



## TECHNICAL ADVISORY COMMITTEE MEETING NOTICE & AGENDA

**DATE & TIME:** Thursday, April 14, 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 Celestine Do 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](mailto:creilly@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 [creilly@wcctac.org](mailto: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.

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

*Estimated Time\*: 9:00 AM, (2 minutes)*

2. **PUBLIC COMMENT**

*Estimated Time\*: 9:02 AM, (3 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\*: 9:05 AM, (5 minutes)*

A. **Minutes from March 10, 2022**

*Recommendation: Approve as presented*

*Attachment: Yes*

4. **REGULAR AGENDA ITEMS**

A. **WCCTAC FY 2023 Draft Work Program**

*Description: Each year, staff provides the TAC with a draft of the work program for the upcoming fiscal year and solicits feedback. The draft work program, along with the draft budget and proposed dues, will be presented to the WCCTAC Board at the May meeting. Following the Board's review, these will all be provided to each member agency for review and comment. The work program, budget and dues will be brought back to the WCCTAC Board in June for final approval.*

*Recommendation: Provide feedback on the Draft FY 2023 WCCTAC Work Program.*

*Attachment: Yes*

*Presenter/Lead Staff: John Nemeth, WCCTAC Staff*

*Estimated Time\*: 9:10 AM, (20 minutes)*

B. **Bike to Wherever Day**

*Description: Staff will provide a brief update about this year's plans to bring back in-person tabling events (energizer stations) for Bike to Work/Wherever Day, May 20, as well as other BTWD announcements, including this year's Bicycle Champion of the Year, West County's own, Najari Smith*

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5. 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.

*Recommendation:* Receive information

*Attachment:* No

*Presenter/Lead Staff:* Coire Reilly, WCCTAC staff

*Estimated Time\*:* **9:30 AM**, (10 minutes)

### **C. 2023 Active Transportation Program (ATP) – Cycle 6**

*Description:* The California Transportation Commission (CTC) released a call for projects for the Active Transportation Program (ATP) - Cycle 6 in mid-March. Project applications are due by June 15, 2022. WCCTAC Staff would like the TAC to be aware of this grant opportunity and also have a brief discussion about which member agencies might be interested in applying and for which projects.

*Recommendation:* Discuss the ATP Cycle 6 grant opportunity.

*Attachment:* No

*Presenter/Lead Staff:* WCCTAC Staff

*Estimated Time\*:* **9:40 AM**, (10 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\*:* **9:50 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\*:* **9:55 AM** (5 minutes)

## **6. ADJOURNMENT**

*Description / Recommendation:* Adjourn to the next regularly scheduled meeting of the TAC on Thursday, April 14, 2022. (The next meeting of the WCCTAC Board is Friday, April 22, 2022.)

*Estimated Time\*:* **10:00 AM**

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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.

- 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.

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

**WCCTAC TAC Meeting Action Minutes**

**MEETING DATE:** March 10, 2022

**MEMBERS PRESENT:** Jamar Stamps, Contra Costa County; Yvetteh Ortiz, El Cerrito; Mike Roberts, Hercules; Celestine Do, BART; Denee Evans, Richmond; Allan Panganiban, San Pablo; Rob Thompson, WestCAT; Sanjay Mishra, Pinole.

**GUESTS:** Rob Reber, Hercules; Misha Kaur, Pinole; Matt Kelly and John Hoang, CCTA; Dave Campbell, Bike East Bay, Bill Pinkham, West County CAC Representative; Adam Dankberg and Monica Tanner, DKS; Joy Bhattachari, AMG; Fernando Valdez, CCC PW; Patrick Phelan, Richmond; Randy Durrenberger, Kimley Horn; Monish Son; Steve Price; Nick Pilch.

**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.
	Consent Calendar: a. Action Minutes from February 10, 2022– Approve as presented. b. Action Minutes from February 28, 2022 – Approve as presented.	Roberts moved, Do seconded, and the motion to approve the Consent Calendar was unanimously approved.
<b>Regular Agenda Items</b>		
4A.	Draft Updates to the CCTA’s Growth Management Program Documents	Matt Kelly provided a summary review of the draft GMP documents. He noted that TAC members may submit their comments to him on behalf of their agency.

ITEM	ITEM/DISCUSSION	ACTION/SUMMARY
4B.	CCTA's Public Outreach for the Countywide Transportation Plan and Action Plan Update	Matt Kelly reported that the CCTA is initiating Action Plan and CTP outreach with several pop-ups and townhall workshops planned, in addition to an online survey. Matt stated that he would send WCCTAC staff an information flyer so it can be distributed to TAC members.
4C.	San Pablo Avenue Multimodal Corridor Study - Phase 2	Leah Greenblat introduced the item and explained the connection to Alameda County in Phases 1 and Phase 2 of the Study. Adam Dankberg presented information about the causes of current and future transit delay. TAC members asked for information regarding auto delay vs. transit delay; vehicle impacts; diversion onto Richmond Street and Arlington Ave.; and decreasing the number of travel lanes. Dave Campbell and Steve Price provided public comment.
4D.	CCTA Smart Signals Program	John Hoang described the CCTA's proposal to use OBAG 3 funds for a Smart Signals Program. TAC members asked questions regarding: responsibility for maintenance, control of data, side street impacts, and noted that streets other than San Pablo Ave. have outdated equipment and are a higher priority. Dave Campbell provided comment.
5A.	TCC Update	There was no update due to a disappearance of a WCCTAC quorum.
5B.	Staff and TAC Member Announcements	There were no announcements made.
6.	Adjournment	The meeting ended at 11:12 AM.

**WCCTAC  
FISCAL YEAR 2022-23  
DRAFT WORK PROGRAM**

WCCTAC's activities may be grouped into the following five major areas: Planning and Programming (General Operations), Special Projects, Transportation Demand Management (TDM), Sub-regional Transportation Mitigation Fee Program (STMP), and Office Administration.

**Planning and Programming (General Operations)**

This program area relates to WCCTAC's function as the Regional Transportation Planning Committee (RTPC) for West Contra Costa County under Measure J. It also includes transportation planning efforts resulting from the agency's Joint Powers Agency function. Activities in this program area are mainly funded with annual member agency contributions and, to a smaller extent, Measure J dollars.

**MEASURE J PROGRAMMING**

1. Program and administer West County's Measure J projects and programs, including:
  - a. Low Income Student Bus Pass Program (Measure J 21b)
  - b. Additional Bus Transit Enhancements (Measure J 19b)
  - c. Transportation for Seniors and People with Disabilities (Measure J 15b, 20b)
  - d. Sub-regional needs (Measure J 28b)

**COUNTY-WIDE AND REGIONAL PLANNING AND FUNDING**

2. Work with CCTA on the development of an updated West County Action Plan and Countywide Transportation Plan.
3. Monitor Action Plan compliance by reviewing certain proposed projects, General Plans or Amendments, and work to advance goals, objectives and actions contained in the West County Action Plan.
4. Partner with CCTA on the development of training sessions to assist local jurisdictional staff with Growth Management Program checklist compliance
5. Participate in regional, countywide, sub-regional, and local efforts related to planning, funding, and delivery of priority capital projects in West County.
6. Monitor the Link21 effort to improve and coordinate the regional rail network in Northern California and provide input as needed.
7. Participate in follow-up activities, related to the countywide Accessible Transportation Study, to improve senior and disabled transportation.

### **I-80 and I-580 CORRIDORS**

8. Participate in follow-up activities and adjustments related to the I-80 Smart Corridors (Integrated Corridor Mobility) project.
9. Serve on the Technical Advisory Committee for the I-80 Design Alternatives Assessment process, led by CCTA, ACTC, and MTC, and keep the TAC and Board informed.
10. Work with MTC, Caltrans, and other agencies to promote capital improvements that may benefit transit in West County (such as bus on shoulder).
11. Work with Hercules, CCTA, and CCJPA on securing funding for the Regional Intermodal Transportation Center in Hercules.
12. Work with CCTA to identify funding or address other project development needs for key projects such as the San Pablo Dam Rd interchange or Central Ave. phase 2.
13. Provide updates to the WCCTAC Board on I-80 corridor issues as needed.
14. Continue participation in the I-580 Open Road Tolling and HOV project led by MTC.

### **SUB-REGIONAL ACTIVITIES**

15. Complete work on Phase 2 of the San Pablo Avenue Multimodal Corridor Study with CCTA and ACTC and local jurisdictions. Following presentations to local councils, identify next steps and potential funding sources.
16. Serve on BART's TAC for the Caltrans-funded Berkeley-El Cerrito Corridor Access Plan (BECCAP)
17. Continue advancement of recommendations of: the West County High-Capacity Transit Study, the West Contra Costa County Express Bus Implementation Plan and soon to be completed San Pablo Avenue Multimodal Corridor Study, Phase 2.
18. Based on the 2015 Cooperative Agreement, participate with WETA, CCTA and Richmond on annual review of the Richmond ferry's ridership, marketing, fare policy, access issues, and capital needs.
19. Monitor plans for transit-oriented development and supporting access improvements at both El Cerrito BART Stations and work with BART and El Cerrito.

### **GRANTS**

20. Monitor grant opportunities, inform member agencies, assist with grant applications, provide letters of support, and facilitate prioritization of West County candidate projects for grants. Some examples of grant opportunities include Active Transportation Program (ATP) grants for pedestrian and bicycle improvements,

Program for Arterial System Synchronization (PASS) for adjusting signal timing, as well as federal 5310 grants for senior and disabled transportation.

#### **FORMAL BODIES**

21. Manage or participate in meetings of the: WCCTAC Board, WCCTAC TAC, I-80 Smart Corridor TAC, CCTA Board, CCTA Countywide Bicycle and Pedestrian Advisory Committee (CBPAC), CCTA Administration and Projects Committee (APC), CCTA Paratransit Coordinating Committee (PCC), The Active Transportation Specific Plan (ATSP) Task Force, the West County Mobility Management Group, the West County Senior Coalition, CCTA Technical Coordinating Committee (TCC), CCTA Growth Management Task Force, and the Caltrans District 4 Pedestrian Advisory Committee.

#### **Special Projects**

As a Joint Powers Agency, WCCTAC may apply for and receive various grants that advance the transportation goals of West Contra Costa. WCCTAC can also serve as a lead for certain studies or projects using other agency contributions. In the upcoming fiscal year, WCCTAC will:

1. Resume the Travel Training Program funded by Measure J 28b funds. This will involve teaching groups and individuals to use fixed route transit (BART, buses, ferry), ADA and non-ADA paratransit, and other mobility services. Coordinate with the City of San Pablo's City run Travel Training efforts. Work with the County on a potential countywide coordinated Travel Training program.
2. Subject to WCCTAC Board approval, initiate the Richmond Parkway Environmental Justice and Regional Mobility Plan.

#### **Transportation Demand Management (TDM)**

This program promotes transportation alternatives to the single occupant vehicle by encouraging walking, bicycling, transit, carpooling, and vanpooling, and is coordinated with the larger countywide 511 Contra Costa Program. It is funded on a reimbursement basis by Measure J and grants from the Air District. In the upcoming fiscal year, the TDM program will:

1. Manage the Employer-Based Trip Reduction Program, which includes: employer outreach and programs, tabling at community events, transit incentives, funding for bike racks and lockers, funding for EV charging stations.
2. Continue to implement partnership with smartphone app-based trip planner, Metropia/GoEZY.
3. Manage the West County "Pass2Class" program that provides free transit passes to students at the beginning of the school year.
4. Manage the Commuter Benefit program, which includes the countywide programs

Guaranteed Ride Home, Try Transit, Take 10, and Secure Your Cycle Programs.

5. Co-lead Bike to Wherever Days 2022 with other regional partners.
6. Support Local Agency Climate Action plans and efforts that aim to improve access to bicycling, pedestrian facilities, transit, and emerging mobility technology such as a shared bicycles and cars, electric bicycles, scooters, and autonomous vehicles.
7. Work with community groups and employers to explore the feasibility of providing bicycle repair education classes and bicycle safety awareness to increase bicycling as a viable mode of transportation.
8. Continue to implement strategy to encourage telework/work from home policies and flexible work hour policies with Contra Costa Employers.
9. Continue to coordinate micro-mobility (scooters, bike rental) planning and implementations around the West County Region, in close partnership with the cities and county.
10. Work with transit providers to provide digital incentive options, where possible.
11. Assist in the promotion of the new City of Richmond e-shuttle service that allows students and seniors to ride for free.
12. Focus on developing new incentives and promotions/marketing for return-to-transit efforts.

**Sub-regional Transportation Mitigation Fee Program (STMP)**

WCCTAC acts as the trustee for the development impact fees collected by the West County cities and the unincorporated areas of the County. An updated program went into effect on July 1, 2019. Under the updated program, STMP funds are to be used for twenty pre-identified, regionally-benefitting capital projects. In the upcoming fiscal year, WCCTAC will:

1. Collect, administer, and track funds and reporting forms.
2. Provide monitoring reports on revenue collected and status of local reporting.
3. Develop funding agreements with project sponsors for any Board-approved funding allocations.
4. Potentially issue a call for projects based on the fund balance and Board direction, and disburse funds to eligible, Board-approved projects.
5. Respond to inquiries from local agencies and members of the public.

6. Review and process appeal and exemption requests.

**Office Administration**

In the upcoming fiscal year, staff will:

1. Maintain, update, and expand content on the WCCTAC website.
2. Continually evaluate work and meeting practices in light of public health information relating to COVID-19.