

El Cerrito

TECHNICAL ADVISORY COMMITTEE MEETING NOTICE & AGENDA

Hercules

DATE & TIME: Thursday, January 11, 2024 • 9:00 AM – 11:00 AM
LOCATION: WCCTAC Offices • 6333 Potrero Ave. at San Pablo Avenue, El Cerrito, CA 94530
TRANSIT OPTIONS: Accessible by AC Transit #72, #72R, #72M & El Cerrito del Norte BART

Pinole

1. **CALL TO ORDER and MEMBER ROLL CALL**
Estimated Time:* 9:00 AM, (2 minutes)

Richmond

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.

San Pablo

3. **CONSENT CALENDAR**
Estimated Time:* 9:05 AM, (5 minutes)

Contra Costa
County

- A. **Minutes from November 9, 2023, meeting**
Recommendation: Approve as presented
Attachment: Yes

AC Transit

4. **REGULAR AGENDA ITEMS**

- A. **Nominations for Countywide Bicycle and Pedestrian Advisory Committee (CBPAC)**
Description: The CCTA has notified WCCTAC that it must re-appoint representatives to the CBPAC for two-year terms. The TAC is being asked to nominate one citizen representative from West County, one WCCTAC TAC (or staff) representative, and one alternate to fill in when either of those two representatives are unable to attend. Nominations approved by the TAC will go to the WCCTAC Board for final approval.

BART

Recommendation: Nominate representatives to the CBPAC

Attachments: No

Presenter/Lead Staff: Coire Reilly, WCCTAC staff

WestCAT

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

B. CCTA’s “TDM 2.0” Proposal

Description: CCTA staff will provide information about the proposed “TDM 2.0” concept which would change the countywide TDM Program. This change would have a significant impact on WCCTAC as an organization.

Recommendation: Receive Information and provide feedback

Attachments: Yes

Presenter/Lead Staff: Ying Smith, CCTA staff.

Estimated Time:* **9:20 AM**, (50 minutes)

C. On-Call Consultant Support with Grant Applications

Description: WCCTAC Staff is proposing to issue an RFQ for on-call consultant support to assist in the pursuit of grants. Staff suggests that \$75,000 in flexible Measure J 28b funds be set aside for this purpose.

Recommendation: Refine staff proposal and provide a recommendation to the WCCTAC Board.

Attachments: Yes

Presenter/Lead Staff: Leah Greenblat, WCCTAC staff

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

5. STANDING ITEMS

A. Technical Coordinating Committee (TCC) Report

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

Recommendation: Receive update.

Attachment: No

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

Estimated Time:* **10:30 AM** (5 minutes)

B. Staff and TAC Member Announcements

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

Recommendation: Receive update.

Attachment: No

Presenter/Lead Staff: WCCTAC Staff and TAC Members

Estimated Time:* **10:35 AM** (5 minutes)

6. ADJOURNMENT

Description / Recommendation: Adjourn to the next regular meeting of the TAC on Thursday, February 8, 2024. The next meeting of the WCCTAC Board is Friday, January 26, 2024.

Estimated Time:* **10:40 AM**

* 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.

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El Cerrito

WCCTAC TAC Meeting Action Minutes

Hercules

MEETING DATE: November 9, 2023

Pinole

MEMBERS PRESENT: Jarrett Mullen, El Cerrito; Allan Panganiban, San Pablo; Jamar Stamps, Contra Costa County; Jim Cunradi, AC Transit; Denee Evans, Richmond; Shelehia Meisner, BART; Sanjay Mishra, Pinole; Rob Thompson, WestCAT (arrived 9:45, left 10:00am)

Richmond

GUESTS: Colin Clark, CCTA; Matt Braughton, Kittleson Staff; Carissa Lee, AC Transit; Sonia Bustamonte, Supe. Gioia staff

San Pablo

STAFF PRESENT: John Nemeth, Coire Reilly

ACTIONS LISTED BY: WCCTAC Staff

Contra Costa
County

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. Minutes from September 14, 2023, Meeting.	Jim Cunradi moved, and Jarrett Mullen seconded. Consent calendar approved unanimously.

AC Transit

BART

Regular Agenda Items

WestCAT

4A.	Countywide Transportation Safety Action Plan	Kittleson staff provided a report on the Countywide Transportation Safety Action Plan, which is part of CCTA’s Vision Zero effort. Jarrett Mullen, from El Cerrito, also presented some “quick-build” experiences in El Cerrito to address road safety. WCCTAC member agencies were encouraged to provide input on the plan within a couple of weeks. This latest safety action planning effort is scheduled to be completed in Spring 2024. Any individual Local Road Safety Plan adoption by the local
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ITEM	ITEM/DISCUSSION	ACTION/SUMMARY
		jurisdiction for OBAG-3 compliance is due December 31, 2023.
4B.	AC Transit Bus Shelters	AC Transit staff delivered a presentation on the current state of funding and contracts for bus shelter maintenance. AC Transit requested that WCCTAC provide maintenance funding for one year, using Measure J 28b funds for \$88,647. Denee Evans moved to approve. Allan Panganiban seconded. Recommendation passed unanimously.
Standing Items:		
5A.	Technical Coordinating Committee (TCC) Report	The last TCC meeting was cancelled.
5B.	Staff and TAC Member Announcements	<p>Allan Panganiban stated that the Rumrill Blvd project is getting close to being finished. There will be a ribbon cutting in the next few months.</p> <p>Jarrett Mullen stated that San Pablo Ave is going to be repaved by Caltrans, along with pedestrian and bicycle safety upgrades.</p> <p>El Cerrito and Richmond noted that they had submitted a joint grant proposal for bike/ped bridges and active transportation.</p>
6.	Adjournment	The meeting adjourned at 10:55 AM.

TO: WCCTAC TAC

MEETING DATE: January 11, 2024

FR: John Nemeth, Executive Director

RE: TDM 2.0

REQUESTED ACTION

Receive information from CCTA staff regarding TDM 2.0.

BACKGROUND AND DISCUSSION

WCCTAC has been involved in the delivery of Transportation Demand Management (TDM) for over three decades, and this is listed as a key responsibility in WCCTAC's Joint Powers Agreement. WCCTAC collaborates with the CCTA and the three other subregions to implement the countywide TDM program under the "511 Contra Costa" banner.

The Measure J Expenditure Plan continued the precedent, from Measure C, of providing funding to TDM (Commute Alternatives, Program 17). The TDM program has long been supplemented with Air District Transportation for Clean Air (TFCA) funds, which have also been passed to subregions by the CCTA, per a 1992 agreement.

The Air District requires that programs follow extensive implementation guidelines and meet its quantitative standards for cost-effectiveness. Contra Costa County's program has always met this effectiveness threshold and, in FY22-23, the West County program alone reduced over 17 million miles of VMT, 133,000 individual trips, and over 5,000 tons of CO2 emissions.

The Measure J Expenditure Plan notes that TDM program and project recommendations shall be made by each subregion. There is a great deal of commonality in the program across the County but, in West Contra Costa, the effort to encourage commute alternatives has chiefly focused on providing incentives for using transit, cycling, and walking.

As TDM is a statutorily required component of the statewide Congestion Management Program, other counties in the Bay Area have similar programs aimed at shifting modes and reducing greenhouse gas emissions. WCCTAC serves as the TDM provider for local jurisdictions in West County. The cities of Richmond, El Cerrito, Hercules, and Pinole all adopted municipal code language delegating implementation of the County TDM Ordinance to WCCTAC.

Given this context, WCCTAC uses its Measure J and TFCA funding for program delivery. Funds are applied to staffing, direct incentives (i.e bus passes), and other program hard cost (i.e. electric vehicle charging stations). WCCTAC has a TDM program manager on staff and uses some funding for general administration.

The CCTA is proposing to change the countywide TDM program and establish “TDM 2.0”, which could effectively end the current program. If the CCTA implements a new “TFCA Policy” it could mean that those funds will no longer flow to subregions for TDM. It is not yet clear if Measure J Program 17 funds would continue to flow to subregions. Even if they did, however, in the absence of TFCA funds, the countywide TDM program would be much less robust given that the TFCA funding exceeds the Measure J program funding.

At the January WCCTAC TAC meeting, CCTA staff will provide an overview of the details of the TDM 2.0 proposal.

The loss of TFCA funds, and potentially Measure J funding as well, would have severe impacts for WCCTAC as an organization. The organization has always been staffed to be a local deliverer of TDM services. Since TDM funding supports about 1.7 FTE’s at WCCTAC, its loss would mean that the organization would either need to shrink from a five-person staff to three-person staff or would need substantially higher dues from member agencies.

If the existing 511 Contra Costa program were to end, Contra Costa County could also be an outlier in the region. Contra Costa might, for example, be the only Bay Area County without a Guaranteed Ride Home program. Additionally, depending on how the new program is structured, cities might need to take on TDM obligations.

ATTACHMENT

A: One page overview of TDM 2.0 from CCTA staff

Introduction to TDM 2.0 and CCTA TFCA Policy Item to RTPC

Subject: Travel Demand Management 2.0 and CCTA Transportation Fund for Clean Air Policy

Transportation Demand Management is one of the strategic priorities of the Contra Costa Transportation Authority (Authority). The Authority desires to implement a more robust and relevant Travel Demand Management (TDM) program. The new program, branded as TDM 2.0, is envisioned to have countywide implementation, aligns with the Authority's strategic position, and incorporates performance measures in Vehicles Miles Travelled (VMT) and emission reductions.

The current TDM program includes many activities to promote alternatives to commuting in single-occupant vehicles, benefiting employers, municipalities, K-12 schools, colleges, commuters, and residents. The program activities are managed by the three offices: 1) the Authority, on behalf of TRANSPAC and TRANSPLAN, 2) SWAT, and 3) WCCTAC.

Funding for the TDM program comes from two main sources – Transportation Fund for Clean Air Policy (TFCA) and Measure J Program 17 – Commute Alternative funds. The Authority annually approves TFCA and Measure J Program 17 funds to the four county sub-regions based on a formula that includes the equity weight of population and jobs. The county total of funds for TDM program in Fiscal Year 2023-24 was approximately \$2.5 million.

To achieve the goals and objectives of TDM 2.0, Authority staff is proposing several steps to implement in the next three years:

Step 1a (FY 24-25): Existing TDM Program Improvements

Step 1b (FY 24-25): New Contra Costa TFCA Policy

Step 2 (FY 25-26): TDM Strategic Plan

Step 3 (FY 26-27): TDM 2.0 Implementation

Authority staff is planning to present the details of TDM 2.0 and TFCA Policy to the RTPC Technical Advisory Committee and Committee/Board meetings in January and February.

TO: WCCTAC TAC

MEETING DATE: January 11, 2024

FR: Leah Greenblat, Transportation Program Manager

RE: **On-call Consultant Support for Grant Applications**

REQUESTED ACTION

Refine a recommendation for the WCCTAC Board to:

1. Authorize WCCTAC staff to issue a Request for Qualifications to develop a list of on-call consultants for transportation grant preparation and other related services; and
2. Designate \$75,000 of Measure J, 28b funds for these consultant services.

BACKGROUND AND DISCUSSION

WCCTAC staff is recommending development of an On-Call Transportation Planning and Support list consisting of qualified consultants to provide ongoing support for WCCTAC to assist with the pursuit of grant funding.

Over the past several years, WCCTAC has been successful in obtaining multiple grants, generally for planning efforts. The WCCTAC Board has subsequently encouraged staff to pursue funding for the implementation of planned improvements. Staff, however, does not always have the capacity or specialized knowledge, to pursue all available grant opportunities, including those that might be a good fit for proposed improvements in West County.

Staff also recognizes that its grant applications that have included multiple agency partners have garnered the most success, but are more complicated to prepare. Utilizing authorized consultants will permit WCCTAC to respond faster to more grant opportunities and can provide the capacity and expertise to pursue more challenging grant applications.

Agencies like the CCTA, as well as local jurisdictions, typically have a list (or bench) of consultants whose services can be called upon as needed. To increase WCCTAC's competitiveness in applying for grants, staff is recommending that WCCTAC develop its own list of on-call consultants.

The following the types of assistance, shown below in the bulleted list, could be helpful:

- Monitoring and identification of transportation funding opportunities;
- Grant application preparation including writing, graphics, maps, budgets, and schedules;
- Outreach and communications support, e.g., written, graphic, and survey and web page development;
- Transportation planning with expertise in active transportation, transit, and other modes;
- Limited environmental review consultation – California Environmental Quality Act & National Environmental Policy Act including topics related to Vehicle Miles Traveled, Climate Change Adaptation and Greenhouse Gas (GHG) emissions reduction, Sea Level Rise & Sustainability, and identification of permitting requirements;
- Minor conceptual or preliminary design development to illustrate needed improvements o bring projects to a stage of competitive for grant submittal;
- Data analysis and mapping; and
- Preparation of Project Study Reports (PSRs) or PSR equivalents

It is staff's desire to issue a Request for Qualifications to establish a list of qualified consultant firms for an on-call transportation planning support and related services. Contracts are anticipated to be awarded for a period not-to-exceed three (3) years with the option of two (2) one-year extensions.

Staff recommends an initial set-aside of \$75,000 in Measure J 28b funds for this potential work. Naturally, these funds will only be spent if grants are pursued. The pursuit of grants may come at the TAC or Board's direction. In the future, depending on past success and the availability of future calls for projects, the amount of funding could be adjusted. If WCCTAC is successful in seeking grant funding by utilizing these consultant services, it could make for a very beneficial leveraging of Measure J 28b funds.

The Measure J, 28b fund generates approximately \$80,000 quarterly. WCCTAC currently has about \$532,853 available and uncommitted as of the first of this year.

ATTACHMENTS:

- A. Select List of Upcoming Transportation Grants

ATTACHMENT A

Selection of Upcoming Grants				
Name	Call Released	Due	Funds Available	Additional Information
RAISE Discretionary Grants	11/2023	2/28/2024	\$1,500 M	<p>RAISE grants will be awarded on a competitive basis, per statute, for planning or constructing surface transportation infrastructure projects that will improve safety; environmental sustainability; quality of life; mobility and community connectivity; economic competitiveness and opportunity including tourism; state of good repair; partnership and collaboration; and innovation.</p> <ul style="list-style-type: none"> • FY 2024 Deadline: February 28, 2024 • FY 2025 Deadline: January 13, 2025 • FY 2026 Deadline: January 13, 2026
FY 2024 Safe Streets and Roads for All (SS4A) Grant Program	February 2024			<p>The program focuses on the development of a comprehensive safety action plan and its implementation for all users of our highways, streets, and roadways, including pedestrians, bicyclists, public transportation users, motorists, personal conveyance and micromobility users, and commercial vehicle operators. The program provides funding to develop tools to strengthen a community's approach to roadway safety and save lives and prevent serious harm.</p> <p>https://www.transportation.gov/grants/SS4A</p>
Statewide ATP Cycle 7	March 2024	June 15, 2024	\$278 M	
Regional ATP Cycle 7	March 2024	June 15, 2024	\$48 M	Administered by MTC
RM3 San Francisco Bay Trail/Safe Routes to Transit.	TBD	June 2024	\$150, M	<p>Provide funding for a competitive grant program to fund bicycle and pedestrian access improvements on and in the vicinity of the state-owned toll bridges connecting to rail transit stations and ferry terminals. Eligible applicants include cities, counties, transit operators, school districts, community colleges, and universities. The project sponsor is the Metropolitan Transportation Commission.</p>
SMARTS Grants Stage 1	TBD	Summer 2024		Office of the Secretary
SMARTS Grants Stage 2	TBD	Summer 2024		Office of the Secretary