



TECHNICAL ADVISORY COMMITTEE MEETING NOTICE & AGENDA

DATE & TIME: Thursday, January 13, 2022 • 9:00 AM – 11:00 AM

REMOTE ACCESS: <https://us02web.zoom.us/j/7321058840?pwd=c1dMVjJyd1-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, Sanjay Mishra, Denee Evans, Alan Panganiban, Rob Thompson, Nathan Landau, Jamar Stamps, and Priya Mathur 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 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 creilly@wcctac.org

Comments may also be submitted via e-mail to creilly@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.

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

Estimated Time: 9:00 AM, (5 minutes)*

2. **PUBLIC COMMENT**

Estimated Time: 9:05 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. **CONSENT CALENDAR**

Estimated Time: 9:10 AM, (5 minutes)*

A. Minutes from November 18, 2021

Recommendation: Approve as presented

Attachment: Yes

B. Minutes from December 13, 2021

Recommendation: Approve as presented

Attachment: Yes

4. **REGULAR AGENDA ITEMS**

A. WCCTAC Funding for AC Transit Bus Shelter Maintenance

Description: The TAC is being asked to consider the use of flexible, Measure J 28b funds to cover the cost of AC Transit bus shelter maintenance for one year in El Cerrito, Richmond, and San Pablo.

Recommendation: Provide a recommendation to the WCCTAC Board.

Attachment: Yes

Presenter/Lead Staff: John Nemeth, WCCTAC Executive Director

Estimated Time: 9:15 AM, (15 minutes)*

B. West County Action Plan Update

Description: CCTA, and their consultant team from Placeworks, will continue gathering feedback from the TAC as part of the Action Plan Update.

Recommendation: Receive information, comment as needed, and develop any needed recommendations to the WCCTAC Board.

Attachment: Yes

Presenter/Lead Staff: Matt Kelly, CCTA Staff; Lindsey Klein, Placeworks

Estimated Time:* **9:30 AM**, (80 minutes)

5. STANDING ITEMS

A. Technical Coordinating Committee (TCC) Report

Description: TCC representatives will report on the last TCC meeting.

Recommendation: None.

Attachment: No

Presenter/Lead Staff: WCCTAC's TCC Representatives & WCCTAC Staff

Estimated Time:* **10:50 am**, (5 minutes)

B. 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:* **10:55 am**, (5 minutes)

6. ADJOURNMENT

Description / Recommendation: Adjourn to the next regularly scheduled meeting of the TAC on Thursday, February 10, 2022. The next meeting of the WCCTAC Board is Friday, January 28, 2022.

Estimated Time:* **11:00 am**

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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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El Cerrito

Hercules

Pinole

Richmond

San Pablo

Contra Costa
County

AC Transit

BART

WestCAT

WCCTAC TAC Meeting Action Minutes

MEETING DATE: November 18, 2021

MEMBERS PRESENT: Jamar Stamps, Contra Costa County; Yvetteh Ortiz, El Cerrito; Mike Roberts and Robert Reber, Hercules; Ricki Wells, BART; Denee Evans, Richmond; Jimmy Zhou, San Pablo; Misha Kaur, Pinole; Allan Panganiban, San Pablo; Nathan Landau, AC Transit.

GUESTS: Matt Kelly, CCTA; David Early and Lindsey Klein, Placeworks;

STAFF PRESENT: John Nemeth, Coire Reilly, Joanna Pallock, Leah Greenblat

ACTIONS LISTED BY: WCCTAC Staff

ITEM	ITEM/DISCUSSION	ACTION/SUMMARY
1.	Call to Order	The meeting was called to order at 9:02 AM
2.	Public Comment	None.
3.	Consent Calendar: a. Action Minutes from September 9, 2021– Approve as presented.	Stamps moved, Kaur seconded, and the motion to approve the Consent Calendar was approved.
Regular Agenda Items		
4A.	Appointments to CCTA's Countywide Bicycle and Pedestrian Advisory Committee (CBPAC)	<p>Stamps nominated Coire Reilly as the primary and Leah Greenblat at the alternate CBPAC representatives.</p> <p>Roberts nominated, and Evans seconded, Bill Pinkham as the citizen representative to the CBPAC- and Heather Cunningham as alternate, if she is interested in continuing.</p> <p>The TAC agreed, via consensus, to forward the nominations to the Board for its consideration.</p>

4B.	West County Action Plan Update	Matt Kelly introduced the item and David Early gave a presentation explaining the background on Action Plans and the process. He also reviewed land use, safety/collision data, and sensitive communities' data. The TAC was asked to think about potential equity objectives and actions for upcoming discussions.
5A.	TCC Update	There was no update since there was no TCC meeting.
5B.	Staff and TAC Member Announcements	None
6.	Adjournment	The meeting adjourned at 10:59 AM.



El Cerrito
 Hercules
 Pinole
 Richmond
 San Pablo
 Contra Costa County
 AC Transit
 BART
 WestCAT

WCCTAC TAC Special Meeting Action Minutes

MEETING DATE: December 13, 2021

MEMBERS PRESENT: Jamar Stamps, Contra Costa County; Yvetteh Ortiz and Melanie Mintz, El Cerrito; Robert Reber, Hercules; Ricki Wells, BART; Denee Evans, Richmond; Allan Panganiban, San Pablo; Misha Kaur, Pinole; Nathan Landau, AC Transit.

GUESTS: Bill Pinkham, CBPAC West County Representative; Matt Kelly and John Hoang, CCTA; David Early, Lindsey Klein, and Torina Wilson, Placeworks; Rachel Factor, BART; Bruce Beyaert.

STAFF PRESENT: John Nemeth, Coire Reilly, Joanna Pallock, Leah Greenblat

ACTIONS LISTED BY: WCCTAC Staff

ITEM	ITEM/DISCUSSION	ACTION/SUMMARY
1.	Call to Order	The meeting was called to order at 11:03 a.m.
2.	Public Comment	None.
Special Agenda Items		
3.	West County Action Plan and Countywide Transportation Plan Updates	Matt Kelly introduced the item and David Early provided a project overview including the schedule for updating the plan. Mr. Early reviewed Action Plan definitions and the plan's organizational structure and goals. TAC members provided comments on the goals for the consultant to incorporate into future drafts.
4.	Staff and TAC Member Announcements	None.
5.	Adjournment	The meeting adjourned at 12:31 PM.

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TO: WCCTAC Board

MEETING DATE: January 13, 2022

FR: John Nemeth, Executive Director

RE: Potential Measure J 28b funding for Bus Shelter Maintenance

REQUESTED ACTION

Consider, and potentially make, a recommendation to the WCCTAC Board regarding the use of Measure J 28b funds for bus shelter maintenance in El Cerrito, Richmond, and San Pablo.

BACKGROUND AND DISCUSSION

AC Transit has an agreement with Clear Channel Outdoor (CCO) to maintain bus shelters in exchange for use of shelters for outdoor advertising. Before the pandemic, CCO generated \$940,000 in revenue in 2019. However, in the fall of 2021, CCO estimated that its revenue for 2021 would be just \$533,000. CCO has notified AC Transit that it can no longer provide maintenance free of charge given that advertising revenues do not cover the cost of maintenance. AC Transit’s current contract with CCO expires on March 23, 2022.

AC Transit has explored a variety of scenarios to continue shelter maintenance given these changed conditions. It is now pursuing a one-year, sole source contract with CCO to maintain shelters while the Transit District considers other, longer term, options. AC Transit is also asking member jurisdictions who are part of its Joint Power Agreement (excluding Oakland, which maintains its own shelters) to pay for the cost of the shelter maintenance contract for the upcoming year, covering a period from April 2022 to April 2023.

The amounts requested from local jurisdictions are based on units of shelter/kiosk infrastructure within each jurisdiction. AC Transit has notified WCCTAC staff that it intends to cover the cost of maintenance for units on County property and, consequently, a contribution from the County is not required.

Three jurisdictions in West Contra Costa have been asked to contribute fund. The amounts requested are as follows:

Jurisdiction	Approx. Amount Requested
San Pablo	\$40,000
Richmond	\$24,000
El Cerrito	\$28,100
Total	\$92,100

In December 2021, City of Richmond staff approached WCCTAC for help in identifying funds to assist local jurisdictions with this new expense. WCCTAC staff discussed the possibility of using Measure J 28b funds to cover shelter maintenance expenses in West County with Richmond, San Pablo, and El Cerrito staff.

There is approximately \$660,000 available in Measure J 28b funds as of December 31, 2021. WCCTAC has a grant application pending with Caltrans for a Richmond Parkway study, with a proposed local match of \$89,407 in Measure J 28b funds. If the application is successful, the match would be reduce the amount of funds available. However, the WCCTAC also has allocated, but not spent, some funds related to the West County Travel Training program. These funds could end up being re-allocated.

Measure J 28b funds	Amount
Current Available Balance	\$660,000
Potential match for Richmond Pkwy study	Possible - \$89,407
Allocated and unspent Travel Training funds	Possible + \$84,000

Consequently, the projected range of available Measure J 28b funding is somewhere between \$570,593 and \$744,000, depending on the Richmond Parkway and Travel Training variables. Regardless, the amount of funds needed for one year of shelter maintenance represents a modest portion of the funds available. The Measure J sales tax generates about \$80,000 per quarter in the 28b category.

Staff supports the use of these funds to cover the cost of bus shelter maintenance for one-year, given the fact that it affects multiple WCCTAC member agencies, given the unexpected nature of the expense, and given immediacy of the need. Staff is seeking the TAC's feedback on the issue, as well as a potential recommendation to the WCCTAC Board.

MEMORANDUM

DATE December 3, 2021 and Revised on December 28, 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. ~~Strikethrough~~ and double underline are used to reflect revisions made to this memorandum following four of the five Round 2 meetings with RTPC Technical Advisory Committees in December 2021.

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 Vision and Goals
- a. Overall Vision
 - i. Holistic approach
 - ii. Shared mobility
 - iii. Technology and innovation
 - b. Roadway Goals ~~Routes of Regional Significance~~
 - c. Transit Goals ~~Routes of Regional Significance~~
 - d. Bike and Pedestrian Goals ~~Routes of Regional Significance~~
 - e. Safety Goals
 - f. Climate Change Goals
 - g. Equity Goals
4. Roadways 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 Goals
- a. Policies
 - b. RTOs

- c. Actions Needed to Achieve RTOs (projects or programs)
 - d. Preliminary Analysis Results of Actions

- 8. Climate Change Goals
 - a. Policies
 - b. RTOs
 - c. Actions Needed to Achieve RTOs (projects or programs)
 - d. Preliminary Analysis Results of Actions

- 9. Equity Goals
 - 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 Committees (*TVTC, LPMC, TRANSPLAN, TRANSPAC, WCCTAC*)
 - b. Circulation of Environmental Documents
 - c. Review of General Plan Amendments
 - d. Schedule for Action Plan Review (to include information on how to amend an Action Plan)
 - 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)

MEMORANDUM

DATE December 13, 2021, Revised December 29, 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 reflect feedback received at the WCCTAC Action Plan Update Technical Advisory Committee meeting on December 13, 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

- Rewrite Goal 6 to cover a variety of reductions in SOV use and VMT: “~~Pursue and sponsor transportation demand management programs to reduce~~ Decrease single-occupant vehicle travel and VMT.”
- Rewrite Goal 7 to include reference to transit-oriented development, worded as: “Actively ~~manage growth to support~~ development in Priority Development Areas that includes strategies to implement transit-oriented development regional land use and transportation goals.”
- Revise Goal 8 to refer to a holistic approach to transportation planning, including shared mobility, worded as: “Improve the efficiency of highway and arterial operations through a holistic planning approach that considers shared mobility and prioritizes non-SOV transportation.”
- 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 ~~to provide safe and effective service.~~”
 - “Maintain existing transportation facilities in adequate condition to provide Ensure a safe and equitable transportation system for all modes of travel effective service.”
- Revise Goal 10 to include other transportation activity, worded as: “Support and improve quality of life in communities impacted by rail transport, heavy truck activity, and other high noise and pollution-generating transportation.”

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.
- Support equitable mobility for all income groups, racial and ethnic groups, and all ages and abilities across all modes of transportation.

Summary

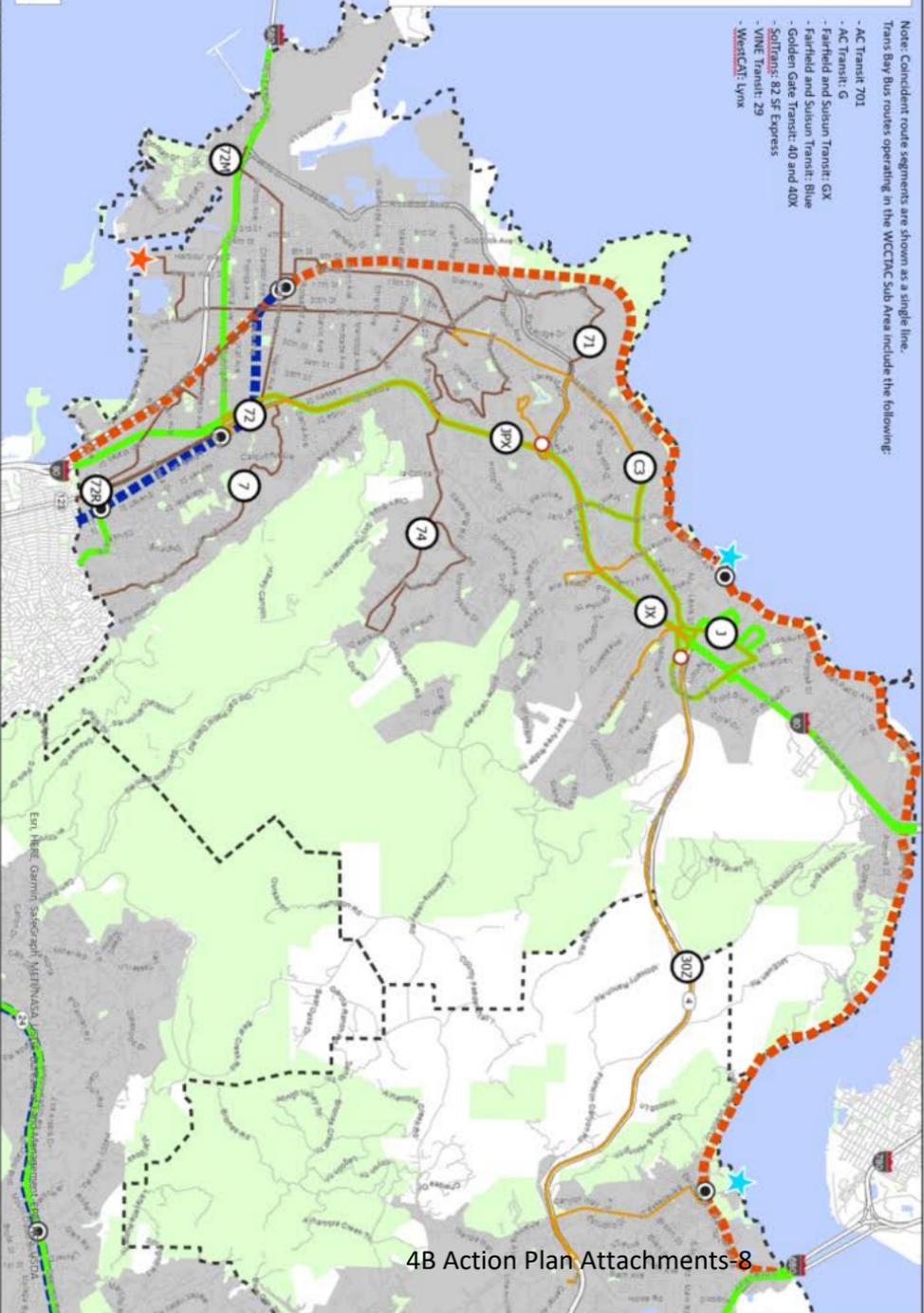
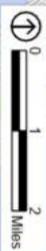
With the changes described above, the new West County Action Plan would have a total of 13 goals, as follows:

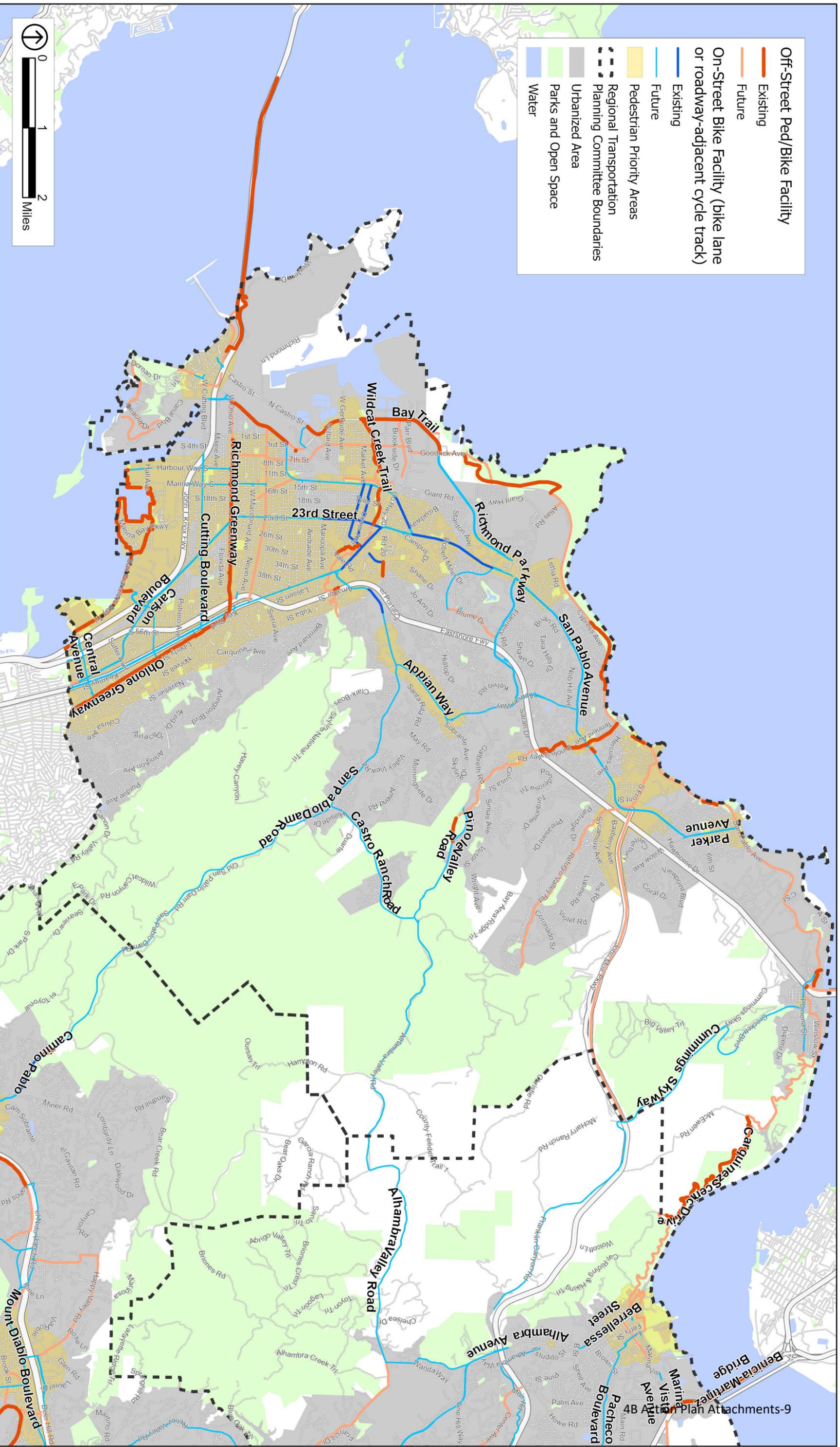
1. Provide efficient and effective local and regional transit services.
2. Expand high-capacity transit in West County.
3. Increase use of active transportation modes.
4. Complete and expand the regional trail system.
5. Implement Complete Streets enhancements identified in local plans.
6. Decrease single-occupant vehicle travel and VMT.
7. Actively support development in Priority Development Areas that includes strategies to implement transit-oriented development.
8. Improve the efficiency of highway and arterial operations through a holistic planning approach that considers shared mobility and prioritizes non-SOV transportation.
9. Maintain existing transportation facilities in adequate condition.
10. Ensure a safe and equitable transportation system for all modes of travel.
11. Support and improve quality of life in communities impacted by rail transport, heavy truck activity, and other high noise and pollution-generating transportation sources.
12. Minimize the impacts of the transportation system on the climate.
13. Ensure the transportation system is resilient in the face of climate change.
14. Continue the process of innovation and the development of new technologies in transportation.
15. Support equitable mobility for all income groups, racial and ethnic groups, and all ages and abilities across all modes of transportation.

- Rail Stations: BART and Amtrak
- Bus Hubs
- ★ Ferry Terminals
- ★ Existing
- ★ Proposed
- Passenger Rail Lines
- Capital Corridor
- BART
- Trans-Bay Bus Route
- Bus Routes of Regional Significance
- AC Transit
- Westcat (Western Contra Costa)
- Regional Transportation Planning Committee Boundaries
- Urbanized Area
- Water
- Parks and Open Space

Note: Conduent route segments are shown as a single line.
 Trans Bay Bus routes operating in the WCCTAC Sub Area include the following:

- AC Transit 701
- AC Transit: G
- Fairfield and Suisun Transit: GX
- Fairfield and Suisun Transit: Blue
- Golden Gate Transit: 40 and 40X
- SolTrans: 82 SF Express
- VINE Transit: 29
- Westcat: Lynx



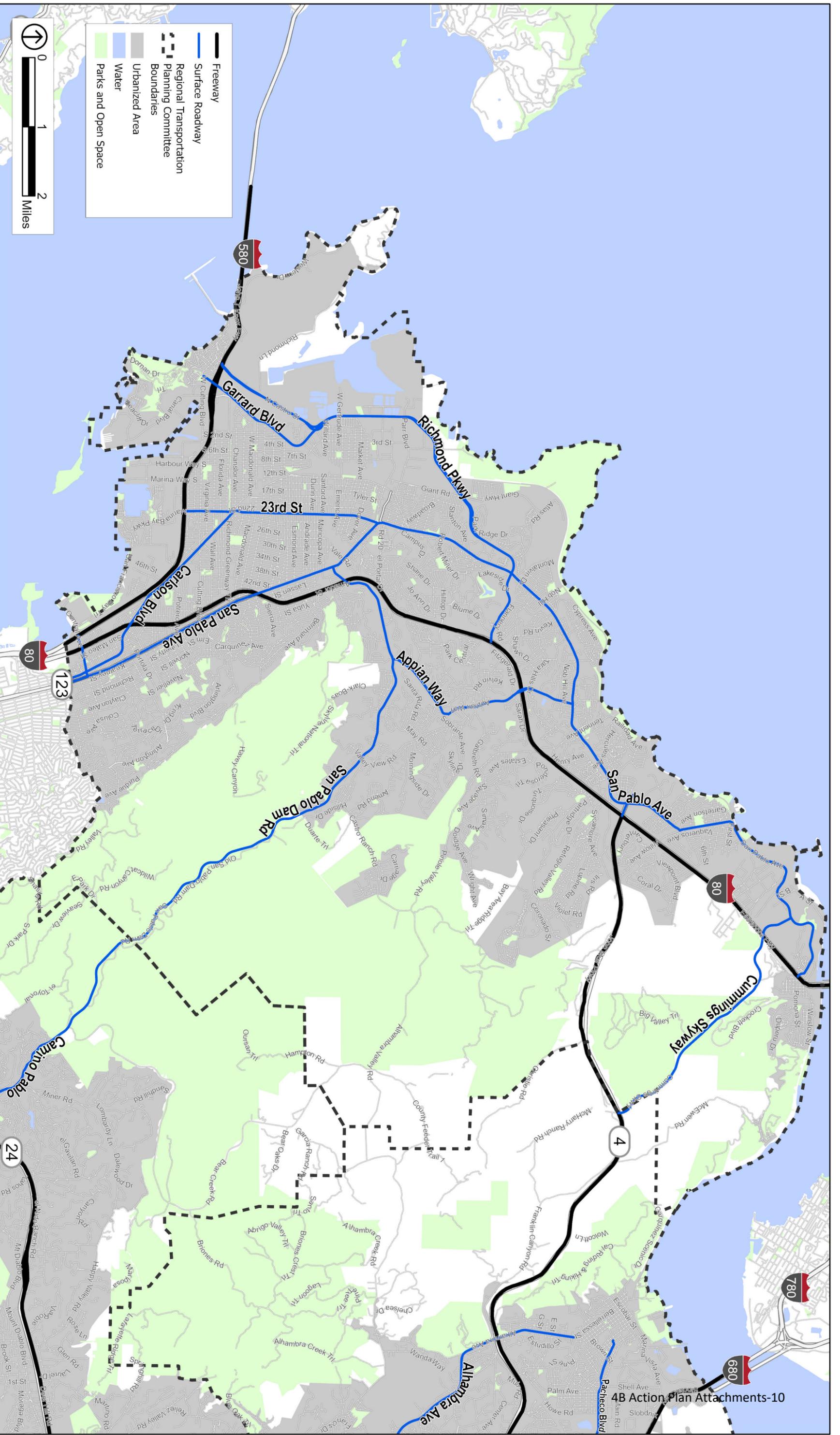


- Off-Street Ped/Bike Facility
- Existing
- Future
- On-Street Bike Facility (bike lane or roadway-adjacent cycle track)
- Existing
- Future
- Pedestrian Priority Areas
- Regional Transportation Planning Committee Boundaries
- Urbanized Area
- Parks and Open Space
- Water



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

BIKE AND PEDESTRIAN FACILITIES: WCCTAC



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

ROUTES OF REGIONAL SIGNIFICANCE (ROADWAYS): WCCTAC