plan Advisory Committee (EPAC) for a Transportation Expenditure Plan (TEP) process. The EPAC will be one component of a comprehensive stakeholder outreach program necessary to gain consensus on a TEP for a potential 2016 revenue ballot measure. Staff Contact: Ross Chittenden

ACTION: Commissioner Arnerich moved to approve the creation of the EPAC and the initial appointments excluding Michael Kent from County Public Health Services, seconded by Commissioner Durant. The motion passed unanimously, 11-0.
DISCUSSION: Ross Chittenden, Deputy Executive Director for Projects, stated that staff was recommending the creation of an Expenditure Plan Advisory Committee (EPAC) and initial member appointments. He noted that the staff report included detail on membership categories, and that a memorandum to Chair Pierce reflecting recommended initial member appointments to the EPAC had been distributed as a meeting handout.

Bill Gray, Gray Bowen Scott stated that in April the Authority directed staff to return with a recommendation on the formation of an EPAC. He said that the EPAC would be one component of a comprehensive outreach process, and that it represented a broad range of stakeholders. He noted that the EPAC advisory process had worked well in Contra Costa, and that the extensive outreach and consensus-based effort had played a role in the success of Measure C, and again in 2004 with the Measure J. Mr. Gray noted that with the two-thirds vote requirement, a consensus-based approach became even more important.

Mr. Gray stated that the EPAC was a temporary committee with the purpose of advising the Authority regarding the development of a TEP, was a forum for multiple points of view, and provides an opportunity for a structure with a professional facilitator. He said noted that David Early, Principal at PlaceWorks, Inc., who had served the Authority previously as facilitator in 2004, had agreed to facilitate the next round of EPAC meetings. Mr. Gray noted that the EPAC meetings would be open, with the agendas and meeting audio recordings posted on the Authority’s website.

Commissioner Arnerich stated that there were a couple of major job centers in Contra Costa that did not seem to be represented by the list of membership categories and suggested that they be added at a later date.

Commissioner Durant said that he agreed with Commissioner Arnerich, and while the major job centers might be represented in part by the East Bay Economic Development Alliance and the East Bay Leadership Council, he believed “the more, the merrier.” He also emphasized that the great success of Measure C and Measure J was from a unified vision that was mostly non-political. Commissioner Durant urged that the Authority not become overly focused on percentages and provincial interest.

Commissioner Mitchoff asked for more information regarding the proposed appointments to the EPAC. Mr. Gray responded that the consultant support team reached out to stakeholder organizations who in turn nominated the members.
Commissioner Mitchoff said that she wanted the County Board of Supervisors to discuss the suggested Health Services appointment to the EPAC.

5.0 CORRESPONDENCE AND COMMUNICATIONS:

5.1 Press Release dated May 14, 2015: Contra Costa Transportation Authority Delivers a Smooth Ride for Cyclists.

6.0 ASSOCIATED COMMITTEE REPORTS:

6.1 Central County (TRANS PAC): The report of May 14, 2015 was distributed as a meeting handout.

6.2 East County (TRANSPLAN): Report of April 9, 2015; the report of May 14, 2015 was distributed as a meeting handout.

6.3 Southwest County (SWAT): Report of May 4, 2015

6.4 West County (WCCTAC): Report of April 24, 2015

7.0 COMMISSIONER AND STAFF COMMENTS:

7.1 Chair’s Comments and Reports

Chair Pierce stated that she along with Ivan Ramirez, Engineering Manager, represented the Authority at the International Partnering Institute (IPI) awards ceremony at the San Francisco International Airport on May 14, 2015, at which CCTA received the Partnered Project of the Year award for the Sand Creek Road Interchange project. She noted that the project was successfully delivered with significant savings.

7.2 Commissioners’ Comments and Reports on Activities and Meetings

Commissioner Tatzin reported that the San Joaquin Joint Powers Authority would take over control of the rail service beginning July 1, 2015. He said that the three California passenger rail authorities had created a joint brochure for use in their meetings with legislators (to advocate for funding for needed expansions), and that he had recently made a presentation at a joint legislative information hearing on key issues facing California’s passenger rail future.
Representative Peeples said that he also had attended the IPI awards ceremony on May 14, 2015, at which CCTA received its award for the Sand Creek Road Interchange project. He congratulated the Authority, and noted that Randy Iwasaki serves as a Board member on the IPI.

Representative Peeples stated that on May 21, 2015 AC Transit would be holding a workshop for local government officials and business representative to discuss the upcoming deployment of hydrogen fuel cell electric vehicles and supporting hydrogen refueling infrastructure. Participants will include fuel cell vehicle manufacturers, hydrogen safety experts and refueling station developers. He invited the Authority to attend the briefing by the Governor and representatives of the California Air Resources Board (CARB).

### 7.3 Executive Staff Comments and Reports

Randy Iwasaki thanked staff for their excellent work helping to deliver Contra Costa’s capital program, updating the Countywide Transportation Plan, and efforts related to a possible new sales tax measure. He announced that Stephanie Hu, CCTA’s new Associate Engineer, had successfully passed her 6-month probation period.

Mr. Iwasaki reviewed his Executive Director’s report. He noted also that the staff was hoping to secure low interest rates for the upcoming bond remarketing, which Randy Carlton discussed earlier in the meeting. Mr. Iwasaki said that as result of his “Transportation in the Future” presentation to the Citizens Advisory Committee that was very well received, he was asked to make the same presentation to the Oakley City Counsel.

Commissioner Mitchoff said that she and Chair Pierce had recently met with interested parties regarding the GoMentum Station at the Concord Naval Weapons Station, and thanked Mr. Iwasaki for all of his efforts. Chair Pierce added that staff was working very closely with the City of Concord and would keep the Authority apprised of developments.

### 8.0 CALENDAR:

**8.1** Meeting Calendar: June/July/August 2015

**8.2** Calendar of Upcoming Events

### 9.0 ADJOURNMENT to Wednesday, June 17, 2015 at 6:00 p.m.
On behalf of the Chair, the meeting was adjourned at 8:04 p.m., by Commissioner Hudson following a moment of silence, to Wednesday, June 17, 2015 in memory of Will Barnes, Julie Pierce’s father.
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