



# SWAT

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Danville • Lafayette • Moraga • Orinda • San Ramon & the County of Contra Costa

## SUMMARY MINUTES

**October 6, 2008**

**Office of Supervisor Gayle B. Uilkema**

**Lamorinda Office**

**3338 Mt. Diablo Road**

**Lafayette, CA**

**Committee Members Present:** Candace Andersen, Town of Danville; Amy Worth, City of Orinda; Mike Metcalf, Town of Moraga; Don Tatzin, City of Lafayette

**Staff members present:** Darlene Amaral, Tai Williams, Leah Greenblat, John Cunningham, Monica Pacheco, Calvin Wong

**Others present:** Martin Engelmann, CCTA; Charles Hogle, CCTA CAC

Meeting convened with a quorum by Vice Chair Tatzin at 3:08 p.m.

1. **Call to Order/Self Introductions**
2. **Public Comment:** None.
3. **Board Member Comment:** None.
4. **Administrative Items:** Tai Williams recorded the minutes on behalf of Andy Dillard. Extra agenda packets and handouts were made available.
5. **Adoption of Agenda**  
**ACTION:** Worth/Metcalf/Unanimous
6. **Review/Approval of Minutes from September 8, 2008**  
**ACTION:** Andersen/Metcalf/Unanimous

7. **Consider Request from the City of Orinda for Reprogramming of Measure C Funds**

Committee member Don Tatzin reported that the LMPC considered and approved this request, and the item is now before SWAT for consideration and approval. The Committee approved the request to reprogram the Measure C Strategic Expenditure Plan funds from the Widening of the EB SR24/Brookwood Off-Ramp funds to a new project: Moraga Way Rehabilitation and Improvements Project.

**ACTION:** Metcalf/ Andersen/Unanimous

8. **Update on Action Plans**

Martin Engelmann reported that most of the draft Actions Plans were completed last spring, and a second draft of each were released this past summer. The outstanding Action Plan is from TRANSPAC. Subsequent to the September 15<sup>th</sup> CCTA meeting, TRANSPAC indicated that a draft Action Plan would be forthcoming (release date anticipated to be Friday, October 10<sup>th</sup>). Mr. Engelmann noted that it would allow the Countywide Transportation Plan to be released in December 2008. In light of this schedule, Committee member Tatzin requested that the draft Lamorinda Action Plan be placed on the November agenda for discussion and release.

**ACTION:** None.

9. **Review and Comment on the Measure J Implementation Guide - Proposal for Adoption**

Martin Engelmann reported that the Authority will host a workshop in November (date to be determined) to discuss the Growth Management Program and its Implementation Guide. Simultaneously, the GMP Task Force is working to streamline the guide to facilitate usability. Committee member Mike Metcalf expressed concern that Implementation Guide does not appear to explicitly exempt non-traffic related GPAs (e.g., Nose Element update) from the notification process. Committee member Andersen expressed that it would be appropriate, for purposes of full disclosure, for a sponsoring jurisdiction to send a courtesy notice to the Authority on any GPA that is being processed - with a determination as to whether that particular GPA triggers the threshold for action. After some discussion, the Committee concurred that it would be appropriate that the responsibility should rest with the lead agency processing a GPA to distribute a courtesy notification to affected agencies. A brief discussion took place with regard to the current notification requirements outlined in the Lamorinda Action Plan. Committee member Don Tatzin distributed Lafayette's formal comments on the Implementation Guide. After reviewing this correspondence to the Authority, the Committee supported Lafayette's comments.

**ACTION:** Worth/Andersen/Unanimous

10. **Review and Comment on the "Issues and Options Report" for the Update of the Countywide Bicycle and Pedestrian Plan**

Leah Greenblat, serving as SWAT representative on the Countywide Bicycle and Pedestrian Plan Advisory Committee (CBPPAC), provided a brief overview of a recent committee meeting on this subject. She noted that Tai Williams and John Cunningham were also in attendance at the committee meeting. In summary, the primary comments from this meeting are:

- A concern regarding the limited opportunity to fully discuss all of the suggestions and comments pertaining to the report;

- A concern about the usability of the latent demand maps, and whether it is appropriate to continue to expend resources to adjust these maps for accuracy;
- A concern about the policy-oriented nature of some of the language contained in the Issues & Options Report, which may not be appropriate at a countywide level and which may prevent some local jurisdictions from embracing and adopting the CBPP;
- A desire to focus the CBPP on identifying issues, and recommendations, of countywide importance (e.g., common directional bike/pedestrian signage) rather than delving into areas that are more appropriate to be resolved at a local level; and lastly
- A desire to incorporate *references* to organizations with expertise in generating Best Practices manuals, rather than duplicating the effort to incorporate Best Practices text in the body of the CBPP.

Committee member Mike Metcalf inquired as to whether the CBPP could address issues related to safety (e.g., a process for addressing vehicle/pedestrian conflicts) and support education efforts related to enforcement. Committee member Amy Worth expressed that there should be a clear mechanism for local jurisdictions to add projects to CBPP on a regular basis in an effort to ensure that new and innovative projects are eligible for funding.

**ACTION:** The TAC will forward these comments to the CBPPAC. The Committee requested that the TAC provide an updated report on the CBPP at the next SWAT meeting.

11. **Written Communication, Items of Interest, Outgoing Communication – Consider Actions as Appropriate**

Committee member Amy Worth noted that the Transit Ticket Program is a part of the SWAT's TDM Budget, and relayed that County Connection will be faced with significant budget cuts, which will likely result in service reduction. She expressed that this upcoming issue would likely affect all SWAT jurisdictions and would be an appropriate issue to weigh in on.

**ACTION:** None.

12. **Discussion: Next Agenda**

**ACTION:** The Committee requested that the comments on the Lamorinda Action Plan and status update on the Countywide Bicycle and Pedestrian Plan be included on the November agenda.

13. **Adjourn to November 3, 2008** which will be held at Supervisor Uilkema's Lamorinda Office in Lafayette.

**ACTION: Meeting adjourned at approximately 3:50 p.m.**

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