



# SPECIAL TECHNICAL ADVISORY COMMITTEE MEETING NOTICE & AGENDA

**DATE & TIME: MONDAY, December 13, 2021 • 11:00 AM – 12:30 PM**

**REMOTE ACCESS:** <https://us02web.zoom.us/j/7321058840?pwd=c1dMVjJydl-BoYk0yYWVlZWVlWHZ4Zz09>

**MEETING ID#: 732 105 8840**

**PASSWORD (if requested): WCCTAC2020**

### Remote Participation Only

As a result of the COVID-19 public health emergency, including the County Health Officer and Governor’s directives, **there will be no physical location for the TAC Meeting.** TAC members will attend via teleconference and members of the public are invited to attend the meeting and **participate remotely.**

Pursuant to the Governor’s Executive Order N-29-20, TAC members: Yvetteh Ortiz, Mike Roberts, Denee Evans, Alan Panganiban, Rob Thompson, Nathan Landau, Jamar Stamps, Misha Kaur, and Ricki Wells may be attending this meeting via teleconference, as may WCCTAC Alternate TAC Members. Any votes conducted during the teleconferencing session will be conducted by roll call.

The public may observe and address the WCCTAC TAC in the following ways:

### Phone Participation

Dial one of the following numbers, enter the participant PIN followed by # to confirm:

+1 669 900 6833

Meeting ID: 732 105 8840

Password: 066620

### Public Comment

Members of the public may address the TAC during the initial public comment portion of the meeting or during the comment period for agenda items.

Participants may use the chat function on Zoom or physically raise their hands to indicate if they wish to speak on a particular item.

**Written Comment** (accepted until the start of the meeting, unless otherwise noted on the meeting agenda). Public comments received by 5:00 p.m. on the weekday evening before the TAC meeting date will be provided to the WCCTAC TAC and heard before TAC action. Comments may be submitted by email to [lgreenblat@wcctac.org](mailto:lgreenblat@wcctac.org)

El Cerrito

Hercules

Pinole

Richmond

San Pablo

Contra Costa  
County

AC Transit

BART

WestCAT

Comments may also be submitted via e-mail to [lgreenblat@wcctac.org](mailto:lgreenblat@wcctac.org) at any time prior to closure of the public comment portion of the item(s) under consideration. All written comments will be included in the record.

Reading of Public Comments: WCCTAC staff will read aloud email comments received during the meeting that include the subject line "FOR THE RECORD" as well as the item number for comment, provided that the reading shall not exceed three (3) minutes, or such other time as the TAC may provide.

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1. **CALL TO ORDER and MEMBER ROLL CALL**

*Estimated Time\**: **11:00 AM**, (5 minutes)

2. **PUBLIC COMMENT**

*Estimated Time\**: **11:05 AM**, (5 minutes)

*The public is welcome to address the TAC on any item that is not listed on the agenda. Please fill out a speaker card and hand it to staff. Please limit your comments to 3 minutes. Pursuant to provisions of the Brown Act, no action may be taken on a matter unless it is listed on the agenda, or unless certain emergency or special circumstances exist. The WCCTAC TAC may direct staff to investigate and/or schedule certain matters for consideration at a future TAC meeting.*

3. **SPECIAL AGENDA ITEMS**

A. **West County Action Plan and Countywide Transportation Plan Updates**

*Description:* PlaceWorks, on behalf of CCTA, will present a status report on the Action Plan Updates and Countywide Transportation Plan Update. At this meeting, the TAC will review the existing goals and regional routes in the current WCCTAC Action Plan, identify gaps, and recommend revised and new goals and regional routes to address these gaps. The consultant will also present the Action Plan outline and key definitions for the Update. The attachments include a:

1. Memo with Proposed Action Plan Definitions and a Proposed Outline
2. Memo with Existing and Proposed Revised Goals
3. Map of Bicycle and Pedestrian Facilities Map
4. Map of Regional Transit Routes
5. Map of Routes of Regional Significance.

*Recommendation:* Provide feedback on the draft materials.

*Attachment:* Yes

*Presenter/Lead Staff:* David Early, Lindsey Klein and Toshina Wilson, PlaceWorks

*Estimated Time\**: **11:10 AM**, (75 minutes)

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\* Estimated time for consideration is given as a service to the public. Please be advised that an item on the agenda may be considered earlier or later than the estimated time.

#### 4. STANDING ITEMS

##### A. Staff and TAC Member Announcements

*Description:* TAC members or WCCTAC staff can make general comments or announcements.

*Recommendation:* Receive update.

*Attachment:* No

*Presenter/Lead Staff:* WCCTAC Staff and TAC Members

*Estimated Time\*:* **12:25 PM** (5 minutes)

#### 5. ADJOURNMENT

*Description / Recommendation:* Adjourn to the next regularly scheduled meeting of the TAC on Thursday, January 13, 2022. (The next regular meeting of the WCCTAC Board is Friday, January 28, 2022.) These dates are subject to Board approval of the 2022 meeting calendar.

*Estimated Time\*:* **12:30 PM**

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- In compliance with the Americans with Disabilities Act of 1990, if you need special assistance to participate in the WCCTAC TAC meeting, or if you need a copy of the agenda and/or agenda packet materials in an alternative format, please contact Valerie Jenkins at 510.210.5930 prior to the meeting.
- If you have special transportation requirements and would like to attend the meeting, please call the phone number above at least 48 hours in advance to make arrangements.
- Handouts provided at the meeting are available upon request and may also be viewed at WCC-TAC's office.
- Please refrain from wearing scented products to the meeting, as there may be attendees susceptible to environmental illnesses. Please also put cellular phones on silent mode during the meeting.
- A meeting sign-in sheet will be circulated at the meeting. Sign-in is optional.

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## MEMORANDUM

DATE December 3, 2021  
TO Matt Kelly and John Hoang  
Contra Costa Transportation Authority  
FROM David Early and Torina Wilson, PlaceWorks  
SUBJECT Draft Action Plan Definitions and Outline

This memorandum includes the proposed definitions of terms and the proposed outline to be used for the Action Plan Updates.

### Proposed Action Plan Definitions

- **Goal:** A goal is a statement that describes in general terms a condition or quality of service desired that is in line with the policies. For example, a common goal from past Action Plans was to “provide and encourage the use of alternatives to the single-occupant auto.” This goal would be in line with a policy that calls for “an efficient transportation system.”
- **Policy:** The policies of an Action Plan help guide its overall direction. Decisions regarding investments, program development, and development approvals are based on these policies.
- **Action:** Actions are the specific programs or projects that are recommended for implementation to meet the RTOs set forth in the Action Plan. The responsibility of carrying out the actions may fall to an individual local jurisdiction, to the Regional Committee as a whole, to CCTA, or to another agency such as Caltrans. All actions are either Projects or Programs (defined below), and shall be organized as such in each Action Plan.
- **Project:** Projects are Actions that involve the development, structural modification, or redevelopment of infrastructure, commercial uses, industrial uses, residential uses, or other properties. Projects may include clearing or land grading, improvements to existing structures, construction activities, and other activities requiring public agency issuance of a construction permit.
- **Program:** Programs are Actions that do not involve construction and instead involve education, research, funding or other non-construction activities and are carried out in response to adopted policy to achieve a specific goal or objective.
- **Route of Regional Significance:** Routes of Regional Significance are roadways, transit routes or facilities, and bike or pedestrian routes or facilities that connect two or more subareas of Contra Costa, cross County boundaries, carry significant through traffic, and/or provide access to a regional center, a regional highway or a transit facility. These routes provide vital connections that support economic and recreational activities throughout the County.

- **Regional Transportation Objective (RTO):** RTOs are specific, quantifiable objectives that describe a desired level of performance for a component of the transportation system. They were previously referred to as Multimodal Transportation Service Objectives (MTSOs), but have been renamed because they cover more topics than individual modes, and because not all of them refer to service levels. An RTO consists of a Metric and a Standard.
- **Metric:** The unit of measurement by which an RTO is measured, such as “Level of Service,” “Delay” or “Vehicle Miles Traveled per Capita.”
- **Standard:** The level or increment of a metric that is required by an RTO. For example, the Standard for Level of Service might be “D,” and the Standard for VMT per Capita might be “20 trips per person per day.”

## Proposed Action Plan Outline

1. Introduction
  - a. The Measure J Transportation and Growth Management Program
  - b. Action Plan Purpose
  - c. Routes of Regional Significance: Definition and Usage in this Action Plan
  - d. Action Plan Chapters
  - e. Definition of Terms
  
2. Current Conditions, Trends and Travel Patterns
  - a. Population and Employment Conditions and Forecasts
  - b. Commute Patterns and Traffic Forecasts
    - i. Roadways
      1. Traffic Volumes and Conditions
      2. VMT
      3. Traffic Speed and Delay
      4. Recently Completed and On-Going Actions
    - ii. Transit
      1. Existing Facilities
      2. Service Levels
      3. Recently Completed and On-Going Actions
    - iii. Bike and Pedestrian Facilities
      1. Existing Facilities
      2. Recently Completed and On-Going Actions
  - c. Safety Trends and Forecasts
  - d. Climate Change and GHG Trends and Forecasts
  - e. Equity Concerns
  - f. Conclusions from Existing Transportation Conditions

3. Action Plan Goals
  - a. Roadway Routes of Regional Significance
  - b. Transit Routes of Regional Significance
  - c. Bike and Pedestrian Routes of Regional Significance
  - d. Safety
  - e. Climate Change
  - f. Equity
  
4. Roadway Routes of Regional Significance
  - a. Policies
    - i. Gateway Constraints Policies (in some subareas)
  - b. RTOs
  - c. Actions Needed to Achieve RTOs (projects or programs)
  - d. Preliminary Analysis Results of Actions
  
5. Transit Routes of Regional Significance
  - a. Policies
  - b. RTOs
  - c. Actions Needed to Achieve RTOs (projects or programs)
  - d. Preliminary Analysis Results of Actions
  
6. Bike and Pedestrian Routes of Regional Significance
  - a. Policies
  - b. RTOs
  - c. Actions Needed to Achieve RTOs
  - d. Preliminary Analysis Results of Actions
  
7. Safety
  - a. Policies
  - b. RTOs
  - c. Actions Needed to Achieve RTOs (projects or programs)
  - d. Preliminary Analysis Results of Actions
  
8. Climate Change
  - a. Policies
  - b. RTOs
  - c. Actions Needed to Achieve RTOs (projects or programs)

- d. Preliminary Analysis Results of Actions
9. Equity
- a. Policies
  - b. RTOs
  - c. Actions Needed to Achieve RTOs (projects or programs)
  - d. Preliminary Analysis Results of Actions
10. Financial Outlook/Financial Plan *[note: final outline of this section TBD.]*
- a. Overview
  - b. Sub-Regional Transportation Impact Fee *(This may not be a section that applies to all subareas)*
  - c. Shared Facilities
  - d. Subregional Transportation Mitigation Program (STMP) *(This may not be a section that applies to all subareas)*
  - e. Local Traffic Fees in Subarea Jurisdictions
11. Procedures for Notification, Review, and Monitoring /Plan Implementation, Monitoring, and Review
- a. Role of Sub-Area Transportation Committee *(TVTC, LMPC, TRANSPLAN, TRANSPAC, WCCTAC)*
  - b. Circulation of Environmental Documents
  - c. Review of General Plan Amendments
  - d. Schedule for Action Plan Review
  - e. Implications for Compliance with the Measure J Growth Management Program (GMP)
  - f. Regional Traffic Management and Conflict Resolution

Appendix A: RTO Values for Observed and Forecasted Conditions

Appendix B: Summary of Actions (by Route or similar)

Appendix C: RTO Calculation and Values

## MEMORANDUM

DATE December 13, 2021

TO WCCTAC Technical Advisory Committee Members

FROM David Early, Principal, PlaceWorks  
Torina Wilson, Associate I, PlaceWorks

SUBJECT Existing and Proposed Revised Goals for the West County Action Plan and Action Plan Update

This memorandum outlines the existing goals adopted as part of the West County Action Plan, along with recommended revisions to the goals. The proposed revisions to existing goals reflect feedback received at and since the first round of Action Plan Update Technical Advisory Committee meetings with WCCTAC on November 18, 2021.

### Existing Goals

There are ten existing goals in the West County Action Plan, as follows:

1. Provide efficient and effective local and regional transit services.
2. Expand high-capacity transit in West County.
3. Increase use of active transportation modes.
4. Complete and expand the regional trail system.
5. Implement Complete Streets enhancements identified in local plans.
6. Pursue and sponsor transportation demand management programs to reduce single-occupant vehicle travel.
7. Actively manage growth to support regional land use and transportation goals.
8. Improve the efficiency of highway and arterial operations.
9. Maintain existing transportation facilities in adequate condition to provide safe and effective service.
10. Support and improve quality of life in communities impacted by rail transport.

## Proposed Revisions to Existing Goals

- Revise Goal 1 to include reference to Integrated Corridor Management (ICM) as reflected in the 2020 TEP and other CCTA documents, worded as: “Use the principles of Integrated Corridor Management (ICM) to provide efficient and effective local and regional transit services.”
- Revise Goal 2 to reflect a “transit-first” priority as reflected in the 2020 TEP and other CCTA documents, worded as: “Place transit first to expand high-capacity transit in West County.”
- Rewrite Goal 6 to cover a variety of reductions in SOV use and VMT, worded as: “Decrease single-occupant vehicle travel and VMT.”
- Revise Goal 9 to become two goals, one focused on maintenance and one focused on safety, worded as:
  - “Maintain existing transportation facilities in adequate condition.”
  - “Ensure a safe transportation system for all modes of travel.”

## New Goals

New goals will need to be added to all RTPC Action Plans to reflect revisions to the Measure J Growth Management Program. These revisions include adding goals related to safety, climate change, and equity. Additionally, the WCCTAC, along with CCTA staff and other RTPC TAC members, have expressed a desire to increase language and policy direction related to transportation innovation and new technology. Therefore, we propose the following additional goals for the West County Action Plan:

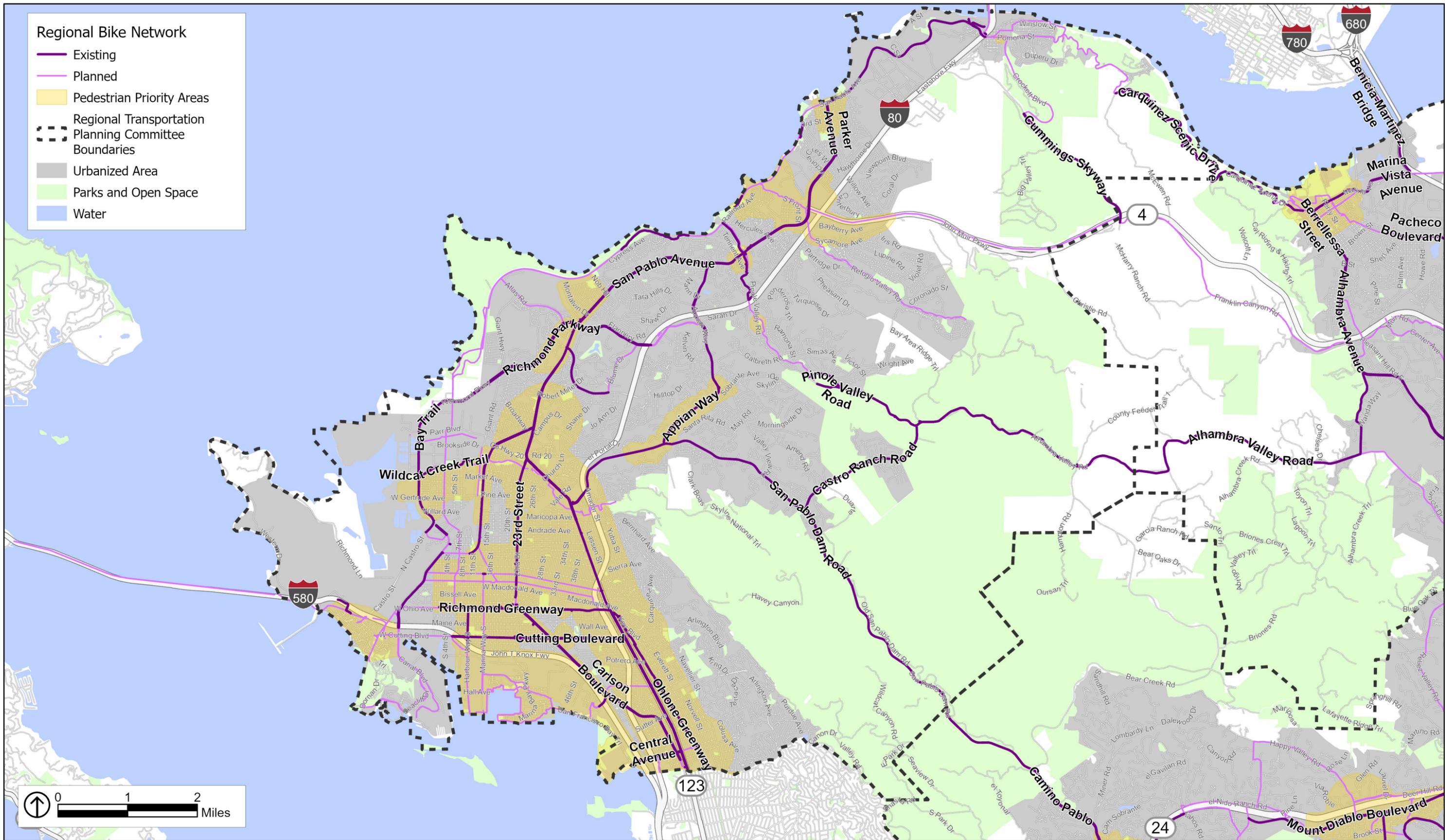
- Minimize the impacts of the transportation system on the climate.
- Ensure the transportation system is resilient in the face of climate change.
- Continue the process of innovation and the development of new technologies in transportation.

## Summary

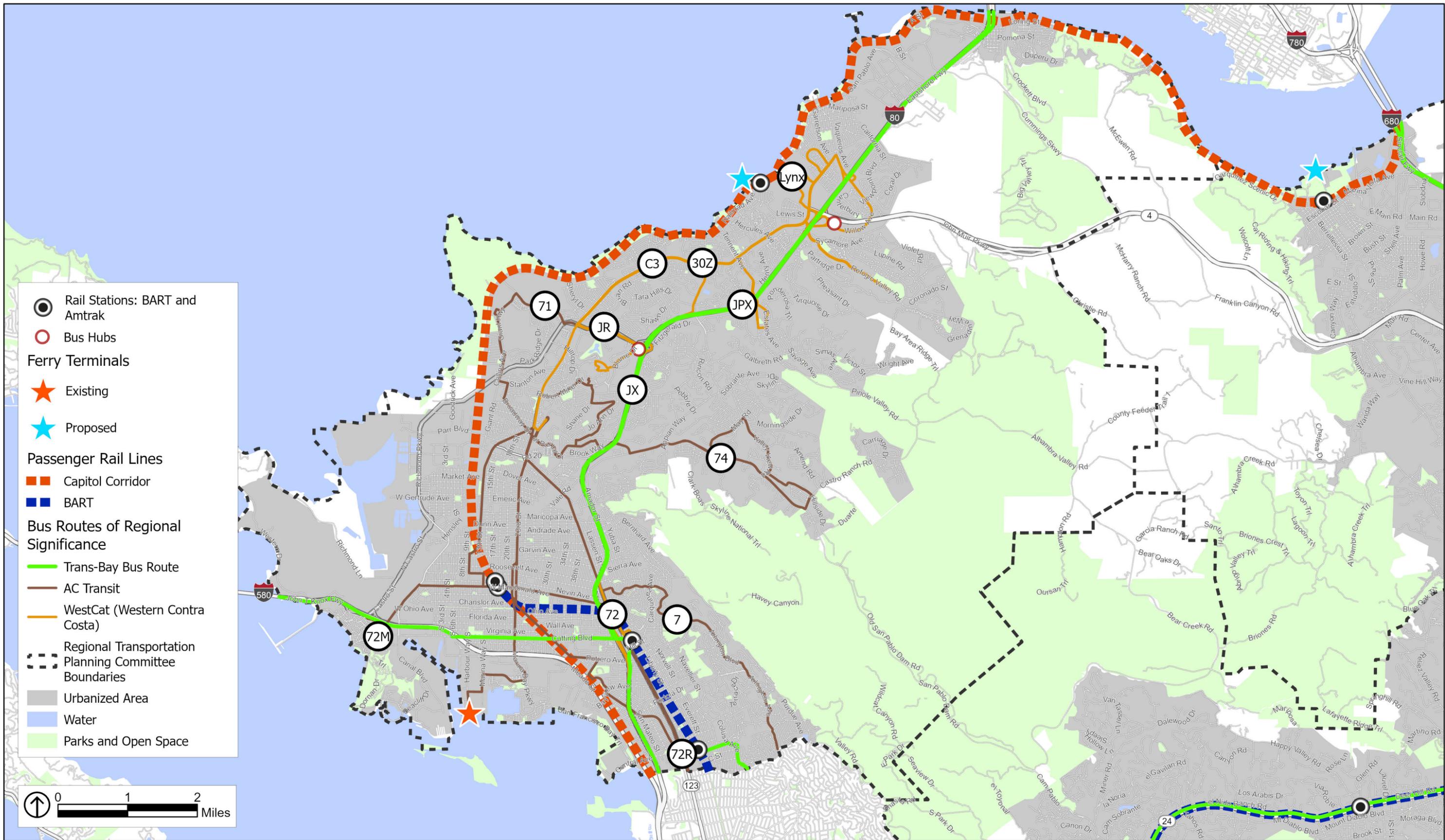
With the changes described above, the new West County Action Plan would have a total of 13 goals, as follows:

1. Use the principles of Integrated Corridor Management (ICM) to provide efficient and effective local and regional transit services.
2. Place transit first to expand high-capacity transit in West County.
3. Increase use of active transportation modes.

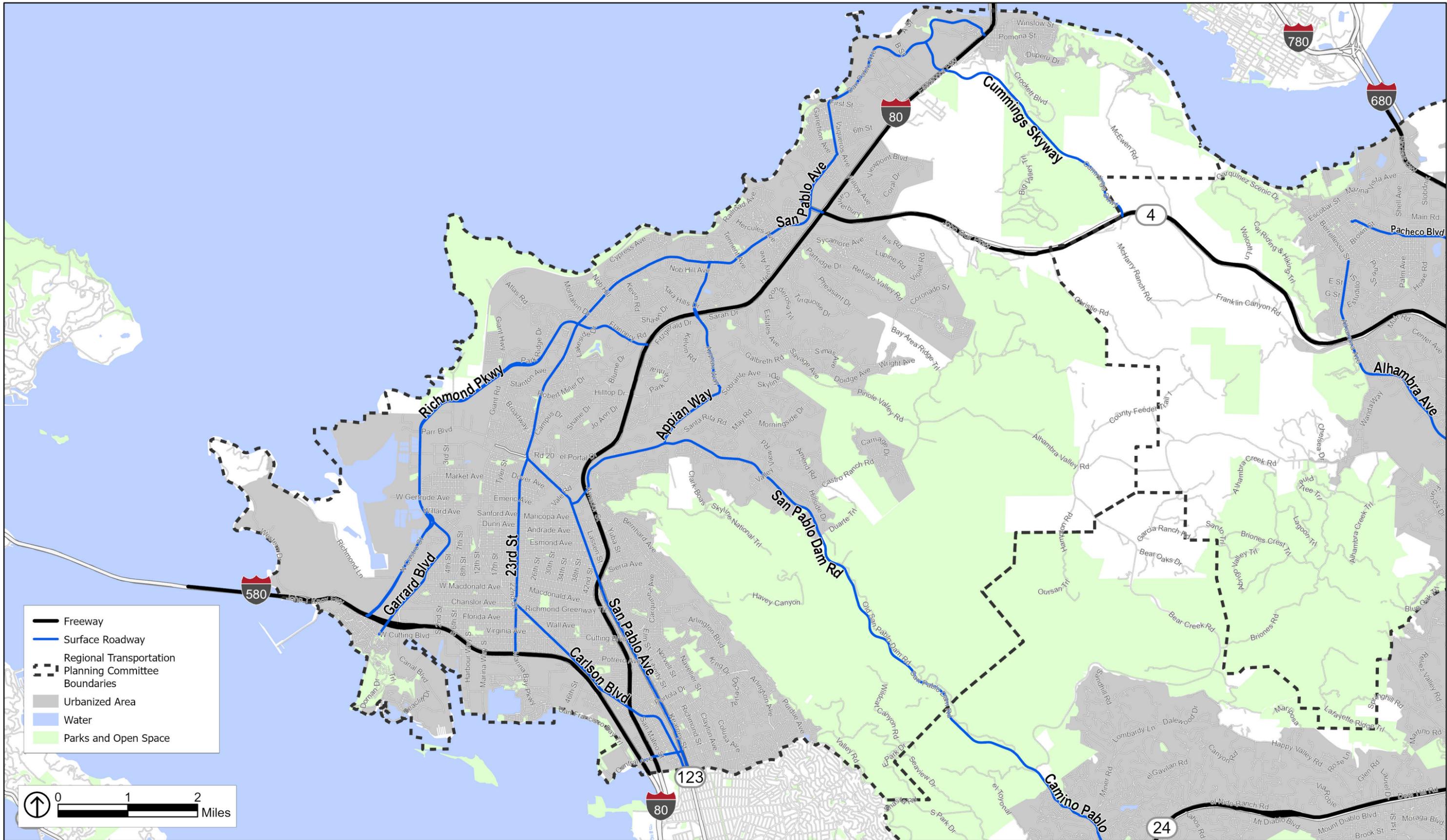
4. Complete and expand the regional trail system.
5. Implement Complete Streets enhancements identified in local plans.
6. Decrease single-occupant vehicle travel and VMT.
7. Actively manage growth to support regional land use and transportation goals.
8. Improve the efficiency of highway and arterial operations.
9. Maintain existing transportation facilities in adequate condition.
10. Ensure a safe transportation system for all modes of travel.
11. Minimize the impacts of the transportation system on the climate.
12. Ensure the transportation system is resilient in the face of climate change.
13. Continue the process of innovation and the development of new technologies in transportation.



Source: ABAG/MTC, 2021, 2019; CCTA, 2021; ESRI, 2021; PlaceWorks, 2021.



Source: ABAG/MTC, 2021; CCTA, 2021; ESRI, 2021; PlaceWorks, 2021.



Source: CCTA, 2021; ESRI, 2021; PlaceWorks, 2021.

ROUTES OF REGIONAL SIGNIFICANCE (ROADWAYS): WCCTAC