

MEETING NOTICE AND AGENDA

DATE & TIME: April 28, 2023 • 8:00 AM – 10:00 AM

LOCATION: City of El Cerrito, Council Chambers
10890 San Pablo Avenue (at Manila Ave)
El Cerrito, California (Accessible by AC Transit #72, #72M & #72R)

REMOTE ACCESS:

<https://us02web.zoom.us/j/7321058840?pwd=c1dMVjJyd1BoYk0yYWVlZWVlWHZ4Zz09>
Meeting ID: 732 105 8840

Phone: =

+Dial the following number, enter the participant PIN followed by # to confirm:

+1 669 900 6833

Meeting ID: 732 105 8840

Password: 066620

Public Comment via Teleconference

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

The ability to participate and observe via Zoom or teleconference is predicated on those technologies being available and functioning without technical difficulties. Should they not be available or become non-functioning or should the WCCTAC Board otherwise encounter technical difficulties that make those platforms unavailable, the WCCTAC Board will proceed with business in person unless otherwise prohibited by law.

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 Board meeting date will be provided to the WCCTAC Board. Comments may be submitted by email to vjenkins@wcctac.org.

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

El Cerrito

Hercules

Pinole

Richmond

San Pablo

Contra Costa
County

AC Transit

BART

WestCAT

1. **Call to Order and Board Member Roll Call.** *(Paul Fadelli – Chair)*
2. **Consideration of Remote Board Member Participation under AB2449.**
3. **Public Comment.** The public is welcome to address the Board on any item that is not listed on the agenda.

CONSENT CALENDAR

4. **Minutes of March 24, 2023 Board Meetings.** *(Attachment; Recommended Action: Approve).*
5. **Monthly Update on WCCTAC Activities.** *(Attachment; Information only).*
6. **Financial Reports.** The reports show the Agency's revenues and expenses for March 2023. *(Attachment; Information only).*
7. **Payment of Invoices over \$10,000.** Staff made a payment of \$14,000 for preloaded Clipper cards for 511 Contra Costa's "Try Transit" TDM program. *(No Attachment; Information only).*
8. **FY 23-24 Annual STMP Fee Adjustment.** Per the STMP Master Cooperative Agreement, STMP Fees are adjusted annually to stay current with inflation and staff notifies the Board of this adjustment. WCCTAC staff is in the process of notify participating STMP agencies of the fee rates for FY 23-24. *(Attachment; Information only).*
9. **CalPERS 457 Plan.** WCCTAC currently offers its employees a 457 deferred compensation plan (known as Mission Square) through the ICMA. Staff is proposing to also offer a CalPERS 457 deferred compensation plan, which is operated in partnership with investment firm Voya. The plan has no administration fees for WCCTAC and no fiscal impact. To meet CalPERS/Voya requirements, staff recommends that the Board approve the attached Resolution. *(Attachment; Recommended Action: Approve Resolution 23-03)*
10. **Appointments to the CCTA's Technical Coordinating Committee (TCC).** Staff and the WCCTAC TAC recommend that the WCCTAC Board appoint Robert Armijo (Richmond) and re-appoint Leah Greenblat (WCCTAC) to serve two-year terms on the TCC representing West County. *(Attachment; Recommended Action: Appoint Mr. Armijo and Ms. Greenblat to serve on the TCC for two-year terms).*

REGULAR AGENDA ITEMS

- 11. I-80 Design Alternatives Assessment Recommendations (I-80 DAA).** The Metropolitan Transportation Commission (MTC) recently completed a study of I-80 to evaluate a range of options for improving operations, including for carpools and transit. Staff representatives from all WCCTAC's member agencies were invited to participate on the study's technical advisory committee. MTC used past WCCTAC studies to help develop ideas and some of its recommendations reflect WCCTAC's earlier work. Staff from MTC will present the study's recommendations to the Board. *(Stefanie Hom, MTC, and Leah Greenblat, WCCTAC staff; No attachment; Recommended Action: Receive presentation and provide comments on the I-80 DAA recommendations to MTC).*
- 12. Updates on City of San Pablo Projects.** The City of San Pablo has several high-profile transportation efforts underway. Allan Panganiban, City Engineer, and his staff will provide the Board with updates on the following projects: San Pablo Avenue Bridge Replacement, Broadway-El Portal Cycletrack, and Rumrill Boulevard Improvements. *(Allan Panganiban, San Pablo, and other San Pablo staff; No Attachment; Recommendation: Information only.)*
- 13. West County Pilot Program Proposal – Medical Trips.** Staff has been working with the CCTA, the County, and the Accessible Transportation Strategic Plan Working Group on developing a new pilot program for West County. It would focus on getting senior residents from the 94806 zip code to medical appointments outside of the subregion in places like Martinez and Walnut Creek. This pilot could receive countywide Measure X sales tax funding. Staff will provide an overview of the concept and a status report. *(Joanna Pallock, WCCTAC Staff; No Attachment; Recommended Action: Information Only).*
- 14. BTWD / Summer Bike Challenge.** Staff will update the Board on two upcoming bicycle promotion events: Bike to Wherever Day (May 18) and the Summer Bike Challenge. *(Coire Reilly, WCCTAC Staff; No Attachment; Recommended Action: Information Only).*

STANDING ITEMS

- 15. Board and Staff Comments.**
 - a. Board Member Comments, Conference/Meeting Reports (AB 1234 Requirement), and Announcements
 - b. Report from CCTA Representatives *(Directors Fadelli & Kelley)*
 - c. Executive Director's Report

16. General Information Items.

- a. Letter to CCTA Executive Director with Summary of Board Actions for March 24, 2023
- b. Acronym List

17. Adjourn. Next regular meeting is: May 26, 2023 @ 8:00 a.m.

- In compliance with the Americans with Disabilities Act of 1990, if you need special assistance to participate in the WCCTAC Board 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 WCCTAC's offices.
- 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.

**West Contra Costa Transportation Advisory Committee
Board of Directors Meeting
Meeting Minutes March 24, 2023**

MEMBERS PRESENT: Paul Fadelli, Chair (El Cerrito); Rita Xavier, Vice-Chair (San Pablo); Dion Bailey (Hercules); Cameron Sasai (Pinole); Soheila Bana (Richmond); Eduardo Martinez (Richmond); Rebecca Saltzman (BART); Tom Hansen (WestCAT); Jovanka Beckles (AC Transit)

STAFF PRESENT: John Nemeth, Joanna Pallock, Leah Greenblat, Coire Reilly, Kris Kokotaylo (counsel)

ACTIONS LISTED BY: Valerie Jenkins

Meeting Called to Order: 8:00 am

Public Comment: n/a

CONSENT CALENDAR

Motion by *Director Saltzman*; seconded by *Vice-Chair Xavier*

Yes: P. Fadelli, R. Xavier, S. Bana, C. Sasai, R. Saltzman, T. Hansen, D. Bailey, E. Martinez, J. Beckles

No: none

Abstention: none

Motion passed unanimously

Item #3. *Approved:* Minutes of February 24, 2023 Board Meeting.

Item #4. *Received:* Monthly Update on WCCTAC Activities.

Item #5. *Received:* Financial Reports for February 2023.

Item #6. *Received:* Payments for invoices over \$10,000. None

REGULAR AGENDA ITEMS

ITEM/DISCUSSION	ACTION
<p>Item #7 The Transit Agency Fiscal Cliff</p>	<p>Information Only.</p> <p>Rebecca Long, MTC Staff, discussed the fiscal challenges facing the transit agencies in the wake of lost ridership from the pandemic. She noted that transit operators anticipate a cumulative operating shortfall of \$2.2-\$2.9 billion over the next 5 years. She also highlighted efforts, at various levels of government, to mitigate the looming fiscal challenge.</p>

<p>Item #8 Joint Powers Agreement – Draft Changes</p>	<p>John Nemeth, WCCTAC Executive Director, provided an overview of potential text changes that would be included in an update of the Joint Powers Agreement (JPA). Staff explained that some of the references in the JPA were dated and could be corrected and that a redline version of changes were included in the Board packet. Staff also noted that changing WCCTAC’s name was an option, given that the terms “Advisory” and “Committee” could be confusing. Staff sought input from the Board and recommended that the draft redline JPA be sent to member agencies for review.</p> <p>Motion by Director Beckles to transmit the draft redline JPA and to member agencies for a staff level and legal review; seconded by Director Martinez.</p> <p>Yes- P. Fadelli, R. Xavier, C. Sasai, R. Saltzman, T. Hansen, D. Bailey, E. Martinez, J. Beckles No- none Abstention-none Motion passed unanimously</p>
<p>Item #9 WCCTAC Travel Training Program – Update and Funding Allocation.</p>	<p><i>Joanna Pallock</i>, WCCTAC staff, provided an update on WCCTAC’s Travel Training Program. She proposed that, for 2023, the program include Janet Bilbas, WCCTAC’s former, part-time Travel Training Coordinator. Ms. Pallock also explained that to continue the program for another year, an additional small allocation of Measure J 28b funds would be required.</p> <p>Motion by Director Saltzman to approve Resolution 23-02 allocating \$45k in Measure J 28b funds for the continuation of the Travel Training Program; seconded by Director Bailey.</p> <p>Yes- P. Fadelli, R. Xavier, C. Sasai, R. Saltzman, T. Hansen, D. Bailey, E. Martinez, J. Beckles No-none Abstention-none Motion passed unanimously</p>

<p>Item #10 Proposed 2019 STMP Cycle 2 Call for Projects.</p>	<p><i>John Nemeth</i>, WCCTAC Executive Director, updated the Board on the amount of uncommitted dollars available in the Subregional Transportation Mitigation Fee Program (STMP) fund and discussed previous funding allocations. He recommended that WCCTAC issue a Call for Projects, making \$5.3 million available to project sponsors.</p> <p>Director Saltzman motioned to authorize staff confer with the TAC and then issue a Call for Projects; seconded by Director Bailey.</p> <p>Yes- P. Fadelli, R. Xavier, C. Sasai, R. Saltzman, T. Hansen, D. Bailey, E. Martinez, J. Beckles No- none Abstention-none Motion passed unanimously</p>
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Meeting Adjourned: 10:00 am

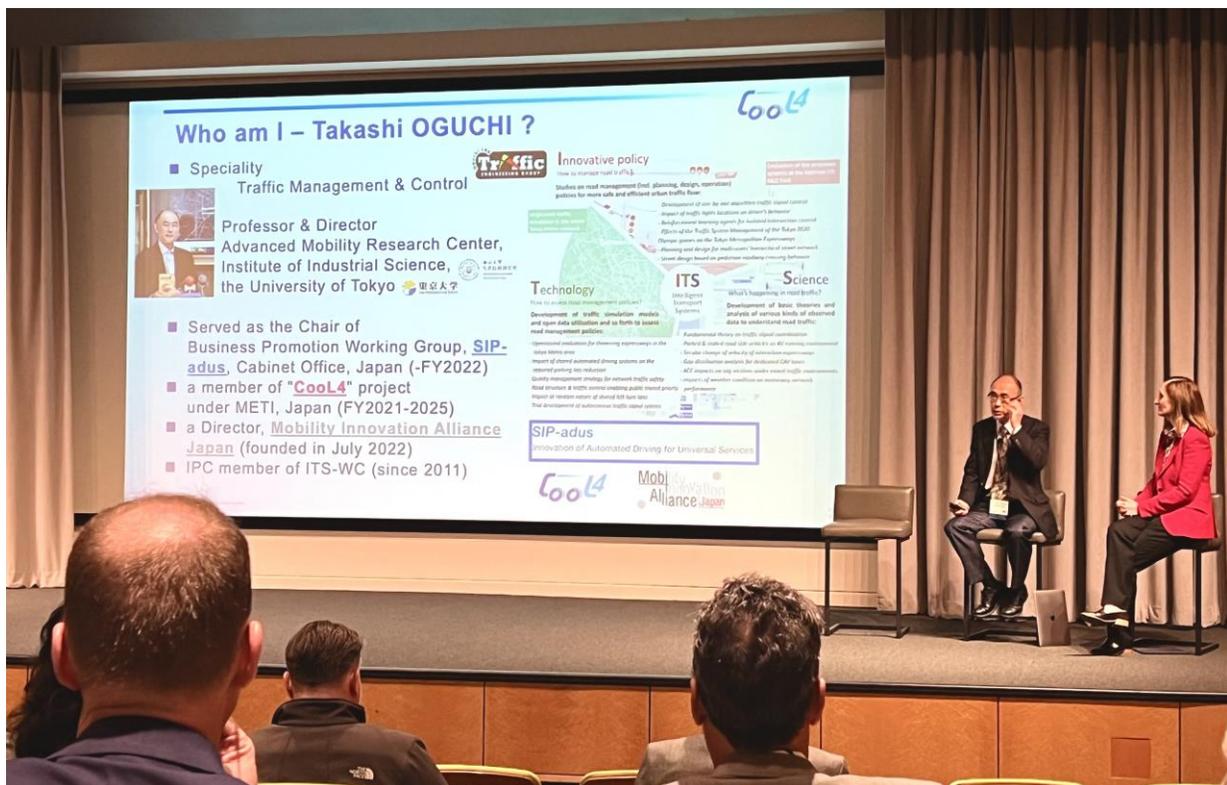
TO: WCCTAC Board

DATE: April 28, 2023

FR: John Nemeth, Executive Director

RE: Monthly Update on WCCTAC Activities

2023 Redefining Mobility Summit



CCTA hosted the 8th annual Redefining Mobility Summit on April 18, 2023. WCCTAC’s Executive Director and TDM Program Manager attended, as did WCCTAC Alternate Director Chris Kelley (Hercules), who sits on the CCTA Board. The summit explored the business case for autonomous mobility, digital infrastructure and data uses, and international perspectives on new mobility from Japan, Australia, and the Netherlands. It also included an outdoor demonstration zone with a variety of autonomous vehicles, and an indoor showcase of local high school student work with robotics and related technologies.

WCCTAC Travel Training Program as a Model

With recent direction from the WCCTAC Board to continue the Travel Training Program for another year, staff is gearing up to roll out workshops and outings soon. Having developed experience and learned lessons over the last few years, WCCTAC is now fielding inquiries from other agencies about how its program works.



Recently, WCCTAC staff met with Central County's Travel

Training Program Manager to discuss strategies that could work in Central County. Additionally, the Emeryville J-Sei Cultural Center recently reached out to WCCTAC to learn more about the Travel Training Program given that they are considering developing a similar one for their members. With a growing array of similar programs in the vicinity, there may be opportunities for collaboration and coordination to improve program effectiveness for all.

Kickoff Meeting for Richmond Parkway Transportation Plan (RPTP)

The RPTP was previously known as the Richmond Parkway Environmental Justice and Regional Mobility Plan, but the endeavor has been renamed to be simpler and clearer for the public. The plan's scope of work remains unchanged. With the consultant team on board, WCCTAC recently hosted the first Technical Advisory Committee (TAC) meeting for the RPTP.

There are multiple agencies interested in the upcoming planning work in this corridor. Meeting attendees included several staff from the City of Richmond and Contra Costa County. Additionally, there were staff members representing MTC, SF Bay Trail, East Bay Regional Parks District, West County Wastewater, AC Transit, City of San Pablo, and Supervisor Gioia's office.

Along with the TAC, there will also be a Public Advisory Group (PAG) composed of representatives from local stakeholder groups. The TAC and PAG will help guide the development and implementation of the public outreach component of the plan. Staff will discuss the RPTP with the WCCTAC Board at its May meeting, the first of several check-ins. The consultant team, led by Fehr and Peers, is now getting started with collecting background information and data.

Bike to Work/Wherever Day 2023



Bike to Wherever Day is set for Thursday, May 18, 2023. The event will involve 10 energizer stations in West County, 39 in Contra Costa County as a whole, and more throughout the region. Most energizer stations will be open from 7am-9am, with one in El Sobrante at the Pedaler Bike Shop being open in the afternoon from 3pm-6pm. More information on Bike to Wherever Days can be found here: <https://511contracosta.org/bike-to-work-day/>

Bicycle Champion of the Year – Alan Kalin



This year's Bicycle Champion of the Year for Contra Costa County is Danville resident Alan Kalin. A retiree and avid cyclist, Kalin was alarmed at the reports of injuries and deaths among recreational cyclists on Mt. Diablo. He was instrumental in establishing Mount Diablo Cyclists and advocating for over 80 turnouts to be built on the mountain, giving cyclists the opportunity to pull off and find safe harbor from vehicular traffic. Kalin is also the founder of the Town of Danville's Bike Commission, which works with the town and stakeholders to improve bicycle safety for all.

Update on the Countywide Accessible Transportation Coordinated Entity / Pilot

Staff plans to bring information to the WCCTAC Board, at its April meeting, about an effort to develop a small-scale, temporary pilot program funded with County Measure X dollars. WCCTAC staff has been discussing a pilot concept with CCTA and County staff that is focused on providing medical trip for residents who need to go to places like Martinez or Central County. The pilot may make services available for all seniors, including those who are not ADA eligible. It will likely involve an existing paratransit provider in West County, and could potentially involve a relationship with a TNC (Uber/Lyft) as well.

General Ledger Monthly Budget Report

User: AnnC
 Printed: 4/18/2023 4:21:55 PM
 Period 09 - 09
 Fiscal Year 2023



Account Number	Description	Adopted	Budget Adjustments	Adjusted	YTD Actual	Variance	Encumbered	Available	% Avail
0000	Non Departmental								
773-0000-34310	CC County STMP Fees	0.00	0.00	0.00	-2,174,515.87	2,174,515.87	0.00	2,174,515.87	0.00
773-0000-34315	El Cerrito STMP Fees	0.00	0.00	0.00	-238,416.09	238,416.09	0.00	238,416.09	0.00
773-0000-34325	Pinole STMP Fees	0.00	0.00	0.00	-20,066.55	20,066.55	0.00	20,066.55	0.00
773-0000-34330	Richmond STMP Fees	0.00	0.00	0.00	-1,281,778.09	1,281,778.09	0.00	1,281,778.09	0.00
773-0000-34335	San Pablo STMP Fees	0.00	0.00	0.00	-301,365.50	301,365.50	0.00	301,365.50	0.00
	Licenses and Permits	0.00	0.00	0.00	-4,016,142.10	4,016,142.10	0.00	4,016,142.10	0.00
770-0000-36102	Interest	0.00	0.00	0.00	-234.39	234.39	0.00	234.39	0.00
773-0000-36102	Interest	0.00	0.00	0.00	-96,004.71	96,004.71	0.00	96,004.71	0.00
	Use of Property and Money	0.00	0.00	0.00	-96,239.10	96,239.10	0.00	96,239.10	0.00
770-0000-34010	STMP Administration	0.00	0.00	0.00	-101,727.74	101,727.74	0.00	101,727.74	0.00
770-0000-34111	Member Contributions	0.00	0.00	0.00	-504,430.00	504,430.00	0.00	504,430.00	0.00
770-0000-39906	Other Revenue	0.00	0.00	0.00	-57,437.12	57,437.12	0.00	57,437.12	0.00
772-0000-39906	Other Revenue	0.00	0.00	0.00	-412,578.77	412,578.77	0.00	412,578.77	0.00
773-0000-34010	STMP Administration	0.00	0.00	0.00	-101,727.74	101,727.74	0.00	-101,727.74	0.00
774-0000-39906	Other Revenue	0.00	0.00	0.00	-131,157.93	131,157.93	0.00	131,157.93	0.00
	Miscellaneous Revenue	0.00	0.00	0.00	-1,105,603.82	1,105,603.82	0.00	1,105,603.82	0.00
0000	Revenue	0.00	0.00	0.00	-5,217,985.02	5,217,985.02	0.00	5,217,985.02	0.00
7700	Non Departmental	0.00	0.00	0.00	-5,217,985.02	5,217,985.02	0.00	5,217,985.02	0.00
	WCCTAC Operations								
770-7700-34111	Member Contributions	0.00	556,329.00	-556,329.00	0.00	-556,329.00	0.00	-556,329.00	100.00
	Intergovernmental	0.00	556,329.00	-556,329.00	0.00	-556,329.00	0.00	-556,329.00	100.00
770-7700-39906	Other Revenue	0.00	100,150.00	-100,150.00	0.00	-100,150.00	0.00	-100,150.00	100.00
	Miscellaneous Revenue	0.00	100,150.00	-100,150.00	0.00	-100,150.00	0.00	-100,150.00	100.00
7700	Revenue	0.00	656,479.00	-656,479.00	0.00	-656,479.00	0.00	-656,479.00	100.00
7720	WCCTAC Operations	0.00	656,479.00	-656,479.00	0.00	-656,479.00	0.00	-656,479.00	100.00
	WCCTAC TDM								
772-7720-33403	Grants	0.00	777,656.00	-777,656.00	0.00	-777,656.00	0.00	-777,656.00	100.00
	Grants	0.00	777,656.00	-777,656.00	0.00	-777,656.00	0.00	-777,656.00	100.00
7720	Revenue	0.00	777,656.00	-777,656.00	0.00	-777,656.00	0.00	-777,656.00	100.00
7730	WCCTAC TDM	0.00	777,656.00	-777,656.00	0.00	-777,656.00	0.00	-777,656.00	100.00
	STMP								
773-7730-34310	County STMP Fees	0.00	50,000.00	-50,000.00	0.00	-50,000.00	0.00	-50,000.00	100.00
773-7730-34330	Richmond STMP Fees	0.00	1,600,000.00	-1,600,000.00	0.00	-1,600,000.00	0.00	-1,600,000.00	100.00

Account Number Description	Adopted	Budget Adjustments	Adjusted	YTD Actual	Variance Encumbered	Available	% Avail
773-7730-34335	0.00	1,300,000.00	-1,300,000.00	0.00	-1,300,000.00	-1,300,000.00	100.00
San Pablo STMP Fees Licenses and Permits	0.00	2,950,000.00	-2,950,000.00	0.00	-2,950,000.00	-2,950,000.00	100.00
773-7730-34315	0.00	800,000.00	-800,000.00	0.00	-800,000.00	-800,000.00	100.00
El Cerrito STMP Fees	0.00	20,000.00	-20,000.00	0.00	-20,000.00	-20,000.00	100.00
773-7730-34325	0.00	820,000.00	-820,000.00	0.00	-820,000.00	-820,000.00	100.00
Pinole STMP Fees Grants	0.00	18,000.00	-18,000.00	0.00	-18,000.00	-18,000.00	100.00
773-7730-36102	0.00	18,000.00	-18,000.00	0.00	-18,000.00	-18,000.00	100.00
Interest - LAIF Use of Property and Money	0.00	18,000.00	-18,000.00	0.00	-18,000.00	-18,000.00	100.00
7730	0.00	3,788,000.00	-3,788,000.00	0.00	-3,788,000.00	-3,788,000.00	100.00
7740	0.00	3,788,000.00	-3,788,000.00	0.00	-3,788,000.00	-3,788,000.00	100.00
WCCTAC Special							
774-7740-39906	0.00	249,109.00	-249,109.00	0.00	-249,109.00	-249,109.00	100.00
Projects Other Revenue	0.00	249,109.00	-249,109.00	0.00	-249,109.00	-249,109.00	100.00
Miscellaneous Revenue	0.00	249,109.00	-249,109.00	0.00	-249,109.00	-249,109.00	100.00
7740	0.00	249,109.00	-249,109.00	0.00	-249,109.00	-249,109.00	100.00
WCCTAC Special							
Projects							
Expense Total	0.00	0.00	0.00	0.00	0.00	0.00	0

General Ledger Monthly Budget Report

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 Period 09 - 09
 Fiscal Year 2023



Account Number	Description	Adopted	Budget Adjustments	Adjusted	YTD Actual	Variance Encumbered	Available	% Avail
7700	WCCTAC Operations	0.00	564,484.00	564,484.00	309,314.36	255,169.64	255,169.64	45.20
770-7700-41000	Salary	0.00	0.00	0.00	88,199.19	-88,199.19	-88,199.19	0.00
770-7700-41200	PERS Retirement	0.00	0.00	0.00	52,356.24	-52,356.24	-52,356.24	0.00
770-7700-41310	Medical Insurance	0.00	0.00	0.00	1,659.73	-1,659.73	-1,659.73	0.00
770-7700-41311	Retiree Healthcare	0.00	0.00	0.00	2,963.74	-2,963.74	-2,963.74	0.00
770-7700-41400	Dental	0.00	0.00	0.00	-665.55	665.55	665.55	0.00
770-7700-41500	Flexible Spending Account	0.00	0.00	0.00	3,054.10	-3,054.10	-3,054.10	0.00
770-7700-41800	LTD Insurance	0.00	0.00	0.00	13,503.08	-13,503.08	-13,503.08	0.00
770-7700-41900	Medicare	0.00	0.00	0.00	-368.10	368.10	368.10	0.00
770-7700-41901	Other Insurances	0.00	0.00	0.00	1,157.49	-1,157.49	-1,157.49	0.00
770-7700-41904	Life Insurance	0.00	0.00	0.00	0.00	4,639.00	4,639.00	100.00
770-7700-41911	Liability Insurance	0.00	4,639.00	4,639.00	119.00	-119.00	-119.00	0.00
770-7700-41912	Unemployment Insurance	0.00	0.00	0.00	471,293.28	97,829.72	97,829.72	17.19
770-7700-43500	Salary and Benefits	0.00	569,123.00	569,123.00	3,994.59	505.41	505.41	11.23
770-7700-43501	Office Supplies	0.00	4,500.00	4,500.00	1,176.25	323.75	323.75	21.58
770-7700-43520	Postage	0.00	1,500.00	1,500.00	2,460.99	739.01	739.01	23.09
770-7700-43600	Copies/Printing/Shipping/Xerox	0.00	3,200.00	3,200.00	50,983.91	13,266.09	13,266.09	20.65
770-7700-43900	Professional Services	0.00	64,250.00	64,250.00	16,123.58	6,626.42	6,626.42	29.13
770-7700-44000	Rent/Building	0.00	22,750.00	22,750.00	2,762.47	7,237.53	7,237.53	72.38
770-7700-44320	Special Department Expenses	0.00	10,000.00	10,000.00	1,498.61	2,501.39	2,501.39	62.53
	Travel/Training Staff	0.00	4,000.00	4,000.00	79,000.40	31,199.60	31,199.60	28.31
	Service and Supplies	0.00	110,200.00	110,200.00	550,293.68	129,029.32	129,029.32	18.99
	Expense	0.00	679,323.00	679,323.00	550,293.68	129,029.32	129,029.32	18.99
7700	WCCTAC Operations	0.00	679,323.00	679,323.00	550,293.68	129,029.32	129,029.32	18.99
7720	WCCTAC TDM	0.00	332,637.00	332,637.00	145,689.51	186,947.49	186,947.49	56.20
772-7720-41000	Salary	0.00	0.00	0.00	54,917.24	-54,917.24	-54,917.24	0.00
772-7720-41200	PERS Retirement	0.00	0.00	0.00	28,563.81	-28,563.81	-28,563.81	0.00
772-7720-41310	Medical Insurance	0.00	0.00	0.00	1,546.50	-1,546.50	-1,546.50	0.00
772-7720-41400	Dental Insurance	0.00	0.00	0.00	1,027.26	-1,027.26	-1,027.26	0.00
772-7720-41800	LTD Insurance	0.00	0.00	0.00	8,698.48	-8,698.48	-8,698.48	0.00
772-7720-41900	Medicare	0.00	0.00	0.00	-368.10	368.10	368.10	0.00
772-7720-41901	Other Insurances	0.00	0.00	0.00	274.83	-274.83	-274.83	0.00
772-7720-41904	Life Insurance	0.00	0.00	0.00	0.00	4,639.00	4,639.00	100.00
772-7720-41911	Liability Insurance	0.00	4,639.00	4,639.00	240,349.53	96,926.47	96,926.47	28.74
	Salary and Benefits	0.00	337,276.00	337,276.00	240,349.53	96,926.47	96,926.47	28.74

Account Number	Description	Adopted	Budget Adjustments	Adjusted	YTD Actual	Variance Encumbered	Available	% Avail
772-7720-43300	MembershipsSubscriptions	0.00	1,750.00	1,750.00	0.00	1,750.00	1,750.00	100.00
772-7720-43500	Office Supplies	0.00	1,400.00	1,400.00	1,194.51	205.49	205.49	14.68
772-7720-43501	TDM Postage	0.00	0.00	0.00	2,183.78	-2,183.78	-2,183.78	0.00
772-7720-43502	TDM Postage	0.00	1,500.00	1,500.00	0.00	1,500.00	1,500.00	100.00
772-7720-43520	CopiesPrintingShippingXerox	0.00	3,000.00	3,000.00	2,547.74	452.26	452.26	15.08
772-7720-43600	Professional Services	0.00	66,000.00	66,000.00	32,489.78	33,510.22	33,510.22	50.77
772-7720-43900	RentBuilding	0.00	22,000.00	22,000.00	16,123.67	5,876.33	5,876.33	26.71
772-7720-44000	Special Department Expenses	0.00	341,730.00	341,730.00	170,266.28	171,463.72	171,463.72	50.18
772-7720-44320	TravelTraining Staff	0.00	3,000.00	3,000.00	1,690.66	1,309.34	1,309.34	43.64
	Service and Supplies	0.00	440,380.00	440,380.00	226,496.42	213,883.58	213,883.58	48.57
7720	Expense	0.00	777,656.00	777,656.00	466,845.95	310,810.05	310,810.05	39.97
7730	WCCTAC TDM	0.00	777,656.00	777,656.00	466,845.95	310,810.05	310,810.05	39.97
	STMP							
773-7730-41000	Salary	0.00	75,000.00	75,000.00	0.00	75,000.00	75,000.00	100.00
	Salary and Benefits	0.00	75,000.00	75,000.00	0.00	75,000.00	75,000.00	100.00
773-7730-44000	Special Department Expense	0.00	6,825,536.00	6,825,536.00	406,540.35	6,418,995.65	6,418,995.65	94.04
	Service and Supplies	0.00	6,825,536.00	6,825,536.00	406,540.35	6,418,995.65	6,418,995.65	94.04
7730	Expense	0.00	6,900,536.00	6,900,536.00	406,540.35	6,493,995.65	6,493,995.65	94.11
	STMP	0.00	6,900,536.00	6,900,536.00	406,540.35	6,493,995.65	6,493,995.65	94.11
7740	WCCTAC Special Projects							
774-7740-43500	Office Supplies	0.00	0.00	0.00	112.81	-112.81	-112.81	0.00
774-7740-44000	Special Department Expense	0.00	249,109.00	249,109.00	131,039.12	118,069.88	118,069.88	47.40
774-7740-44320	TravelTraining Staff	0.00	0.00	0.00	6.00	-6.00	-6.00	0.00
	Service and Supplies	0.00	249,109.00	249,109.00	131,157.93	117,951.07	117,951.07	47.35
	Expense	0.00	249,109.00	249,109.00	131,157.93	117,951.07	117,951.07	47.35
7740	WCCTAC Special Projects	0.00	249,109.00	249,109.00	131,157.93	117,951.07	117,951.07	47.35
Expense Total		0.00	0.00	8,606,624.00	1,554,837.91	7,051,786.09	7,051,786.09	81.9344

TO: WCCTAC Board

MEETING DATE: April 28, 2023

FR: Leah Greenblat, Transportation Planning Manager

RE: FY 23-24 Annual STMP Fee Adjustment

REQUESTED ACTION

Information only.

BACKGROUND AND DISCUSSION

The 2019 STMP Update became effective on July 1, 2019. The Master Cooperative Agreement, signed by all partner agencies, specifies an automatic annual fee adjustment so that the fees keep up with construction related inflation. The agreement specifies that the fee adjustment is based on the Engineering News Record’s February San Francisco Bay Area Construction Cost Index that covers the prior twelve months. This year that rate was 7.1%. (By comparison, if the January 2023 rate was used, the adjustment would be 8.4%.) WCCTAC staff is in the process of notifying partner agencies of this impending annual fee adjustment, which becomes effective July 1, 2023, so it may be incorporated into their local fee schedules.

Given the on-going state of inflation, this year’s fee increase is on par with last year’s adjustment which was 9.8%. It should be noted that Engineering New Record’s Bay Area Construction Cost Index is a tool commonly used by jurisdictions to make annual fee adjustments. The implementation of a different fee increase would require all six member jurisdictions to amend the Master Cooperative Agreement and related ordinances.

The FY 22-23 and FY 23-24 STMP fees are shown below.

FY 22-23 STMP Fee Rate		
Type of Fee	STMP Fee per Unit	STMP Fee per Square ft.
Single Family	\$ 6,458	
Multi Family	\$ 3,181	
Senior Housing	\$ 1,744	
Hotel (per room)	\$ 4,133	
Storage Facility		\$ 0.90
Retail / Service		\$ 7.82
Industrial		\$ 6.60
Office		\$ 10.35
Other (per AM pk hr trip)	\$ 8,727	

FY 23-24 STMP Fee Rate		
Type of Fee	STMP Fee per Unit	STMP Fee per Square ft.
Single Family	\$ 6,916	
Multi Family	\$ 3,407	
Senior Housing	\$ 1,868	
Hotel (per room)	\$ 4,426	
Storage Facility		\$ 0.97
Retail / Service		\$ 8.38
Industrial		\$ 7.07
Office		\$ 11.09
Other (per AM pk hr trip)	\$ 9,346	

The STMP Quarterly Reporting form for FY 23-24 is included as an attachment. Local agency staff should begin using this version to report STMP fees after July 1, 2023.

ATTACHMENT

A. FY 2023-2024 STMP Quarterly Reporting Form

**West County Subregional Transportation Mitigation Program (STMP) Developer Fees
 JURISDICTIONS' QUARTERLY TRANSMITTAL REPORT FORM for FY 2023-24**

Jurisdictions are required to submit this completed form to WCCTAC no later than 30 days following the close of each calendar quarter; whether or not there are fees to submit, continuing through the life of the Master Cooperative Agreement.

Check Appropriate Box:

<input type="checkbox"/>	FY Q1	<input type="checkbox"/>	FY Q2	<input type="checkbox"/>	FY Q3	<input type="checkbox"/>	FY Q4
	July-Sept 31-Oct		Oct-Dec 30-Jan		Jan-Mar 30-Apr		Apr-June 31-Jul

Fiscal Year: _____
Reporting Period: _____
Fee Submittal Due Date: _____
Jurisdiction's Name: _____
Contact Name: _____
Contact Email: _____

All sections of the report must be completed.
 Attach check, payable to WCCTAC, to this report.
 Submit check and completed transmittal report to:
 WCCTAC
 6333 Potrero Ave., Suite 100
 El Cerrito, CA 94530

No development to report this period. OR Notes:
 Insert below the # of Units or # of Sq. Ft. to calculate the amnt. of fee collected.
 List each project or project component separately. Add rows as needed.

Type of Fee	Project Address	Development Name	STMP Fee per Unit	STMP Fee per Square ft.	Total # Units or Sq. Ft.	STMP \$ Collected
Single Family			\$ 6,916			\$ -
Multi Family			\$ 3,407			\$ -
Senior Housing			\$ 1,868			\$ -
Hotel (per room)			\$ 4,426			\$ -
Storage Facility				\$ 0.97		\$ -
Retail / Service				\$ 8.38		\$ -
Industrial				\$ 7.07		\$ -
Office				\$ 11.09		\$ -
Other (per AM pk hr trip)			\$ 9,346			\$ -
TOTAL FEES COLLECTED:						\$ -

This should be the amount of your check to WCCTAC. ↗

If a jurisdiction is collecting STMP fees for a development application at a rate different than what is currently in effect, provide on the following page the name and address of each development and which reason applies:

- A. The development project is subject to a development agreement executed on _____;
- B. The development submitted a vesting tentative map that was approved on _____;
- C. Other (explain legal basis for development not paying current adopted rates; n.b., a development application submitted in a prior year alone is an insufficient explanation) _____.

During the reporting period, has your agency granted:

- 1. STMP Fee Credits to any development? Yes No
- 2. STMP Fee Waivers/Exemptions to any development? Yes No

If yes to either of the above, please respond to the questions on the next page.

If STMP Credits were granted, for each development complete the questions below:

- 1. What is the name and address of the development project receiving the credit?
- 2. What was the dollar value of the credit?
- 3. Which of the 20 STMP Projects was the credit used for?
- 4. What elements of the STMP project were completed with the credited funds?

If Waivers/Exemptions of STMP Fees were granted, for each development, complete the questions below:

- 1. Were all other local fees waived/exempted for the development project? Yes No
- 2. Briefly explain why the development project's STMP fee was waived/exempted?

Respond to Different Fee Rates/Credit and Waiver/Exemption Questions here:

**WEST CONTRA COSTA TRANSPORTATION ADVISORY
COMMITTEE RESOLUTION NO. 23-03**

RESOLUTION APPROVING ADOPTION OF CalPERS 457 PLAN

WHEREAS, the West Contra Costa Transportation Advisory Committee (WCCTAC) currently offers its employees deferred compensation plans; and

WHEREAS, WCCTAC seeks to offer its employers an additional deferred compensation plan option; and

WHEREAS, the Board of Administration (the “Board”) of the California Public Employees’ Retirement System (“CalPERS”) has established the CalPERS 457 Plan (the “CalPERS 457 Plan”) which may be adopted by a governmental employer the employees of which are public employees; and

WHEREAS, WCCTAC believes that the CalPERS 457 Plan and the investment options available thereunder will provide valuable benefits to its employees; and

WHEREAS, the CalPERS Board has appointed Voya Financial® (the Plan Recordkeeper) to perform recordkeeping and administrative service under the CalPERS 457 Plan and to act as the Board’s agent in all matters relating to the administration of the CalPERS 457 Plan;

NOW, THEREFORE, BE IT RESOLVED that WCCTAC adopts the CalPERS 457 Plan for the benefit of its employees and authorizes and directs the Executive Director to execute the adoption agreement on behalf of WCCTAC and to provide CalPERS or any successor agent duly appointed by the Board with such information and cooperation as may be needed on an ongoing basis in the administration of the CalPERS 457 Plan. A copy of this resolution, the agreement, and any attachments thereto shall be on file in the office of WCCTAC.

Passed and adopted as a resolution of the (Authorized Member of the Employer), at a meeting held on February 24, 2023

AYES:

NOES:

ABSTAIN:

ABSENT:

By _____

Paul Fadelli, Chair

Attest:

John Nemeth, Executive Director

Approved as to Form:

Kristopher J. Kokotaylo, General Counsel



El Cerrito

April 4, 2023

Hercules

Mr. Tim Haile, Executive Director
Contra Costa Transportation Authority
2999 Oak Road, Suite 100
Walnut Creek, CA 94597

Pinole

RE: March 2023 WCCTAC Board Meeting Summary

Dear Tim:

Richmond

The WCCTAC Board, at its meeting on March 24, 2023, took the following actions that may be of interest to CCTA:

San Pablo

1. *Approved* Resolution 23-02 allocating \$45k in Measure J 28b funds for the WCCTAC Travel Training Program.
2. *Authorized* staff to transmit a redline draft of edits to the Joint Powers Agreement (JPA) to member agencies for review by legal counsels.
3. *Authorized* staff to issue a Cycle 2 Call for Projects for 2019 STMP funds.

If you have any questions, feel free to contact me.

Sincerely,

A handwritten signature in black ink that reads "John Nemeth". The signature is written in a cursive, flowing style.

John Nemeth
Executive Director

AC Transit

cc: Tarianne Grover, CCTA

BART

WestCAT

ACRONYM LIST. Below are acronyms frequently utilized in WCCTAC communications.

ABAG: Association of Bay Area Governments
ACTC: Alameda County Transportation Commission
ADA: Americans with Disabilities Act
APC: Administration and Projects Committee (CCTA)
ATP: Active Transportation Program
AV: Autonomous Vehicle
BAAQMD: Bay Area Air Quality Management District
BATA: Bay Area Toll Authority
BCDC: Bay Conservation and Development Commission
Caltrans: California Department of Transportation
CBTP: Community Based Transportation Plan
CCTA: Contra Costa Transportation Authority
CEQA: California Environmental Quality Act
CIL: Center for Independent Living
CMAAs: Congestion Management Agencies
CMAQ: Congestion Management and Air Quality
CMIA: Corridor Mobility Improvement Account (Prop 1B bond fund)
CMP: Congestion Management Program
CSMP: Corridor System Management Plan
CTC: California Transportation Commission
CTP: Contra Costa Countywide Comprehensive Transportation Plan
CTPL: Comprehensive Transportation Project List
DEIR: Draft Environmental Impact Report
EBRPD: East Bay Regional Park District
EIR: Environmental Impact Report
EIS: Environmental Impact Statement
EVP: Emergency Vehicle Preemption (traffic signals)
FHWA: Federal Highway Administration
FTA: Federal Transit Administration
FY: Fiscal Year
HOV: High Occupancy Vehicle Lane
ICM: Integrated Corridor Mobility
ITC or RITC: Hercules Intermodal Transit Center
ITS: Intelligent Transportations System
LOS: Level of Service (traffic)
MOU: Memorandum of Understanding
MPO: Metropolitan Planning Organization
MTC: Metropolitan Transportation Commission
MTSO: Multi-Modal Transportation Service Objective

NEPA: National Environmental Policy Act
O&M: Operations and Maintenance
OBAG: One Bay Area Grant
PAC: Policy Advisory Committee
PASS: Program for Arterial System Synchronization
PBTF: Pedestrian, Bicycle and Trail Facilities
PC: Planning Committee (CCTA)
PCC: Paratransit Coordinating Committee (CCTA)
PDA: Priority Development Areas
PSR: Project Study Report (Caltrans)
RHNA: Regional Housing Needs Allocation (ABAG)
RPTC: Richmond Parkway Transit Center
RTIP: Regional Transportation Improvement Program
RTP: Regional Transportation Plan
RTPC: Regional Transportation Planning Committee
SCS: Sustainable Communities Strategy
SHPO: State Historic and Preservation Office
SOV: Single Occupant Vehicle
STA: State Transit Assistance
STIP: State Transportation Improvement Program
STMP: Subregional Transportation Mitigation Plan
SWAT: Regional Transportation Planning Committee for Southwest County
TAC: Technical Advisory Committee
TCC: Technical Coordinating Committee (CCTA)
TDA: Transit Development Act funds
TDM: Transportation Demand Management
TFCA: Transportation Fund for Clean Air
TEP: Transportation Expenditure Plan
TLC: Transportation for Livable Communities
TOD: Transit Oriented Development
TRANSPAC: Regional Transportation Planning Committee for Central County
TRANSPLAN: Regional Transportation Planning Committee for East County
TSP: Transit Signal Priority (traffic signals and buses)
VMT: Vehicle Miles Traveled
WCCTAC: West County Costa Transportation Advisory Committee
WETA: Water Emergency Transportation Authority