

## TECHNICAL ADVISORY COMMITTEE MEETING NOTICE AND AGENDA

**DATE & TIME:** Thursday, May 8, 2014, 9:00 – 11:00 a.m.  
*HAPPY BIKE-TO-WORK DAY!*



**LOCATION:** City of San Pablo, Council Chambers  
13831 San Pablo Avenue (at Church Lane)  
San Pablo, California (Accessible by AC Transit #72 and #72R)

1. **Call to Order and Self-Introductions**
2. **Public Comment.** 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.*
3. **Minutes & Sign-In Sheet from April 10th meeting.** (Attachments – APPROVE)

### AGENDA ITEMS

4. **I-80 Integrated Corridor Management Project.** (ACTC Staff, Caltrans and consultants; No Attachments; Action: None). Update on activity and progress of the I-80 ICM project from the project team. Set a date for I-80 ICM only TAC meeting.
5. **FY Draft WCCTAC Work Program.** (WCCTAC Staff; Attachments; Action: Forward to WCCTAC Board) As part of the budget, the TAC reviews the attached annual work program to determine what efforts can be included in FY 15. Based on Board approval, the WCCTAC staff focuses on the work program throughout the year to assure there are adequate resources and plans and programs are completed mainly through WCCTAC dues and Measure J RTPC funds.
6. **TAC & Staff Member Comments and Announcements**
  - a. Bike to Work Day Update
  - b. TAC Meeting Location in the future
  - c. Protocols on STMP fund reporting

El Cerrito

Hercules

Pinole

Richmond

San Pablo

Contra Costa  
County

AC Transit

BART

WestCAT

**7. Other Business**

**8. Upcoming meetings:**

- a. Board – Friday, May 30, 2014, 7:45 a.m.
- b. TAC – Thursday, June 12, 2014, 9:00 am

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- In compliance with the Americans with Disabilities Act of 1990, if you need special assistance to participate in the WCCTAC 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 510.215.3217 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.



## Minutes of April 10, 2014 WCCTAC-TAC Meeting

1. **Self-Introductions:** (see attached sign-in sheet)
2. **Public Comment:** None
3. **Minutes and Sign-In Sheets: March 13, 2014** - Minutes approved with minor edits under the Mobility Management Plan comments.

### **DISCUSSION ITEMS**

#### **4. Countywide Bicycle Pedestrian Advisory Committee (CBPAC) Nominations.**

Action: TAC members voted to recommend to the Board the following CBPAC representatives:

CBPAC Citizen Rep. Bill Pinkham

CBPAC staff Rep. Joanna Pallock

Discussion: Of the seven members present, six members voted for Bill Pinkham as the CBPAC west county citizen representative, with one abstention. Joanna Pallock was nominated by Deidre Heitman and seconded by Yvetteh Ortiz to be the west county staff representative with a vote of six ayes and one abstention.

#### **5. I-80 Integrated Corridor Management Project (ICM).**

Action: None; information only

Discussion: Randy Durrenberger from Kimley Horn gave an update on the recent ICM corridor activities. In July, the gantries will be installed in the southbound portion of I-80. Dina El-Nakal gave an update on the Public Information contracts.

Any inquiries should be sent to Allyn Amsk at Caltrans at 510-286-5445.

Hisham Noeimi gave an update on the email he sent out about signing O&M agreements for the first 10-15 years of the project. He also discussed the billing process for work done by cities or the County during this phase. He reiterated that local agencies have made it clear that O&M costs will not be born by them in the future. Yvetteh asked if each City has been assigned a fixed budget for O&M and Hisham stated that an estimate had been created based on the amount of equipment located in the city. Hisham noted that there might be a need for a separate meeting of the I-80 ICM group post TAC meeting in the near future.

## **6. High Occupancy Transit Corridor Study**

Action: None

Discussion: Members considered a draft scope outline for a possible High Occupancy Transit Corridor Study in West County. Deidre Heitman mentioned that the BART Board is looking at possible study funding. John Nemeth noted that some study management issues would need to be determined including: who would serve as the policy committee, the study's TAC, and which organization would manage day-to-day consultant efforts. Winston Rhodes suggested that WCCTAC should reach out to MTC early and develop a scope that makes sense with the amount of funding available. Chad Smalley stated that even if a project does not result from the study, the information could still be useful for economic development; or for providing an updateable travel model. Hisham mentioned that CCTA conducted a 2002 I-680 Investment Study that contemplated HOV lanes, express lanes, and BRT buses. Deidre asked that members send her information on any existing or ongoing studies.

## **7. TDM Draft Ordinance and Resolution.**

Action: Information Only

Discussion: Danelle Carey reminded member cities to incorporate their TDM/TSM Model Ordinance/Resolutions into their Growth Management Plans. She discussed Bike to Work Day and that there will be over 20 Energizer Stations in west county.

## **8. Active Transportation Program Applications.**

Action: None.

Discussion: CCTA is seeking approval of CC-TLC funds to be used as part of the ATP match. Hisham stated that CCTA will be working with the City of San Pablo for a pedestrian overcrossing by McBryde on I-80. This is a \$2 million application. Shannon Lander Beasley stated that Concord is preparing a SRTS application for ATP. Chad discussed Richmond's focus on the 23<sup>rd</sup>/Richmond Greenway application. Yvetteh stated that El Cerrito may partner with Caltrans for buffered bike lanes on San Pablo Avenue. Bill Pinkham reminded people that letters of support are good to have from East Bay Bike.

## **9. TAC & Staff Member Comments and Announcements.**

- Yvetteh reported on the TCC; she is the new Chair.
- Staff mentioned the letter being prepared on Mobility Management by the three Measure J funded cities.
- Bill mentioned the Earth Day event on April 19

## **10. Other Business – none**

WCCTAC Technical Advisory Committee Meeting: April 10, 2014

NAME	INITIALS	AGENCY	EMAIL	PHONE
Amin AbuAmara		CCTA	aabuamara@ccta.net	925-256.4740
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Joanna Pallock		WCCTAC	joannap@sanpabloca.gov	510.215.3035
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Dina El-Nakhal	DE	Caltrans	<a href="mailto:dina.el-nakhal@dot.ca.gov">dina.el-nakhal@dot.ca.gov</a>	510-286-6247

4/10/14  
 CBAC nominations/vote

### ROOSTER FOR WCCTAC TAC MEMBERS

AGENCY	REPRESENTATIVE	ALTERNATE	COMMENT
City of El Cerrito	Yvetteh Ortiz BP	Melanie Mintz absent	
City of Richmond	Steven Tam absent	Chad Smalley BP	
City of San Pablo	Michele Rodriquez		
City of Pinole	Winston Rhodes BP	Dean Allison absent	
City of Hercules	Holly Smyth BP		
County	Robert Sarmiento abstain	Coire Reilly absent	See John C re Jamar vs Coire
AC Transit	Nathan Landeu BP		
BART	Deidre Heitman BP		
WestCAT	Rob Thompson absent	Charlie Anderson	
Updated 04-10-14			

6 - BP  
 1 - abstain

**WCCTAC FISCAL YEAR 2015  
PROPOSED WORK PROGRAM**

WCCTAC's activities may be grouped into the following five major areas: Advisory Committee, Transportation Demand Management (TDM), Subregional Transportation Mitigation Fee Program (STMP), Other Reimbursable Projects, and Office Administration.

**Subregional Planning and Programming (Advisory Committee).** This program area includes work related to WCCTAC's function as the Regional Transportation Planning Committee for West County under Measure J, as well as local transportation planning efforts resulting from the agency's JPA function. This program is funded with annual member agency contributions.

1. Program, administer, coordinate or participate in West County's Measure J projects and programs, including but not limited to:
  - a. Low-Income Student Bus Pass Program - allocate, oversee and evaluate
  - b. Transportation for Seniors and People with Disabilities – allocate and coordinate
  - c. Pedestrian, Bicycle and Trail Funds (PBTF) - allocate and coordinate
  - d. I-80 Integrated Corridor Mobility (ICM) project – monitor, participate and coordinate
  - e. Transportation for Livable Communities (TLC) funds – coordinate
  - f. Mobility Management Plan and related mobility management efforts - participate
  - g. Hercules Intermodal Transit Center - participate
  - h. Ferry planning and funding efforts (Richmond and Hercules) - participate
  - i. San Pablo Dam Road/I-80 Interchange Modifications - participate
2. Participate in other regional, countywide, subregional, and local planning and program efforts as appropriate. Efforts may include but are not limited to:
  - a. High Occupancy Transit Options Study - coordinate and participate
  - b. West Contra Costa Transportation Investment Study (WCCTIS) – coordinate and participate
  - c. OBAG and PDA funds for West County - support and facilitate
  - d. Real-time Ridesharing Pilot Program - participate
  - e. Richmond Bay Campus Specific Plan - participate
  - f. Active Transportation Program (ATP) - participate
  - g. Regional Express Lane Network - monitor
  - h. Richmond Livable Corridors - monitor
  - i. General plan updates and amendments - monitor
  - j. Local specific plans - monitor
  - k. Other Subregional Transportation Needs
3. Monitor and participate in CCTA committees – Board, Planning Committee, Administration & Projects Committee, Technical Coordinating Committee, Countywide Bicycle-Pedestrian Advisory Committee, Countywide Safe Routes to School Task Force and Paratransit Coordinating Committee.
4. Participate in CCTA's update of the Countywide Transportation Plan (CTP) and in possible Transportation Expenditure Plan (TEP) development.

**Transportation Demand Management.** This program area includes all work aimed at reducing solo vehicle driving and promoting walking, bicycling, transit, carpooling, and vanpooling, which is coordinated with the larger countywide 511 Contra Costa Program. The program is funded on a reimbursement basis with Measure J and grants from the Air District.

1. Administer and implement countywide Guaranteed Ride Home Program.
2. Administer and implement the Employer Outreach Program.
3. Administer and implement West Contra Costa Commute Incentive Program.
4. As appropriate, participate in or administer and implement other TDM programs, including but not limited to: Residential, School and Workplace Commute Programs, Employer Shuttle Programs, Street Smarts/Safe Routes to School, Bike Commute Programs, Safe Bicycle Training, and the Commuter Benefits Program (SB 1339).
5. Coordinate with 511 Contra Costa for Countywide School Pool Program.
6. Update local TDM Ordinances, possibly in concert with SCS development and SB 1339 regulations.
7. Coordination with the Regional 511 Rideshare and Bike Program

**Subregional Transportation Mitigation Fee Program (STMP).** WCCTAC acts as the trustee for the developer impact fees collected by the West County cities and the unincorporated areas of the County. This program comprises eleven capital projects.

1. Administer program. Monitor collection of fees. Review need to update ordinances and/or implementation processes.
2. Prepare a strategic plan update.
3. Administer funding of projects. Enter into contracts. Review and approve invoices. Track finances.

**Other Reimbursable Projects.** As a JPA, WCCTAC is able to apply for and receive various grants that facilitate various elements of transportation in West County. Staff will continue to monitor grant opportunities and advance applications as appropriate. One potential study includes a Community Based Transportation Plan for Rodeo/Hercules/Crockett.

**Office Administration** WCCTAC's administration is funded through member dues, some TDM funds, and other sources.

1. Prepare FY 2015 work plan, budget and mid-year budget review
2. Evaluate needs for vacant position (currently defined as "Deputy Executive Director")
3. Hire new staff person
4. Update website
5. Oversee potential office relocation