



**Contra  
Costa  
County**

To: Board of Supervisors  
From: John Kopchik, Director, Conservation & Development Department  
Date: September 8, 2020

Subject: Report on FY 2020/21 Budgets for the Congestion Management Agency and the Regional Transportation Planning Committees

**RECOMMENDATION(S):**

APPROVE the Fiscal Year 2020/21 budget for the Congestion Management Agency (CMA), a function performed by the Contra Costa Transportation Authority (Authority), and APPROVE FY 2020/21 County contributions of \$96,573 to the Congestion Management Agency and \$97,601 to the Regional Transportation Planning Committees that assist with implementing Measure J (2004), as required by prior agreements.

**FISCAL IMPACT:**

No impact to the General Fund. The County contributions to the Congestion Management Agency and the Regional Transportation Planning Committees are accounted for and funded from the annual operating budgets approved by the Board of Supervisors for the Public Works Department and the Department of Conservation and Development, using gas tax and Measure J Return-to-Source revenue.

**BACKGROUND:**

The agreement that created the County's Congestion Management Agency (CMA) requires referral of its budget to member jurisdictions. The Regional Transportation Planning

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY

☐ RECOMMENDATION OF BOARD

ADMINISTRATOR

COMMITTEE

Action of Board On: **09/08/2020** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, District I Supervisor  
Candace Andersen, District II Supervisor  
Diane Burgis, District III Supervisor  
Karen Mitchoff, District IV Supervisor  
Federal D. Glover, District V Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: September 8, 2020

David Twa, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

Contact: Robert Sarmiento  
(925) 674-7822

cc:

Committees (RTPCs) were established by the County and the cities to facilitate cooperative multi-jurisdictional transportation planning in the four subregions of the County, pursuant to the Measure J Transportation Improvement and Growth

## BACKGROUND: (CONT'D)

Management Program. Some RTPCs require member jurisdictions to review their proposed annual budgets. The Board of Supervisors takes this action annually.

This Board Order also recommends approval of the budgeted financial contribution from Contra Costa County to the CMA and the RTPCs for FY 2020/21, as required by agreements creating these entities.

Exhibit "A" compares the FY 2020/21 CMA and RTPC budgets and the proposed County contribution to these entities to prior years. The sub-headings below explain the budgets for each Agency/Committee in further detail.

### **Contra Costa Transportation Authority (Authority)**

The Authority was created in 1988 to manage funds generated by a special half-cent transportation sales tax ("Measure C"), which was approved by voters to fund local transportation projects. The Authority also administers the related voter-approved growth management program requirements. Measure J extended this sales tax and growth management program to 2034. In 1992, the County and local cities entered into a Joint Powers Agreement to designate the Authority as the County's CMA, pursuant to Proposition 111 (1990). Although California law no longer requires each county to have a designated CMA, the local jurisdictions have continued to support the CMA to facilitate the receipt and expenditure of state and federal transportation funds administered by the Metropolitan Transportation Commission (MTC).

Contra Costa County's annual contribution to the CMA is based on two components: 1) the formula [population and road miles] used by the State to distribute Proposition 111 gas tax revenue to cities and counties, and 2) the amount of state and federal revenue received by the Authority to fund CMA functions. The Authority primarily uses federal (Surface Transportation Program, Congestion Mitigation and Air Quality) and state (State Transportation Planning, Programming, and Monitoring Program) revenues to fund CMA activities. However, if these revenues are insufficient, member agencies contribute the balance based on the aforementioned formula. As noted in the attached spreadsheet, local contributions are estimates due to the inability to accurately project fluctuating federal and state revenues.

For FY 2020/21, the Authority's overall budget is \$205,223,483. The Authority's Budget for FY 2020/21 for its CMA function is \$3,607,773. The County contribution is \$96,573, a \$99,676 decrease from the previous fiscal year's \$196,249 contribution (approximately a 51% decrease). The CMA budget was circulated to the Public Managers Association, which approved it in April 2020. The highlights of the Planning/CMA budget include:

- \* \$300,000 for the East County Integrated Transit Study;
- \* \$200,000 for the SR4 Express Lane Design Alteration Analysis;

- \* \$150,000 for the San Pablo Avenue Multimodal (Alameda County Transportation Commission/West Contra Costa Transportation Advisory Committee Cooperative Agreement No. 18W.02);
- \*\$425,000 for CMP support, modeling and monitoring;
- \*\$300,000 for Model Maintenance & Consistency and Bicycle & Pedestrian Plans;
- \*\$100,000 for the Community-Based Transportation Plan; and
- \*\$25,000 for PDA-related planning studies managed by the Authority on behalf of MTC.

### **Southwest Area Transportation (SWAT) Committee**

SWAT is the RTPC established for the jurisdictions within the San Ramon Valley and the Lamorinda area. Administrative support, currently provided by contracting with the City of San Ramon, consists of compiling and distributing agendas, staff support at Committee meetings, providing summaries of each meeting, and coordinating the SWAT Technical Advisory Committee. SWAT is funded by equal contributions from the six participating jurisdictions. At the beginning of each billing period, which mirrors the fiscal year, SWAT provides an estimated annual budget and member jurisdiction dues. However, SWAT is unique among the RTPCs in that the jurisdictions are billed the actual annual member dues at the end of the billing period for the prior fiscal year. For FY 2019/20, the actual SWAT budget was \$28,645, and the actual County contribution is \$4,775. For FY 2020/21, the proposed SWAT budget and the County contribution will be \$33,700 and \$5,617, respectively.

### **Transportation Partnership and Cooperation (TRANSPAC) Committee**

TRANSPAC is the RTPC established for the jurisdictions in North-Central Contra Costa. A Managing Director, who is contracted by TRANSPAC, provides administrative support. For FY 2020/21, the TRANSPAC budget is \$406,500. This budget amount includes \$260,000 for administrative costs, a \$122,000 project reserve set aside for the future "I-680/Monument Boulevard Bicycle and Pedestrian Improvement Feasibility Study", and a \$24,500 contingency. Half of the annual total member jurisdiction dues to TRANSPAC is apportioned equally to the six participating jurisdictions, while the other half is apportioned based on the jurisdictions' share of population and road mileage in the TRANSPAC area. For FY 2020/21, the County member contribution is \$32,245.

### **Transportation Planning Committee for East Contra Costa County (TRANSPLAN)**

TRANSPLAN Committee is the RTPC established for jurisdictions in Eastern Contra Costa. The Department of Conservation and Development provides the administrative support to the TRANSPLAN Committee, pursuant to a joint powers agreement that funds staff time and materials. The budget provides for administrative support to the TRANSPLAN Committee and its technical advisory committee, staff support to represent the Committee before other entities, and the ability to carry out the decisions of the Committee. The budget is funded by equal contributions from the five participating jurisdictions. The total FY 2020/21 TRANSPLAN budget is \$54,043, and the County contribution is \$10,809.

### **Tri-Valley Transportation Council (TVTC)**

TVTC, consisting of Contra Costa County and Alameda County jurisdictions in the Tri-Valley area, adopted a Joint Exercise of Powers (JEPA) agreement in 2013, formally establishing it as an independent entity. Responsibility for administrative support rotates every two years among the participating jurisdictions. The TVTC budget for FY 2020/21 is \$256,440, which consists of \$59,010 for administrative costs and \$197,430 for special studies. Budget revenues are generated from an average annual 1% "set aside" of the subregional transportation development impact fees and cover the agency's normal operating expenditures. Thus, the County does not contribute to TVTC.

### **West Contra Costa Transportation Advisory Committee (WCCTAC)**

WCCTAC is the RTPC established for jurisdictions and transit agencies in West Contra Costa. WCCTAC has its own dedicated staff, headed by an executive director. WCCTAC's full budget consists of the budget for WCCTAC Operations (Advisory Committee), WCCTAC Traffic Demand Management (TDM), and WCCTAC Sub-regional Transportation Mitigation Program (STMP). The FY 2020/21 full budget for WCCTAC is \$4,662,624.

Member jurisdiction dues support WCCTAC Operations. WCCTAC consists of nine member jurisdictions, each with one seat/vote, except the City of Richmond, which has three, for eleven total seats/votes. The member jurisdiction dues are determined by dividing the WCCTAC Operations budget (after deductions from other funding sources) by the number of seats held; therefore, the County pays one-eleventh (9.1%) of WCCTAC's Operations budget. The FY 2020/21 Operations budget for WCCTAC is \$629,852, and the County member contribution is \$48,930.

### **CONSEQUENCE OF NEGATIVE ACTION:**

If not accepted, County staff will have no direction on how to fulfill fiscal and policy obligations relative to funding the Congestion Management Agency and the Regional Transportation Planning Committees.

### **ATTACHMENTS**

Exhibit A: FY 2020/21 CMA/RTPC Budget/County Contribution