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transportation
authority

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Executive Director

October 15, 2015

Hon. John Gioia
Chair of BOS District I
11780 San Pablo Ave. Suite D
El Cerrito, CA 94530

Subject: Appointment to the Countywide Bicycle and Pedestrian Advisory
Committee (CBPAC) for Two Year Term Beginning January 1, 2016

Dear Chair Gioia,

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 oversee 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 Bike East Bay
- Two citizen representatives appointed by the Authority, one familiar with bicycling and walking issues affecting youths and one familiar with bicycling and walking issues affecting seniors and people with disabilities

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

According to the CBPAC by-laws, which 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.

CCTA's adopted Conflict of Interest Code requires advisory committee members to file with CCTA a California Fair Political Practices Commission (FPPC) Form 700 – Statement of Economic Interests. Form 700 statements are due within 30 days of assuming office and leaving office, and annually by April 1st. Committee members should be aware that these are public documents. Additional information regarding the Form 700 may be obtained from the FPPC's website at www.fppc.ca.gov.

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,



Randell H. Iwasaki
Executive Director