



CONTRA COSTA  
**transportation  
authority**

COMMISSIONERS

November 2, 2011

David Durant, Chair

Don Tatzin,  
Vice Chair

Janet Abelson

Genoveva Calloway

Jim Frazier

Federal Glover

Dave Hudson

Karen Mitchoff

Julie Pierce

Karen Stepper

Robert Taylor

Randell H. Iwasaki,  
Executive Director

Hon. Gayle Uilkema  
Board of Supervisors, District 2  
Chair of the Board of Supervisors  
651 Pine Street, Rm 108 A  
Martinez, CA 94553

Subject: Appointment to Countywide Bicycle and Pedestrian Advisory  
Committee

Dear Chair Uilkema:

The Contra Costa Transportation Authority first established the Countywide Bicycle and Pedestrian Plan Advisory Committee (CBPAC) to help oversee the preparation of its first Countywide Bicycle and Pedestrian Plan (CBPP), which was adopted in December 2003. Since that time the CBPAC has helped review and recommend applications for funding bicycle and pedestrian projects, review complete streets checklist required by MTC, and oversaw the development of the 2009 update to the CBPP. The Authority expects the CBPAC to continue its role in implementing the Authority's bicycle and pedestrian policies and advising it on funding decisions, including making recommendations on funding through the Measure J Pedestrian, Bicycle and Trail Facilities program, and on issues affecting walking and bicycling in Contra Costa and the region.

The advisory committee is composed of representatives from the following agencies and organizations:

- One citizen and one staff person plus one alternate appointed by each of the four Regional Transportation Planning Committees
- One staff person plus one alternate appointed by the County of Contra Costa
- One representative plus one alternate appointed by the East Bay Regional Park District
- One citizen representative plus one alternate appointed by the East Bay Bicycle Coalition
- Two citizen representatives appointed by the Authority, one familiar bicycling and walking issues affecting youths and one familiar with bicycling and walking issues affecting seniors and people with disabilities

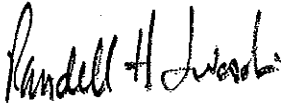
We are now writing to ask that your organization reaffirm its current appointments to the advisory committee or appoint a new member or members.

The attached CBPAC by-laws outline the role of the committee and the responsibilities of its members. Members are appointed for two year terms. There is no limit on the number of consecutive terms that a member may serve.

CBPAC meetings are generally scheduled for 11:00 a.m. on the fourth Monday of every other month beginning in January. Meetings, however, may be added or cancelled depending on need. Because the committee is made up of both citizens and public agency staff, members will need to have a certain amount of flexibility in meeting times. While the committee has recently met most frequently at lunch, it has also met in the late afternoon and early evening.

If you have any further questions, please call Brad Beck, Senior Transportation Planner, at (925) 256-4726.

Sincerely,

A handwritten signature in black ink, appearing to read "Randell H. Iwasaki". The signature is fluid and cursive, with the first name being the most prominent.

Randell H. Iwasaki  
Executive Director

Attachments: Countywide Bicycle and Pedestrian Advisory Committee List  
CBPAC Bylaws Adopted, 10/19/2011

cc: John Cunningham, Contra Costa County

File: 01.07.03