



## Authority Board Meeting **MINUTES**

<b>MEETING DATE:</b>	Wednesday, January 15, 2025	
<b>MINUTES PREPARED BY:</b>	Tarienne Grover	
<b>MEMBERS PRESENT:</b>	<b>PRESENT:</b>	<b>MEMBERS ABSENT:</b>
Newell Arnerich, Chair	Colin Clarke	Carlyn Obringer, Commissioner Alt.
Diane Burgis, Commissioner	Andy Dillard	Karen Stepper, Commissioner Alt.
Ken Carlson, Commissioner	Tarienne Grover	Mark Foley, Ex-Officio Rep.
Darlene Gee, Commissioner Alt.	Timothy Haile	
Chris Kelley, Commissioner	Jack Hall	
Aaron Meadows, Commissioner	John Hoang	
Sue Noack, Commissioner/MTC Rep.	Stephanie Hu	
Rita Xavier, Commissioner Alt.	Lindy Johnson	
Candace Andersen, Ex-Officio Rep.	Brian Kelleher	
Amy Worth, Ex-Officio Rep. Alt.	Matt Kelly	
	Daniel Mermelstein	
	Hisham Noeimi	
	Ivan Ramirez	
	Ying Smith	
	Jackie Reyes	
	Sherri Sylva	
	Yuliana Tjeng	
	Jay Zhang	
	Amara Morrison, Legal Counsel	

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### 1. **CONVENE MEETING:** *Newell Arnerich, Chair*

**DISCUSSION:** Chair Arnerich convened the meeting at 6:00 PM. Commissioner Alts. Stepper and Obringer, and Rep. Foley were absent. Commissioner Gee had not yet arrived.

Chair Arnerich welcomed Rep. Andersen, and Commissioners Burgis and Xavier, as new primary members appointed to the Authority Board.

### 2. **PLEDGE OF ALLEGIANCE**

3. **PUBLIC COMMENT:** Members of the public are invited to address the Authority regarding any item that is not listed on the agenda. Please refer to the Teleconferencing Special Notice for Public Comment guidelines.

**DISCUSSION:** Debbie Toth, Choice in Aging

### 4. **PRESENTATIONS**

## CONSENT CALENDAR

**ACTION:** Commissioner Noack moved to approve the consent calendar, seconded by Commissioner Carlson. The motion was adopted by unanimous vote of the commissioners present, unless otherwise noted.

**Noes-**None

**Absent-**Commissioner Alt. Obringer, Commissioner Alt. Stepper

**Abstain-**None

**DISCUSSION:** Commissioner Kelley made comments on Consent Calendar Item 6D.

Commissioner Gee arrived at 6:04 PM.

### 5. APPROVAL OF MINUTES

- A. Authority Board Minutes of December 18, 2024

### 6. Administration & Projects Committee - Consent:

- A. Quarterly Project Status Report (QPSR) for October – December 2024

**Recommendation:** This is an informational item only; no staff recommendation at this time.

- B. Authorization to Execute a Rough Order of Magnitude arising out of General Services Administration Multiple Award Schedule Contract: 47QTCA20D00E6 with Leidos Digital Solutions, Inc. (Leidos) to Provide Customer Relationship Management Software Solutions, Training, and Support Services

**Recommendation:** Staff seeks authorization for the Chair to execute a Rough Order of Magnitude with Leidos for customer relationship management software services in the amount of \$69,986.76, including a contingency of \$10,013.24, for a total budget of \$80,000, and allow the Executive Director or designee to make any non-substantive changes to the language and approve any amendments within the contingency.

- C. Legislative Update

**Recommendation:** Staff will provide an update on legislation, along with addressing any questions that may arise. 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.

- D.** NEW ITEM: Organizational Assessment Implementation Action Plan – Leadership Team Development

**Recommendation:** Staff seeks approval of Resolution 25-04-A, which will authorize the Executive Director to utilize up to \$75,000 in Administration account funds for leadership team development services and allow the Executive Director or designee to enter into agreements within the established budget.

**7. Planning Committee - Consent:**

- A.** Approval of the City of Concord Calendar Years 2022 and 2023 Measure J Growth Management Program (GMP) Compliance Checklist

**Recommendation:** Staff seeks approval of the City of Concord’s GMP Compliance Checklist and payment of \$2,099,527 in Fiscal Year (FY) 2023-24 Local Street Maintenance and Improvement funds to the City of Concord, with a second (off-year) payment of FY 2024-25 funds on the one-year anniversary of the first payment.

- B.** Approval of the City of Brentwood Calendar Years 2022 and 2023 Measure J Growth Management Program (GMP) Compliance Checklist

**Recommendation:** Staff seeks approval of the City of Brentwood’s GMP Compliance Checklist and payment of \$1,275,306 in Fiscal Year (FY) 2023-24 Local Street Maintenance and Improvement funds to the City of Brentwood, with a second (off-year) payment of FY 2024-25 funds on the one-year anniversary of the first payment.

- C.** Approval to Issue an Annual Urban Limit Line (ULL) Policy Advisory Letter to Local Jurisdictions

**Recommendation:** Staff seeks approval to transmit an Annual ULL Policy Advisory Letter to all Contra Costa County jurisdictions.

- D.** Quarterly Project Status Report for Transportation for Livable Communities and Pedestrian, Bicycle, and Trail Facilities Projects for October – December 2024

**Recommendation:** This is an informational item only; no staff recommendation at this time.

- E.** Approval of Work Plan to Update the Congestion Management Program (CMP) for 2025

**Recommendation:** Staff seeks approval of the proposed approach, scope, and schedule for the 2025 CMP update.

**REGULAR AGENDA ITEMS**

**8. Administration & Projects Committee - Regular: None**

**9. Planning Committee - Regular:**

**A. NEW ITEM: Presentation of the Final Draft Richmond Parkway Transportation Plan**

**Recommendation:** This is an information item only; no staff recommendation at this time.

**DISCUSSION:** Matt Kelly, Principal Transportation Planner, introduced the item, and Leah Greenblat with the West Contra Costa Transportation Advisory Committee and Karina Schneider with Fehr & Peers.

Ms. Greenblat discussed the project organization and partners, technical stakeholders, and public input engagement for the Richmond Parkway Transportation Plan.

Ms. Schneider provided an overview of the project corridor, schedule, public engagement plan, goals, and priority strategies including upgrading bikeways and paths, a roadway maintenance program, upgrading and coordinating traffic signals, and discussed potential funding sources, implementation of the priority strategies, and next steps.

Commissioners provided comments. Staff, Ms. Greenblat, and Ms. Schneider responded to comments from commissioners.

**B. Approval to Proceed with a Low-Income Fare Equity (LIFE) Program and Allocation of Contra Costa County Measure X Funds to Eastern Contra Costa Transit Authority dba Tri Delta Transit (ECCTA), Central Contra Costa Transit Authority dba County Connection (CCCTA) and West Contra Costa Transit Authority dba WestCAT (WCCTA) for the Ongoing Implementation of the LIFE Program in their Service Areas for Two Additional Years**

**Recommendation:** Staff seeks approval of Resolution 25-01-G for the allocation of Contra Costa County Measure X funds in the total amount of \$880,000: \$400,000 for ECCTA, \$300,000 for CCCTA, and \$180,000 for WCCTA, to extend the LIFE Program.

**ACTION:** Commissioner Burgis moved to approve Resolution 25-01-G for the allocation of Contra Costa County Measure X funds in the total amount of \$880,000: \$400,000 for Eastern Contra Costa Transit Authority dba Tri Delta Transit, \$300,000 for Central Contra Costa Transit Authority dba County Connection, and \$180,000 for West Contra Costa Transit Authority dba WestCAT,

to extend the Low-Income Fare Equity Program, seconded by *Commissioner Meadows*. The motion was adopted by unanimous vote of the commissioners present, unless otherwise noted.

**Noes**-None

**Absent**-*Commissioner Alt. Obringer, Commissioner Alt. Stepper*

**Abstain**-None

**DISCUSSION:** Ying Smith, Director, Mobility Programs, provided an update on the LIFE programs with ECCTA, CCCTA, and WCCTA, discussed the future of the program and need for funding and continuation of the program for an additional two years.

Commissioners provided comments. Staff responded to comments from commissioners.

## 10. CORRESPONDENCE AND COMMUNICATIONS

## 11. ASSOCIATED COMMITTEE REPORTS

- A. Central County (TRANSPAC): There are no meeting reports or scheduled Board meetings for January 2025
- B. East County (TRANSPLAN): Notice of Cancellation for the regular meeting on January 9, 2025
- C. Southwest County (SWAT): Notice of Cancellation for the regular meeting on January 6, 2025
- D. West County (WCCTAC): There are no meeting reports for December 2024 (*Meeting was cancelled*)

## 12. AUTHORITY BOARD AND STAFF COMMENTS

- A. Chair's Comments and Reports

**DISCUSSION:** Chair Arnerich announced the segment on the morning news about the success of the shuttle program at Rossmoor. He further announced that he and Timothy Haile, Executive Director, were invited to speak at the Seventh Annual Autonomous Vehicles and Public Transport Conference on January 28-29, 2025, in San Francisco. Lastly, he announced that the outgoing members will be invited to the next Authority Board meeting on February 19, 2025, to recognize them for their service to the Authority.

- B. Commissioners' and Ex-Officio Representatives' Comments and Reports on Activities and Meetings

**DISCUSSION:** Commissioner Kelley discussed a Bus Rapid Transit tour that she attended in San Francisco, CA with staff from the West Contra Costa Transportation Advisory Committee.

Rep. Noack announced a final report to the legislature for the Select Committee's recommendations for a regional measure on behalf of the Metropolitan Transportation Commission.

**C. Executive Staff Comments**

**DISCUSSION:** Timothy Haile, Executive Director, discussed 2025 being a pivotal year due to new innovative projects on the highways, the cloud-based Transit Signal Priority Program, a Smart Signals program, daily operations of autonomous shuttles, Public-Private Partnership with Glydways, and CCTA 4.0. He discussed the next steps, partnership to operate mobility service and enter an operator-maintenance agreement, and how to plan, manage risks, obtain funding, and operate these vehicles into the future.

Mr. Haile further discussed the Transportation Research Board meeting in Washington, D.C. that he attended in which Matt Kelly, Principal Transportation Planner, and Stephanie Hu, Director, Projects, presented on the Innovate 680 program (express bus and Shared Mobility Hub). Lastly, he discussed the meetings in Washington D.C. regarding the National Infrastructure Project Assistance (Mega) grant and intent to have the agreement executed by January 20, 2025, survey for the Countywide Transportation Plan which was distributed and will be used to support a future Transportation Expenditure Plan, speaking engagement at the Bay Area Council Transportation Commission to highlight the work with Zoox, the success of the work being done by Waymo, and how we support these partnerships into the future.

**13. CALENDAR**

**A.** January, February, March, and April 2025

**B.** Calendar of Upcoming Events

**14. ADJOURNMENT** to the next regular meeting proposed for February 19, 2025 at 6:00 PM.

**DISCUSSION:** The meeting was adjourned at 7:28 PM.