

MEETING NOTICE AND AGENDA

DATE & TIME: February 23, 2024 • 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 During the Meeting

Public comment during the meeting can be in person or via Zoom. Those wishing to comment in person should fill out a speak card. Participants wishing to comment via Zoom should indicate interest by using the hand raising function on Zoom or by physically raising their hands.

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 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.

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1. **Call to Order and Board Member Roll Call.** (Rita Xavier – Chair)
 2. **Public Comment.** The public is welcome to address the Board on any item that is not listed on the agenda.

CONSENT CALENDAR

3. **Minutes of January 26, 2024, Board Meeting.** *(Attachment; Recommended Action: Approve).*
4. **Monthly Update on WCCTAC Activities.** *(Attachment; Information only).*
5. **Financial Reports.** The reports show the Agency's revenues and expenses for January 2024. *(Attachment; Information only).*
6. **Payment of Invoices over \$10,000.** None *(No Attachment; Information only).*

REGULAR AGENDA ITEMS

7. **CCTA's TDM 2.0 Proposal.** CCTA's Executive Director, Tim Haile, will provide an update on the TDM 2.0 Proposal. The presentation may also include information about other CCTA initiatives. *(Tim Haile, CCTA Executive Director; Attachment; Recommended Action: Receive presentation and provide feedback as needed)*
8. **Safe Routes to School Program.** Contra Costa Health staff will present on the West County Safe Routes to School/Walk and Bike Leaders program, which encourages students to walk and bike to school. One phase of the program (funded by OBAG2) is ending soon, while another phase (funded by OBAG3) is set to begin next school year. WCCTAC provided a \$26,818 match from Measure J 28b for the OBAG3 project. *(Emily Warming, Contra Costa Health Staff; Attachment; Recommended Action: Receive information).*

CLOSED SESSION

9. **Public Employee Appointment (Government Code Section 54957).**
Title: General Counsel

STANDING ITEMS

10. **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
11. **General Information Items.**
 - a. Letter to CCTA Executive Director with Summary of Board Actions for January 26, 2024
 - b. Acronym List
12. **Adjourn.** Next regular meeting is: March 22, 2024 @ 8:00 a.m.

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- 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 January 26, 2024**

MEMBERS PRESENT: P. Fadelli, Chair (El Cerrito), R. Xavier, Vice-Chair (San Pablo), C. Kelley (Hercules), J. Gioia (CC County), C. Zepeda (Richmond), C. Peeples (AC Transit) A. Tave (Pinole), R. Saltzman (BART), T. Hansen (WestCAT), E. Martinez (Richmond)

STAFF PRESENT: John Nemeth, Leah Greenblat, Coire Reilly, Valerie Jenkins,
Kris Kokotaylo (counsel)

ACTIONS LISTED BY: WCCTAC Staff

Meeting Called to Order: 8:00 a.m.

Public Comment: None

Election of Officers:

- a. CCTA Representative (even year): Nomination of Chris Kelley, by **Director J. Gioia**, seconded by **Director C. Zepeda**
Yes-P. Fadelli, R. Xavier, C. Kelley, J. Gioia, C. Zepeda, A. Tave
No-none
Abstention-none
Passed unanimously
- b. WCCTAC Chair: Nomination of Rita Xavier (San Pablo) by **Director P. Fadelli**, seconded by **Director J. Gioia**
Yes-P. Fadelli, R. Xavier, C. Kelley, J. Gioia, C. Zepeda, A. Tave, T. Hansen, R. Saltzman, C. Peeples
No-none
Abstention-none
Passed unanimously
- c. WCCTAC Vice-Chair: Nomination of Anthony Tave (Pinole), by **Director C. Kelley**, and seconded by **Director A. Zepeda**
Yes-P. Fadelli, R. Xavier, C. Kelley, J. Gioia, C. Zepeda, A. Tave, T. Hansen, R. Saltzman, C. Peeples
No-none
Abstention-none
Passed unanimously

CONSENT CALENDAR

Motion by **Director E. Martinez**; seconded by **Director R. Saltzman**

Yes- P. Fadelli, R. Xavier, C. Kelley, J. Gioia. C. Zepeda, A. Tave, T. Hansen, R. Saltzman, C. Peeples

No- None

Abstention-None

Motion passed unanimously.

Item #5. Approved: Minutes of January 26, 2024, Board Meeting

Item #6. Received: Monthly Update on WCCTAC Activities

Item #7. Received: Financial Reports January 2024

Item #8. Approved: 2024 TAC and Board Meeting Calendar.

Item #9. Appointed: Bill Pinkham as the citizen representative for the CBPAC, Coire Reilly as the staff representative, and Leah Greenblat as the alternate representative.

Item #10. Adopted: Resolution 24-01. authorizing WCCTAC’s Executive Director to sign a funding agreement with the City of Richmond providing \$1,811,000 in STMP funds for the I-80/Central Avenue Improvement Project; and

Adopted: Resolution 24-02 authorizing WCCTAC’s Executive Director to sign a funding agreement with the City of Hercules providing \$ 1,550,000 in STMP funds for the Final Design of the Hercules Hub Project.

Item #11. Authorized: staff to implement the new agency “doing business as” name as the West Contra Costa Transportation Commission.

Item #12. Authorized: WCCTAC staff to issue a Request for Qualifications to develop a list of on-call consultants for transportation grant preparation and other related services.

Adopted: Resolution 24-03 designating \$75,000 of Measure J, 28b funds for these consultant services.

REGULAR AGENDA ITEMS

ITEM/DISCUSSION	ACTION
Item # 13 Richmond Moves	Information Only Joe Martin, of Via Transportation, shared information about the on-demand mobility service operating in the City of Richmond, known as Richmond Moves. The presentation included information about the overall concept, current service area, and ridership trends. WCCTAC Board members asked about potential modifications to the service boundaries and about future expansion opportunities.

<p>Item #14 Annual Transportation Demand Management (TDM) Program Update</p>	<p>Information Only Coire Reilly, of WCCTAC Staff, provided an update on TDM program activities for the 2023 program year. The presentation includes information about the Try Transit, Pass 2 Class, Summer Youth Pass and Take 10 incentive programs that encourage transit use. Mr. Reilly also shared information about other TDM activities including the Guaranteed Ride Home Program, the eBike Rebate Program, Secure Your Cycle, and Bike to Work/Wherever Day.</p>
<p>Item #15 CCTA’s “TDM 2.0” Proposal</p>	<p>John Nemeth, WCCTAC Executive Director, noted that both staff and the WCCTAC TAC had many concerns about the TDM 2.0 proposal as described in the attached TAC letter to the Board. He also noted, however, that staff, Board Chair Fadelli, and Director Kelley all recently had productive discussions with the CCTA Executive Director about these concerns. Staff explained that the proposal was likely to evolve and that CCTA Director, Tim Haile, would be speaking to both the WCCTAC TAC and the WCCTAC Board in February.</p>

Meeting Adjourned: 9:46am

TO: WCCTAC Board

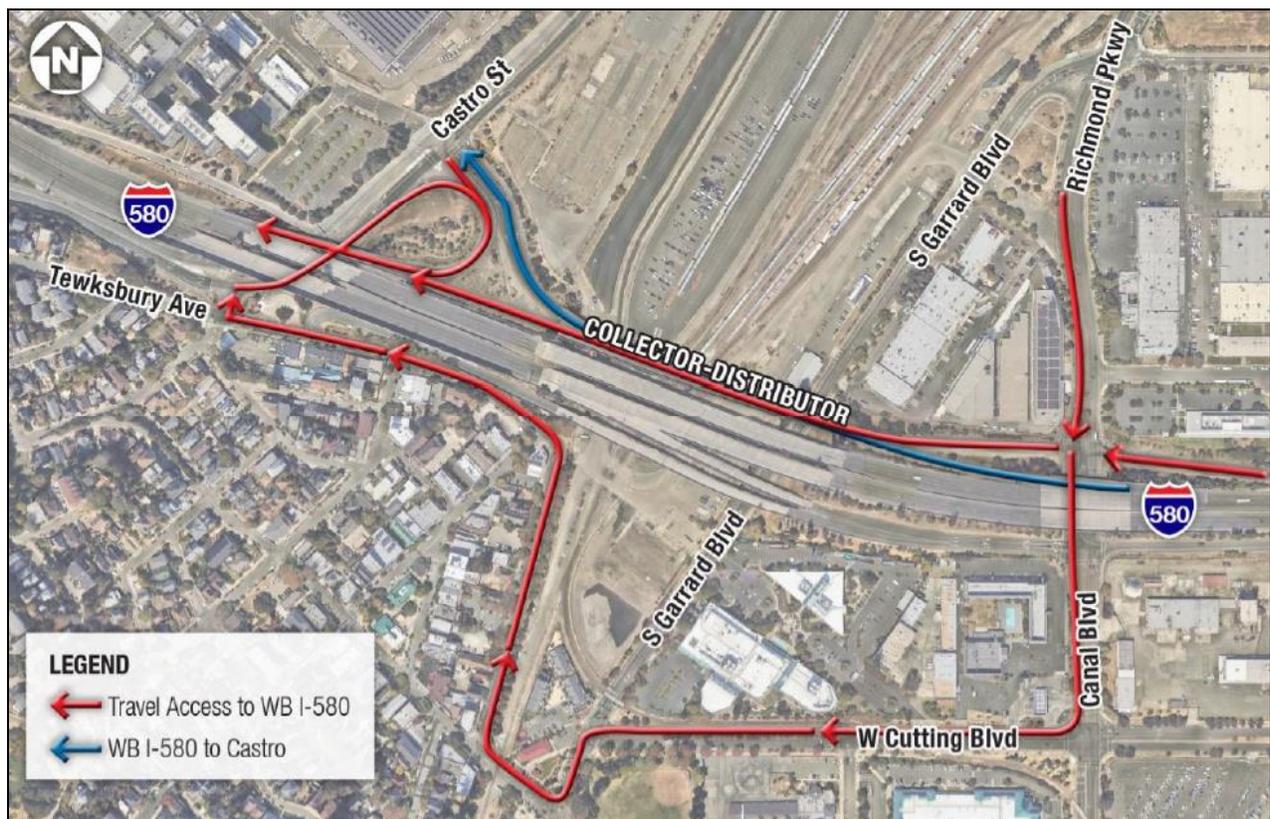
DATE: February 23, 2024

FR: John Nemeth, Executive Director

RE: **Monthly Update on WCCTAC Activities**

Point Richmond and I-580

WCCTAC staff participated in the January 31, 2024, Point Richmond Neighborhood Council meeting to discuss ongoing traffic concerns. The meeting included a presentation by MTC staff about traffic trends on I-580, particularly in the AM westbound direction. The presentation also included a status report on planned I-580 and toll plaza improvements.



WCCTAC, CCA, and Richmond staff also detailed a strategy for improving traffic in the Point Richmond neighborhood in the near term. It involves using consultants, Fehr and Peers, to analyze traffic impacts and develop a set of improvements, which may include signal timing, smart signals, signage, striping, or barriers. The analysis is expected to begin in April. The proposed improvements could be paid for with RM3 dollars. The next step is to return to the PRNC this summer to share the results of the Fehr and Peers analysis.

Bicycle Champion of the Year and Bike to Wherever Days



The annual nominations for Bicycle Champion of the year open on March 1. Do you know someone who always promotes bicycling, bicycles everywhere, or volunteers to make their community more bikeable? We're looking for someone who exemplifies what it means to be a bicycle champion. For more information, see the link below:

<https://bayareabiketowork.com/event-information/bike-champion-of-the-year>

Sign up to pledge to ride on Bike to Wherever Day, May 16, and all through May. Join up with riders from all over the region and encourage everyone in your network to sign up too!

<https://bayareabiketowork.com/event-information/pledge-to-ride>

Draft Strategies for the Richmond Parkway Transportation Plan (RPTP)

The RPTP's Public Advisory Group will meet on Thursday, February 22,. The group will receive a presentation on the draft strategies that were developed following the first round of community outreach. An additional focus of the meeting will be soliciting a list of upcoming outreach events, in the March-April time frame, where the team can conduct pop-ups to gather public input on the draft strategies. The pop-ups will supplement another round of public meetings. Please contact Leah Greenblat, Transportation Planning Manager (LGREENBLAT@wwtac.org) if you are aware of upcoming public events in the Richmond Parkway corridor area that might provide good opportunities for reaching members of the public.

Winter Walk Challenge is Still Underway

Despite this being a rainy winter, there are still plenty of people participating in the Winter Walk Challenge! WCCTAC's TDM Program, 511 Contra Costa, encourages Contra Costa residents to walk in their neighborhoods and complete weekly challenges by taking pictures based on the week's theme – such as finding flags, the tallest tree, or birds. Ten participants each week receive Amazon gift

cards as prizes, with an iPad grand prize at the end of the season. So far over 300 West County households and more than 1,600 households countywide have signed up to participate. More information and registration can be found here: <https://511contracosta.org/walk/winter-walk-challenge/>



San Pablo Avenue Multi-Modal Corridor Study

Earlier this month WCCTAC's representatives to the CCTA, Directors Fadelli and Kelley, met with the CCTA Executive Director and WCCTAC, CCTA, El Cerrito, and Richmond staff to continue discussions on next steps for advancing improvements along San Pablo Avenue. CCTA and WCCTAC agreed to develop a scope of work for a planning and design process that would be funded by Regional Measure 3 dollars. The next phase will focus on advancing the design of proposed pedestrian safety improvements, as well as conducting outreach around possible future transit-only lanes in the corridor. A working group comprised of CCTA, WCCTAC, AC Transit, El Cerrito, and Richmond staff, plans to begin meeting on a regular basis to facilitate this work.

On-Call Consultant Assistance with Grants

Following the WCCTAC Board's authorization to proceed with the development of a list of on-call consultants (to assist with the preparation of upcoming transportation grants) staff began to prepare the Request for Qualifications. This has included research into online tools for advertising and assisting in the management of the proposal process. Staff plans to issue the RFQ within the next few weeks.

General Ledger Monthly Budget Report



CITY OF SAN PABLO
City of New Directions

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Period 07 - 07
Fiscal Year 2024

Account Number	Description	Adopted	Budget Adjustments	Adjusted	YTD Actual	Variance	Encumbered	Available	% Avail
7700	WCCTAC Operations								
770-7700-41000	Salary	0.00	569,435.00	569,435.00	166,301.04	403,133.96	0.00	403,133.96	70.80
770-7700-41200	PERS Retirement	0.00	0.00	0.00	75,289.11	-75,289.11	0.00	-75,289.11	0.00
770-7700-41310	Medical Insurance	0.00	0.00	0.00	43,562.26	-43,562.26	0.00	-43,562.26	0.00
770-7700-41311	Retiree Healthcare	0.00	0.00	0.00	185.91	-185.91	0.00	-185.91	0.00
770-7700-41400	Dental	0.00	0.00	0.00	2,013.26	-2,013.26	0.00	-2,013.26	0.00
770-7700-41500	Flexible Spending Account	0.00	0.00	0.00	2,240.00	-2,240.00	0.00	-2,240.00	0.00
770-7700-41800	LTD Insurance	0.00	0.00	0.00	2,371.55	-2,371.55	0.00	-2,371.55	0.00
770-7700-41900	Medicare	0.00	0.00	0.00	3,524.95	-3,524.95	0.00	-3,524.95	0.00
770-7700-41901	Other Insurances	0.00	0.00	0.00	8,976.47	-8,976.47	0.00	-8,976.47	0.00
770-7700-41904	Life Insurance	0.00	0.00	0.00	933.30	-933.30	0.00	-933.30	0.00
770-7700-41911	Liability Insurance	0.00	4,639.00	4,639.00	0.00	4,639.00	0.00	4,639.00	100.00
770-7700-41912	Unemployment Insurance	0.00	0.00	0.00	112.00	-112.00	0.00	-112.00	0.00
	Salary and Benefits	0.00	574,074.00	574,074.00	305,509.85	268,564.15	0.00	268,564.15	46.78
770-7700-43500	Office Supplies	0.00	4,600.00	4,600.00	3,689.06	910.94	0.00	910.94	19.80
770-7700-43501	Postage	0.00	1,600.00	1,600.00	231.52	1,368.48	0.00	1,368.48	85.53
770-7700-43520	CopiesPrintingShippingXerox	0.00	3,300.00	3,300.00	1,487.96	1,812.04	0.00	1,812.04	54.91
770-7700-43600	Professional Services	0.00	69,510.00	69,510.00	44,121.94	25,388.06	0.00	25,388.06	36.52
770-7700-43900	RentBuilding	0.00	22,500.00	22,500.00	13,017.17	9,482.83	0.00	9,482.83	42.15
770-7700-44000	Special Department Expenses	0.00	10,000.00	10,000.00	2,829.73	7,170.27	0.00	7,170.27	71.70
770-7700-44320	TravelTraining Staff	0.00	2,500.00	2,500.00	261.69	2,238.31	0.00	2,238.31	89.53
	Service and Supplies	0.00	114,010.00	114,010.00	65,639.07	48,370.93	0.00	48,370.93	42.43
	Expense	0.00	688,084.00	688,084.00	371,148.92	316,935.08	0.00	316,935.08	46.06
7700	WCCTAC Operations	0.00	688,084.00	688,084.00	371,148.92	316,935.08	0.00	316,935.08	46.06
7720	WCCTAC TDM								
772-7720-41000	Salary	0.00	0.00	0.00	118,857.98	-118,857.98	0.00	-118,857.98	0.00
772-7720-41200	PERS Retirement	0.00	0.00	0.00	54,629.64	-54,629.64	0.00	-54,629.64	0.00
772-7720-41310	Medical Insurance	0.00	0.00	0.00	21,856.72	-21,856.72	0.00	-21,856.72	0.00
772-7720-41400	Dental Insurance	0.00	0.00	0.00	1,032.46	-1,032.46	0.00	-1,032.46	0.00
772-7720-41800	LTD Insurance	0.00	0.00	0.00	835.51	-835.51	0.00	-835.51	0.00
772-7720-41900	Medicare	0.00	0.00	0.00	1,707.56	-1,707.56	0.00	-1,707.56	0.00
772-7720-41901	Other Insurances	0.00	0.00	0.00	6,859.80	-6,859.80	0.00	-6,859.80	0.00
772-7720-41904	Life Insurance	0.00	0.00	0.00	255.06	-255.06	0.00	-255.06	0.00
	Salary and Benefits	0.00	0.00	0.00	206,034.73	-206,034.73	0.00	-206,034.73	0.00
772-7720-43500	Office Supplies	0.00	0.00	0.00	1,546.43	-1,546.43	0.00	-1,546.43	0.00

Account Number	Description	Adopted	Budget Adjustments	Adjusted	YTD Actual	Variance	Encumbered	Available	% Avail
772-7720-43501	TDM Postage	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
772-7720-43520	CopiesPrintingShippingXerox	0.00	0.00	0.00	1,392.97	-1,392.97	0.00	-1,392.97	0.00
772-7720-43600	Professional Services	0.00	0.00	0.00	24,024.46	-24,024.46	0.00	-24,024.46	0.00
772-7720-43900	RentBuilding	0.00	0.00	0.00	13,017.17	-13,017.17	0.00	-13,017.17	0.00
772-7720-44000	Special Department Expenses	0.00	0.00	0.00	101,244.48	-101,244.48	0.00	-101,244.48	0.00
772-7720-44320	TravelTraining Staff	0.00	0.00	0.00	0.50	-0.50	0.00	-0.50	0.00
	Service and Supplies	0.00	0.00	0.00	141,226.01	-141,226.01	0.00	-141,226.01	0.00
	Expense	0.00	0.00	0.00	347,260.74	-347,260.74	0.00	-347,260.74	0.00
7720	WCCTAC TDM	0.00	0.00	0.00	347,260.74	-347,260.74	0.00	-347,260.74	0.00
7730	STMP								
773-7730-41000	Salary	0.00	80,000.00	80,000.00	80,000.00	0.00	0.00	0.00	0.00
	Salary and Benefits	0.00	80,000.00	80,000.00	80,000.00	0.00	0.00	0.00	0.00
773-7730-44000	Special Department Expense	0.00	6,391,144.00	6,391,144.00	172,113.09	6,219,030.91	0.00	6,219,030.91	97.31
	Service and Supplies	0.00	6,391,144.00	6,391,144.00	172,113.09	6,219,030.91	0.00	6,219,030.91	97.31
	Expense	0.00	6,471,144.00	6,471,144.00	252,113.09	6,219,030.91	0.00	6,219,030.91	96.10
7730	STMP	0.00	6,471,144.00	6,471,144.00	252,113.09	6,219,030.91	0.00	6,219,030.91	96.10
7740	WCCTAC Special Projects								
774-7740-43600	Professional Services	0.00	0.00	0.00	240,440.43	-240,440.43	0.00	-240,440.43	0.00
774-7740-44000	Special Department Expense	0.00	519,994.00	519,994.00	18.00	519,976.00	0.00	519,976.00	100.00
	Service and Supplies	0.00	519,994.00	519,994.00	240,458.43	279,535.57	0.00	279,535.57	53.76
	Expense	0.00	519,994.00	519,994.00	240,458.43	279,535.57	0.00	279,535.57	53.76
7740	WCCTAC Special Projects	0.00	519,994.00	519,994.00	240,458.43	279,535.57	0.00	279,535.57	53.76
Expense Total		0.00	0.00	7,679,222.00	1,210,981.18	6,468,240.82	0.00	6,468,240.82	84.2304

General Ledger Monthly Budget Report

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 Period 07 - 07
 Fiscal Year 2024



Account Number	Description	Adopted	Budget Adjustments	Adjusted	YTD Actual	Variance	Encumbered	Available	% Avail
0000	Non Departmental								
773-0000-34310	County STMP Fees	0.00	750,000.00	-750,000.00	-21,110.59	-728,889.41	0.00	-728,889.41	97.19
773-0000-34315	El Cerrito STMP Fees	0.00	250,000.00	-250,000.00	-94,241.70	-155,758.30	0.00	-155,758.30	62.30
773-0000-34320	Hercules STMP Fees	0.00	40,000.00	-40,000.00	0.00	-40,000.00	0.00	-40,000.00	100.00
773-0000-34325	Pinole STMP Fees	0.00	40,000.00	-40,000.00	-127,906.89	87,906.89	0.00	87,906.89	-219.77
773-0000-34330	Richmond STMP Fees	0.00	750,000.00	-750,000.00	-2,840,835.21	2,090,835.21	0.00	2,090,835.21	-278.78
773-0000-34335	San Pablo STMP Fees	0.00	300,000.00	-300,000.00	-62,244.00	-237,756.00	0.00	-237,756.00	79.25
	Licenses and Permits	0.00	2,130,000.00	-2,130,000.00	-3,146,338.39	1,016,338.39	0.00	1,016,338.39	-47.72
773-0000-36102	Interest	0.00	15,000.00	-15,000.00	-170,456.50	155,456.50	0.00	155,456.50	-1,036.38
	Use of Property and Money	0.00	15,000.00	-15,000.00	-170,456.50	155,456.50	0.00	155,456.50	-1,036.38
770-0000-34111	Member Contributions	0.00	584,874.00	-584,874.00	-312,404.00	-272,470.00	0.00	-272,470.00	46.59
770-0000-39906	Other Revenue	0.00	121,687.00	-121,687.00	-30,617.00	-91,070.00	0.00	-91,070.00	74.84
772-0000-39906	Other Revenue	0.00	0.00	0.00	-280,114.02	280,114.02	0.00	280,114.02	0.00
774-0000-39906	Other Revenue	0.00	519,994.00	-519,994.00	-107,709.96	-412,284.04	0.00	-412,284.04	79.29
	Miscellaneous Revenue	0.00	1,226,555.00	-1,226,555.00	-730,844.98	-495,710.02	0.00	-495,710.02	40.41
	Revenue	0.00	3,371,555.00	-3,371,555.00	-4,047,639.87	676,084.87	0.00	676,084.87	-20.05
0000	Non Departmental	0.00	3,371,555.00	-3,371,555.00	-4,047,639.87	676,084.87	0.00	676,084.87	-20.05
Expense Total		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0

TO: WCCTAC Board

MEETING DATE: February 23, 2024

FR: John Nemeth, Executive Director

RE: CCTA's TDM 2.0 Proposal

REQUESTED ACTION

Receive a presentation from CCTA Executive Director, Tim Haile, and provide feedback as needed.

BACKGROUND AND DISCUSSION

CCTA staff provided information about a proposed change to the countywide TDM Program, dubbed TDM 2.0, at the January 11, 2024, WCCTAC TAC meeting. Both WCCTAC staff and the TAC had concerns about the proposal. The TAC asked staff to draft a letter that captured its comments, which was included in the January 26, 2024, WCCTAC Board packet.

At the January 26, 2024, WCCTAC Board Meeting, staff noted its concerns and the TAC's letter. However, staff also mentioned positive conversations with CCTA's Executive Director and suggested that the proposal would likely evolve.

CCTA's Executive Director attended the WCCTAC TAC meeting on Feb 8, 2024, and delivered a presentation about TDM 2.0. He explained that the proposal had changed based on feedback received by the Authority. Staff supports the revisions to the proposal. Following the meeting, WCCTAC staff drafted a letter to CCTA staff outlining its current understanding of TDM 2.0 and asking some follow-up questions. That letter is included as Attachment A.

At its meeting on February 23, 2024, the WCCTAC Board will receive a presentation from Executive Director Haile. The presentation will cover the TDM 2.0 proposal but may also include information about other CCTA initiatives.

ATTACHMENTS

A: Letter to CCTA staff (2-16-24).

El Cerrito



Hercules

February 16, 2024

Pinole

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

Dear Tim,

Richmond

Thank you, again, for coming to the WCCTAC TAC meeting on February 8, 2024, to provide an update on the TDM 2.0 concept. We appreciate your willingness to discuss the concept in depth, receive feedback, and make adjustments. The following letter outlines our understanding of the current proposal and includes some follow-up questions and suggestions.

San Pablo

Our Understanding of the Current Proposal

From your presentation, we have the following understanding:

Contra Costa County

AC Transit

BART

WestCAT

- Measure J Program 17 and TFCA funds will continue to be allocated to the subregions on an annual basis.
- These funds will be allocated using the existing population and jobs formula to ensure geographic equity.
- The subregions will continue to be directly involved in program delivery and in the development of subregional work programs.
- CCTA will be adding requirements to the program, beyond those from the Air District, focused on documenting reductions in VMT.
- CCTA will require subregions to make at least some transit incentive funding available on an app, which can capture VMT-related data.
- Many existing TDM activities will likely be able continue and not every activity will need to have a VMT reduction impact that's quantifiable via the app.
- New ideas for uses for TFCA or Measure J funds that primarily benefit one subregion will utilize that subregion's share of funding.
- The annual operating cost of the app will be approximately \$100k and will be paid for with either Measure J Program 17 or TFCA funds unless another funding source can be found.

To ensure that all parties involved in this process have the same understanding of the TDM 2.0 proposal, we think that it would be useful for Authority staff to describe the proposal in detail in a document. The document can be as brief as one page. We also think the proposal shouldn't move into the implementation phase prior to being described in writing.

Details of the Program related to VMT

The current countywide TDM program meets (and exceeds) Air District requirements. TDM 2.0, however, will add the requirement of reducing VMT in ways that can be better documented. Given this change, it would be helpful for all involved to have as much information as possible about the Authority's VMT reduction objectives. As such, we have the following questions:

- How much VMT mitigation is CCTA looking to achieve countywide each year via this program?
- How much VMT is each subregion going to be required to reduce each year? Will there be targets for the subregions? Will CCTA be evaluating (and/or approving) subregions' programs based on those targets?
- Will each subregion be reducing/mitigating VMT for VMT-increasing capital projects in their own subregion, or will subregions be collectively reducing VMT for all relevant capital projects countywide?
- How much room will there be in the program for activities that don't have a direct or easily quantifiable VMT reduction?

Details of the Program related to the App

CCTA staff has stated that the use of an app will be integral to TDM moving forward, given its ability to document reductions in VMT. Given the app's importance, we have some related questions, as follows:

- We have not received a presentation about the details or functionality of the app and are thus left to wonder how exactly it will work and provide services to users. Can CCTA staff provide this information prior to implementation of TDM 2.0?
- Will the app be connected in some way to Clipper? What are the back-end requirements for this connection?
- Does the Authority anticipate that transit incentives will need to be larger in the new TDM program to motivate people to download and use the app?
- Does the Authority see any equity issues in transit incentives being made available primarily through an app given that some populations, particularly seniors, lack smartphones or aren't universally savvy with them?

Next Steps and Implementation

Lastly, we have the following questions and comments about the implementation process:

- It is our understanding that TDM 2.0 will be similar to the existing TDM program, but with the inclusion of an app to better capture information about VMT reduction. We're not sure why this change requires a CCTA Board-approved policy relating to TFCA funds. What will the policy say? Why is it required? It would be helpful to have this information before moving forward.
- We wonder why the current timeline calls for a TDM strategic plan in a year or two. The recent work of CCTA staff has involved considerable effort and consensus-building in the development of a TDM 2.0 Program. An upcoming strategic planning process suggests that the new framework could be upended again in short order, creating uncertainty in the present. We expect that there will be collaboration in the delivery of the program with continual evaluation and adjustments being made by CCTA and subregions as needed. We think this ongoing collaboration is preferable to a near-term strategic plan.

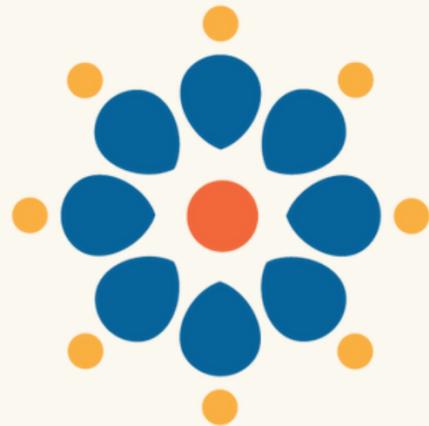
As we mentioned at our February 8 TAC meeting, we would like to make ourselves available to work with you and your staff in the development of changes to the program so that we can develop a shared vision. With a collaborative approach I'm confident that we can craft a TDM program that will be popular, effective, innovative, and satisfy a wide range of objectives.

Sincerely,



John Nemeth
WCCTAC Executive Director

CONTRA COSTA
HEALTH



cchealth.org

West County Safe Routes to School

One Bay Area Grant Funded
CCH Programs

WCCTAC Board Meeting
February 23, 2024

Emily Warming, MPH, MSW | she/her
Program Manager
Building Healthy Communities

Building Healthy Communities Program



VISION:

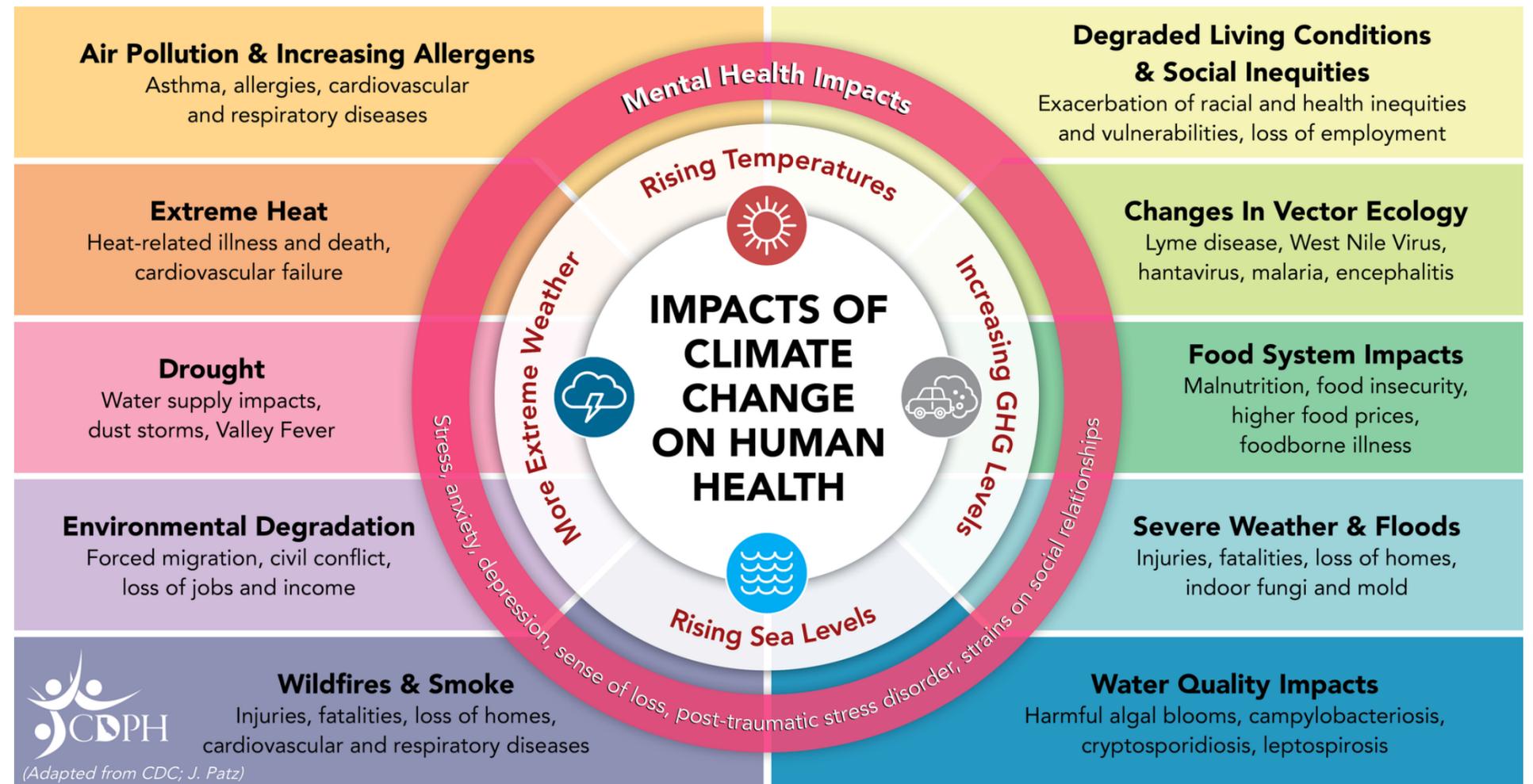
Contra Costa communities are equitably built for health, safety, and climate change mitigation.

Safe Routes to School



Safe Routes to School & Climate Change Mitigation

Personal gas-powered vehicles produce
1/5
of all climate pollution in the U.S.



Safe Routes to School & Physical Activity

Physical Activity:

one of the best things people can do to improve their health

Benefits for Children:

- Improves academic performance*
- Reduces risk of depression
- Improves aerobic fitness
- Improves muscular fitness

*immediate benefit





Safe Routes to School & Injury Prevention

In Contra Costa County, bicyclists and pedestrians are **disproportionately** involved in **fatal** traffic crashes

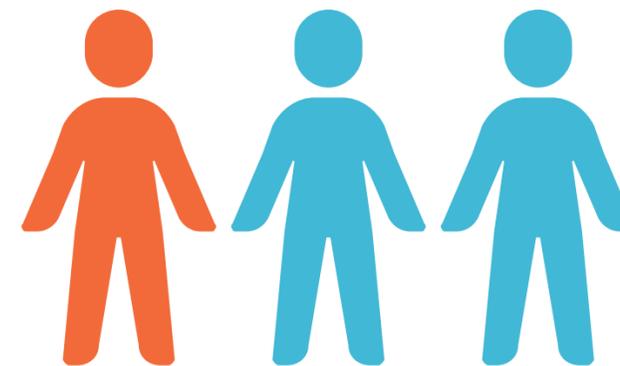
1 in 10

crashes
involve a bicyclist or a
pedestrian



1 in 3

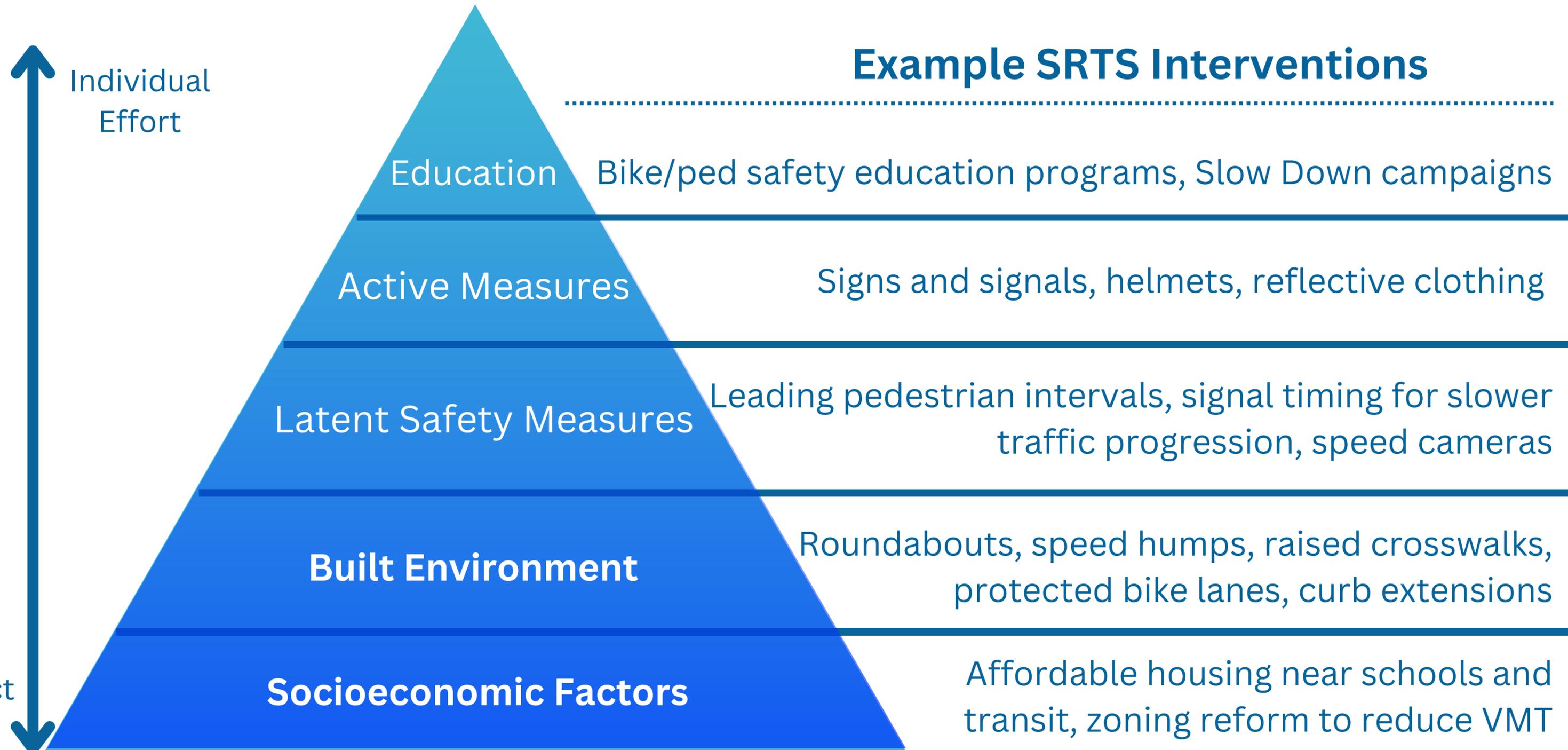
fatal traffic crashes
victimize a bicyclist
or a pedestrian





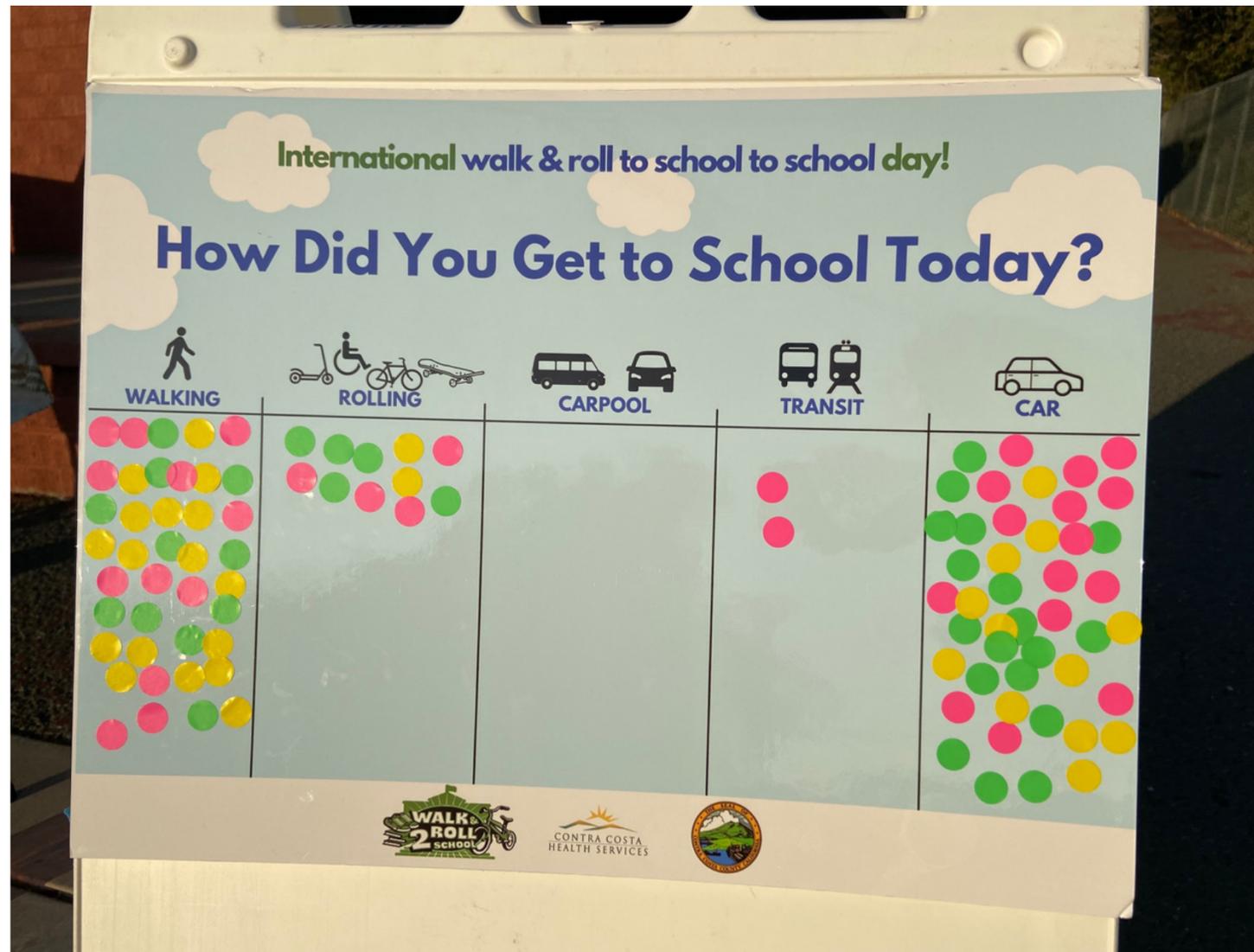
Safe Routes and the Safe System Pyramid

Example SRTS Interventions



Population Health Impact

Source: [Ederer, et al](#)

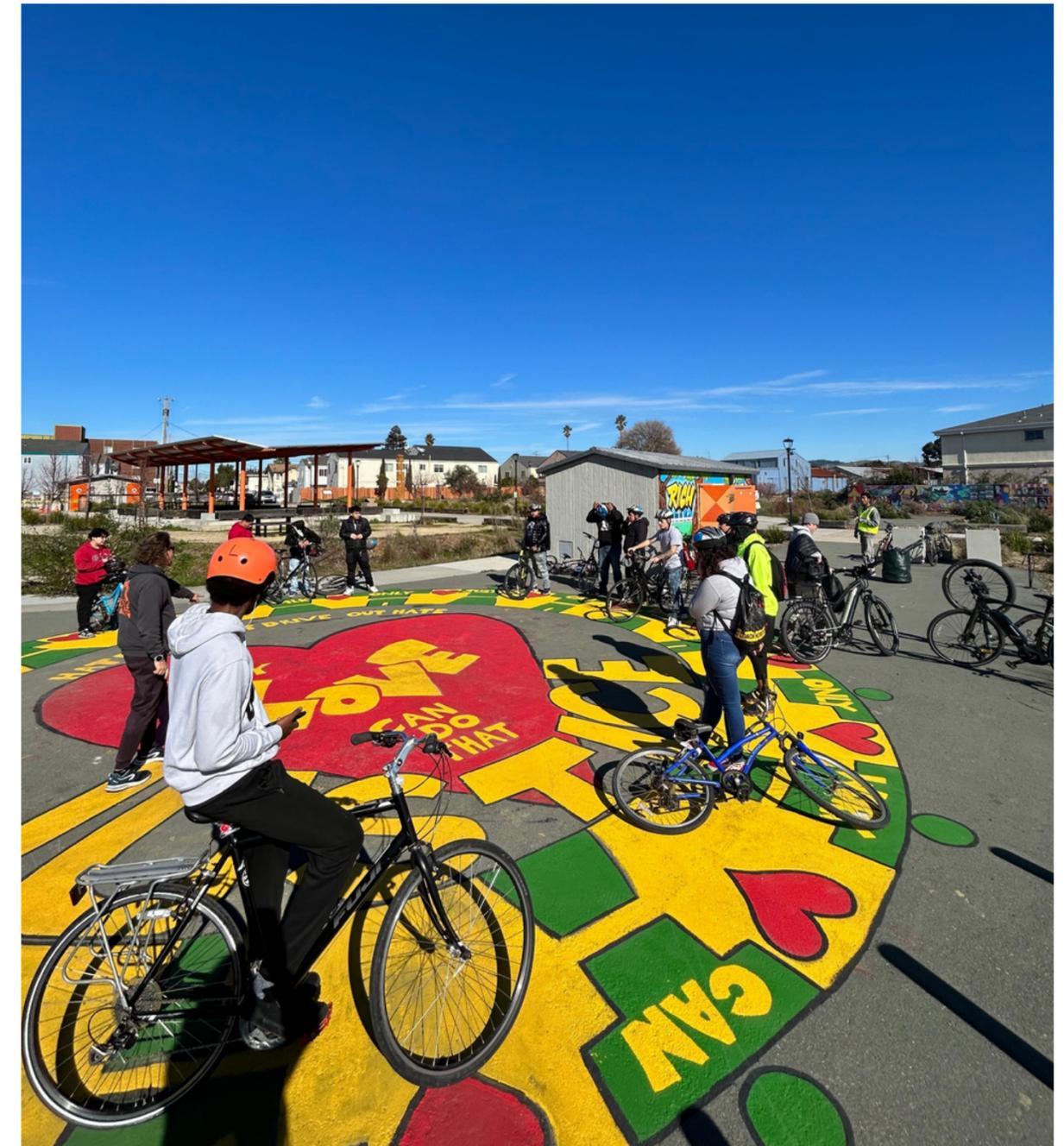


BHC Grant Funding Sources

- **California Office of Traffic Safety:**
Bike/Ped Safety
- **Transportation Development Act 3:**
Bike/Ped Promotion and Safety
- **One Bay Area Grant 2:**
West County Walk & Bike Leaders
- **[coming soon] One Bay Area Grant 3:**
Safe Routes to School

One Bay Area Grant 2: West County Walk & Bike Leaders (WABL)

- Targeted Safe Routes to School Programming
- 7 West County High Schools
- Goal: Foster an active transportation culture in West County High Schools



One Bay Area Grant 2: West County Walk & Bike Leaders (WABL)

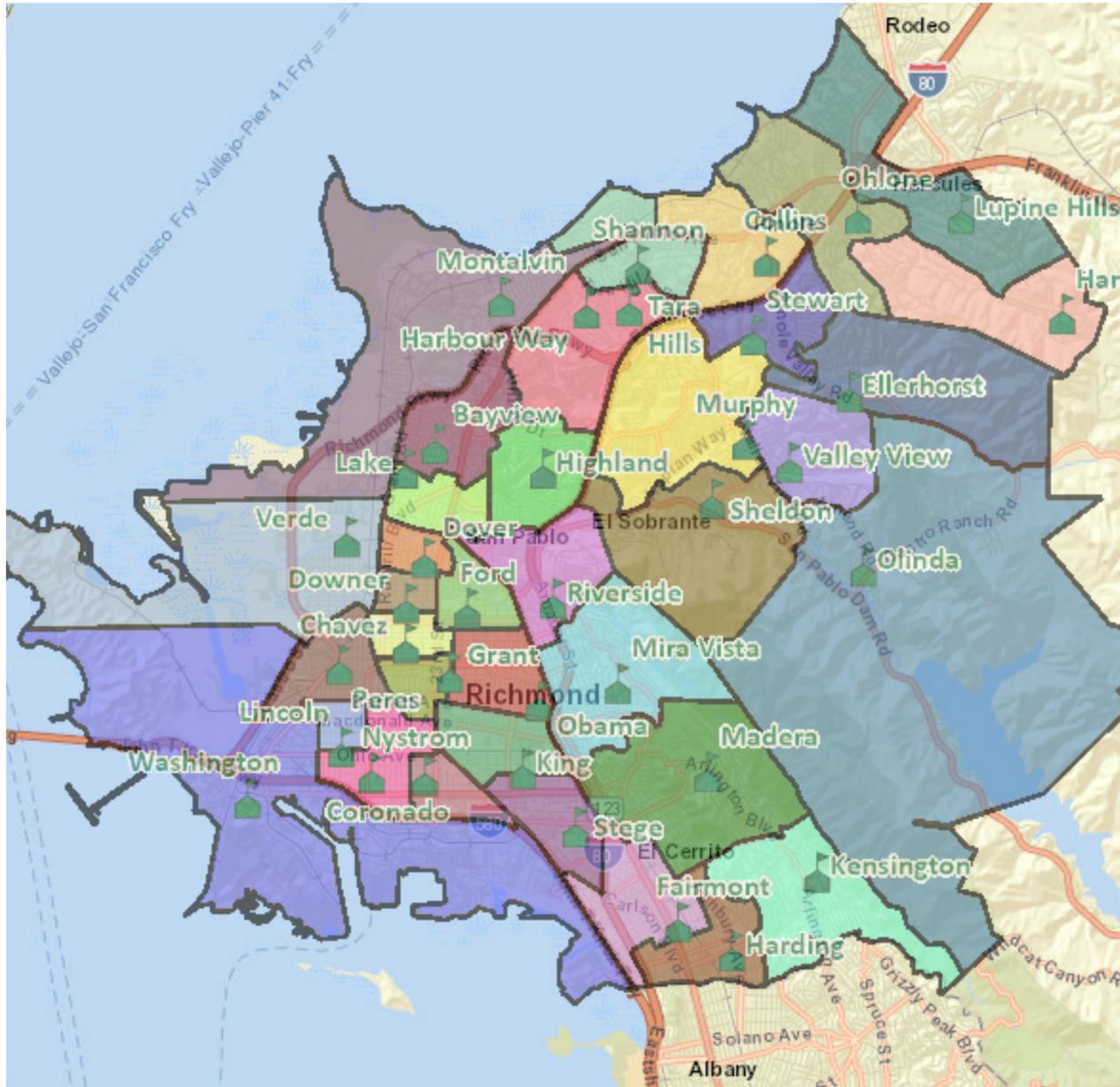
Strategies:

- Youth leadership development
- Active transportation clubs
- Biking and hiking group events
- School travel map creation





One Bay Area Grant 3: Safe Routes to School Program Expansion



- \$1.5 million grant, sponsored by CCTA
- \$26,818 WCCTAC match, Measure J, 28b
- Expansion to 94 schools, grades TK-12
- 77% of schools located in West County
- Priority for schools with >50% of students eligible for FRPM

One Bay Area Grant 3: Mile-Wide Strategies

Menu of programming offered to all schools:



- Walk & Roll to School Day kits
- Street safety assemblies
- In-classroom bike/ped safety presentations
- SRTS school staff meetings
- “Slow Down” campaign banners

One Bay Area Grant 3: Mile-Wide Strategies

Community offerings:

Bike/ped promotion events (9/year)

- Helmet fittings
- Bike repair clinics
- Bike smoothie demonstrations
- Hike and walk challenges



One Bay Area Grant 3: Mile-Deep Strategies



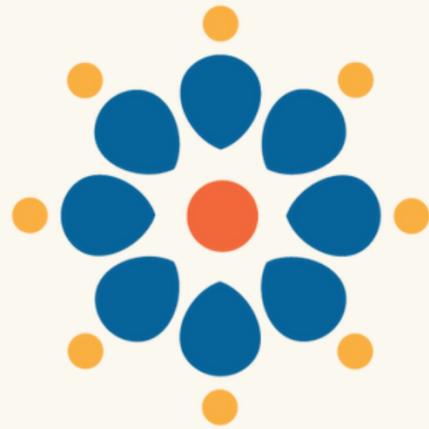
- Continuation of WABL Clubs (7 WC schools)
- TA for Walk & Roll Events (4 schools/year)
- TA to create walking school buses / bike trains (1 school/year)
- Bike rodeos (6 schools/year)
- Tactical urbanism in partnership with jurisdictions (2 schools total)

NEW: Safe Routes to School Bike Fleet



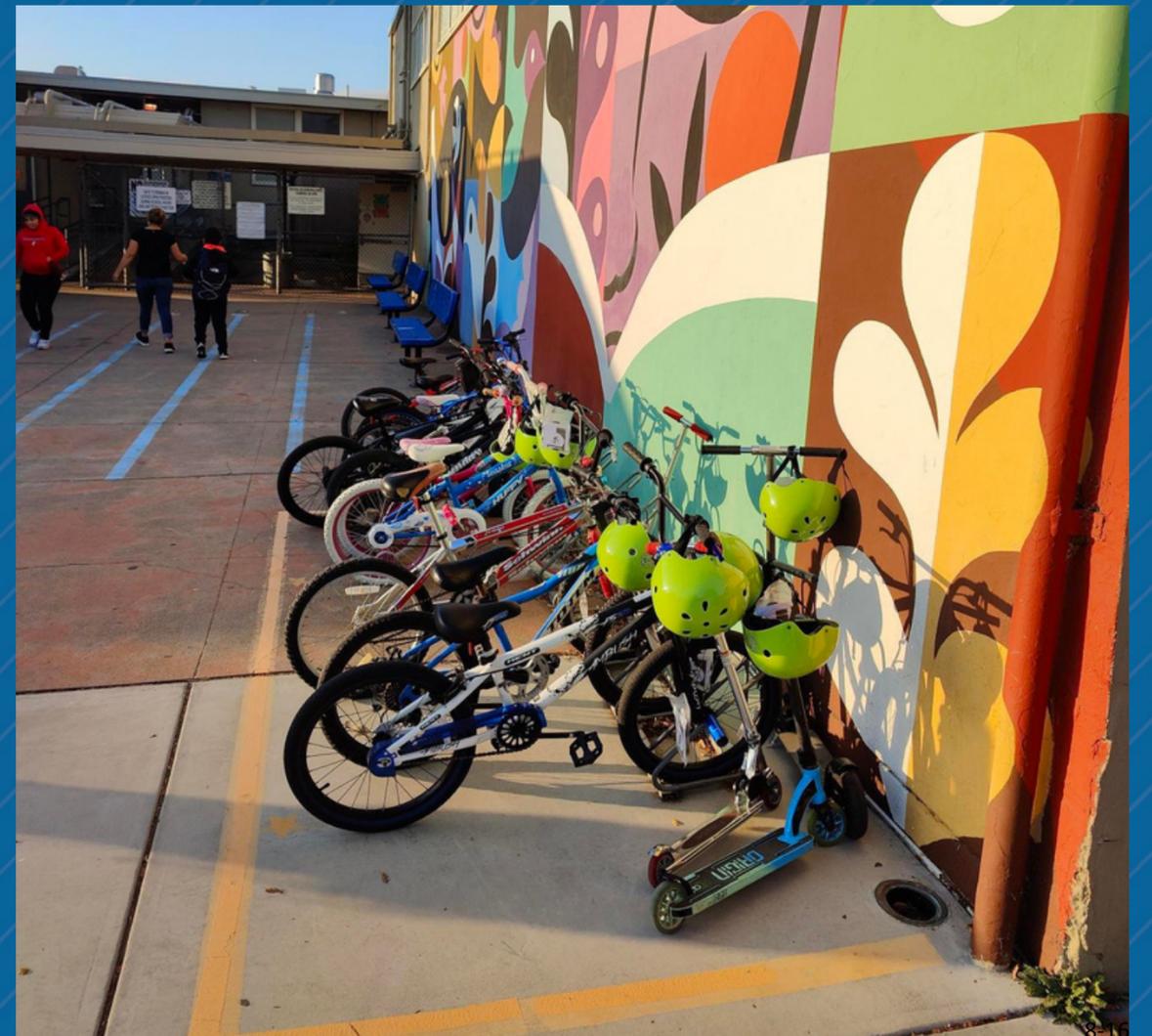
- Fleet of 18 one-size-adjusts-to-all bikes
- Funded by CDC / CDPH State Physical Activity & Nutrition (SPAN) Program
- Fit riders between 4'2" and 6'2" tall
- OBAG3 funds to purchase SRTS Truck and Bike Trailer
- Community partners may borrow

CONTRA COSTA
HEALTH



cchealth.org

Emily Warming, MPH, MSW
Program Manager
Building Healthy Communities
emily.warming@cchealth.org



TO: WCCTAC Board

MEETING DATE: February 23, 2024

FR: John Nemeth, Executive Director

RE: **Public Employee Appointment (Government Code Section 54957)**

REQUESTED ACTION

Provide direction to staff regarding contracted legal services.

BACKGROUND AND DISCUSSION

WCCTAC has a long-standing contract with Meyers Nave for the provision of legal services. Kris Kokotaylo, of Meyers Nave, has been the assigned general counsel for WCCTAC since 2015.

A group of about 20 attorneys at Meyers Nave are planning to establish a new law firm, to be known as Redwood Public Law LLP, within the next few weeks. Mr. Kokotaylo will be joining that firm.

Given this change, WCCTAC has three options for the provision of its contracted legal services as follows:

1. WCCTAC could retain its contract with Meyers Nave and be assigned a new general counsel.
2. WCCTAC could retain its general counsel by ending its contract with Meyers Nave and signing a contract with Redwood Public Law LLP.
3. WCCTAC could issue a Request for Proposals (RFP) for legal services and then consider its options.

Staff favors Option #2, as it has been pleased with Mr. Kokotaylo's service. Staff also believes that Redwood Public Law LLP will be sufficiently sized that it will be able to provide specialty legal services, if needed. Further, Mr. Kokotaylo has agreed to freeze his billing rate through June 30, 2025, to eliminate any fiscal impacts to WCCTAC of a contract change.

While there can be a benefit to the periodic issuing of RFPs for contracted services, it should be noted that WCCTAC offers an extremely small contract. WCCTAC's annual budget for legal services is generally in the \$12k-\$15k range. There is no guarantee that an RFP would provide a broader array of choices.

If the WCCTAC Board concurs with staff's recommendation, staff would notify Meyers Nave of its interest in ending the existing contract, which requires a 60-day notice. WCCTAC staff would also authorize the transfer of client files.

Staff would bring a resolution, along with a contract with Redwood Public Law LLP, to the Board for approval at the March 22, 2024 meeting.



El Cerrito

Hercules

January 28, 2024

Pinole

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

RE: January 2024 WCCTAC Board Meeting Summary

Richmond

Dear Tim:

The WCCTAC Board, at its meeting on January 26, 2024, took the following actions that may be of interest to CCTA:

San Pablo

1. *Elected*:

- Chris Kelley (Hercules) as the CCTA “even year” representative.
- Rita Xavier (San Pablo) as the WCCTAC Chair.
- Anthony Tave (Pinole) as the WCCTAC Vice-Chair

Contra Costa
County

2. *Approved* the 2024 TAC and Board Meeting Calendar.

3. *Appointed* for two-year terms to the CBPAC: Bill Pinkham as the citizen representative, Coire Reilly as the staff representative, and Leah Greenblat as the alternate representative.

AC Transit

4. *Adopted* Resolution 24-01 authorizing WCCTAC’s Executive Director to sign a funding agreement with the City of Richmond providing \$1,811,000 in STMP funds for the I-80/Central Avenue Improvement Project.

BART

5. *Adopted* Resolution 24-02 authorizing WCCTAC’s Executive Director to sign a funding agreement with the City of Hercules providing \$ 1,550,000 in STMP funds for the Final Design of the Hercules Hub Project.

6. *Approved* implementation of the new agency “doing business as” name, West Contra Costa Transportation Commission.

WestCAT

7. *Authorized* WCCTAC staff to issue a Request for Qualifications to develop a list of on-call consultants for transportation grant preparation and *Adopted* Resolution 24-03, designating \$75,000 of Measure J, 28b funds for consultant services.

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

cc: Tarien Grover, CCTA

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)
ATSP: Accessible Transportation Strategic Plan
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
CMAs: 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
DAA: Design Alternatives Assessment
DEIR: Draft Environmental Impact Report
EBRPD: East Bay Regional Park District
EIR: Environmental Impact Report
EIS: Environmental Impact Statement
EPCs: Equity Priority Communities
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
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
RTO: Regional Transportation Objective
RTP: Regional Transportation Plan
RTPC: Regional Transportation Planning Committee
SCS: Sustainable Communities Strategy
SHPO: State Historic and Preservation Officer
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