



El Cerrito

Hercules

Pinole

Richmond

San Pablo

Contra Costa
County

AC Transit

BART

WestCAT

BOARD OF DIRECTORS MEETING NOTICE AND AGENDA

DATE & TIME: Friday, May 30, 2014, 7:45 – 9:45 a.m.

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

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1. **Call to Order and Self-Introductions – Chair Janet Abelson**
 2. **Public Comment.** The public is welcome to address the Board on any item that is not listed on the agenda. *Please fill out a speaker card and hand it to staff.*

CONSENT CALENDAR

3. **Minutes of April 25, 2014 Board Meeting.** (Attachment – Recommended Action: *APPROVE*)
4. **Monthly Update on WCCTAC Activities.** (Attachment – Recommended Action: *RECEIVE*)
5. **Financial Report for April 2014.** The report show the Agency’s revenues and expenses for April 2014. (Attachment – Recommended Action: *RECEIVE*)
6. **Payment of Invoices over \$10,000.** In accordance with the WCCTAC Joint Powers Agreement, Section 12, Paragraph (C), notice is hereby provided that the Executive Director has authorized a payment to the Bay Area Rapid Transit (BART) in the amount of \$25,687 for Richmond BART Station intermodal area improvements, out of STMP funds.
7. **Voting Results from TAC Members for the Countywide Bicycle Pedestrian Advisory Committee (CBPAC) Appointments.** At the April, 2014 Board meeting, the Board requested the actual vote count for the appointments to the CBPAC. (Attachment- Recommended Action: *RECEIVE*)

8. **Approval of FY 14-15 Claims for Measure J Program 20b, *Additional Transportation for Seniors and People with Disabilities* for the East Bay Paratransit Consortium, Richmond, San Pablo, El Cerrito, and WestCAT.** The annual allocation of Measure J's Program 20b *Additional Transportation for Seniors and People with Disabilities* funds are available to the five paratransit operators as outlined in the Measure J Expenditure Plan. The operators are the East Bay Paratransit Consortium (EBPC), WestCAT, and the cities of Richmond, San Pablo and El Cerrito. These funds can be used for existing and/or enhanced senior and disabled services. The Paratransit Coordinating Committee (PCC) reviewed the claims and had no comments. Claim details are attached. (*Attachments – Recommended Action: APPROVE*).

9. **Train Horn Noise Resolution.** Addressing train horn noise is an action item in the West County Action Plan (Action #19). On February 4, 2014, the City of Richmond unanimously passed a Resolution calling for state and federal assistance on this issue, including: funding for quiet zone improvements, clarification in federal regulations, greater ability for states to enforce quiet zone rules, and modifications to state rules regarding the sounding of horns at private crossing and in rail yards. A similar Resolution is enclosed for WCCTAC Board approval. (*Attachments – Recommended Action: APPROVE Resolution*).

DISCUSSION ITEMS

10. **Request Authorization to Execute Lease Agreement for Office Space**
The WCCTAC Ad-Hoc Subcommittee identified an available office space that best meets Board criteria. Non-binding terms for a lease have been agreed to and a lease agreement is being prepared. To ensure a timely transition to the new space, staff is seeking Board authorization for the Chair to execute the finalized lease agreement. (*John Nemeth - Recommended Action: Authorize Board Chair to execute a lease agreement*).

11. **Proposed FY 2015 Agency Work Program, Budget, and Dues**
The proposed Work Program was developed with input from the Technical Advisory Committee (TAC). The draft budget is divided into four different accounts, based upon distinct revenue sources. The dues are proposed to be the same as in FY 2013, which were slightly lower dues than those in place from FY 2008 to 2012. (*John Nemeth - Attachments - Recommended Action: APPROVE these documents for circulation and review by the member agencies, with a goal of Board adoption at the June meeting*).

12. **Countywide Transportation Plan – Public Outreach Effort.** At the April 2014 WCCTAC Board meeting, EMC Research provided an overview of their 2014 polling results as part of their work on CCTA’s Countywide Transportation Plan (CTP). Per the WCCTAC Board’s request, a follow-up presentation will revisit polling data that specific to West County. In addition, the Board may have an opportunity to expanded the outreach effort in West County if desired. *(Sara LaBatt and/or Alex Evans, EMC Research Staff - PowerPoint handout at meeting - Recommended Action: Receive presentation and direct staff to present supplemental polling research options at a future meeting).*
13. **High Capacity Transit Investment Study.** At the January 2014 meeting, the WCCTAC Board passed a Resolution supporting a high capacity transit study in West County. The Board directed staff to work with local transit operators to develop a study scope of work. WCCTAC staff and its agency partners have developed a scope outline and have given consideration to a study management framework and funding sources. Staff is now seeking further Board direction *(John Nemeth - Attachments - Recommended Action: Direct staff to finalize scope, refine study cost estimates, and pursue study funding).*

STANDING ITEMS

2. **Other Information**
 - a. Summary and Minutes of recent Technical Advisory Committee meetings
 - April 10, 2014 TAC Meeting
 - b. Acronym List
 - c. Letter to CCTA with WCCTAC Summary of Mobility Management Comments
 3. **Board and Staff Comments**
 - a. Board Member Comments, Conference/Meeting Reports (AB 1234 Requirement), and Announcements
 - b. Report of CCTA Representatives *(Directors Abelson & Butt)*
 - c. Executive Director’s Report
 4. **Other Business**
 5. **Adjourn.** Next meeting is Friday, June 27, 2014 at 7:45 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 510.215.3217 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.

**West Contra Costa Transportation Advisory Committee
Board of Directors Meeting
Meeting Minutes: April 25, 2014**

Members Present: Janet Abelson, Chair (El Cerrito); Gayle McLaughlin (Richmond); Sherry McCoy (Hercules); Joe Wallace (AC Transit); Aleida Chavez (WestCAT); Cecilia Valdez (San Pablo); Zakhary Mallett (BART); Roy Swearingen (Pinole); Courtland Boozé (Richmond)

Staff Present: John Nemeth; Joanna Pallock; Danelle Carey; Valerie Jenkins; Kristopher Kokotaylo-Legal Counsel;

Location: San Pablo Council Chambers, 13831 San Pablo Avenue, San Pablo, CA 94806

1. **Call to Order and Self-Introductions – Chair Janet Abelson**
2. **Public Comment.** None

Consent Calendar

ACTION: *Director Wallace* moved to ADOPT Consent Calendar. Seconded by *Director McCoy*. Passed unanimously.

ACTION: *Director Valdez* requested a correction to Item #3; the attendance roster for March 28, 2014 WCCTAC Board Meeting.

ACTION: *Director Swearingen* moved to show *Director Valdez* was not in attendance for the March 28, 2014 WCCTAC Board Meeting. Seconded by *Director Wallace*.

3. **Minutes of March 28, 2014 Board Meeting.**
4. **Monthly Update on WCCTAC Activities.**
5. **Financial Reports for March 2014.**
6. **Amendment to Measure J Program 12 to Allow Use of Contra Costa Transportation for Livable Communities (CC-TLC) Funds for Matching Active Transportation Program (ATP) Grants.**
7. **Countywide Bicycle and Pedestrian Advisory Committee**

DISCUSSION

8. **Train Horn Noise Resolution.** *Moved to next month's agenda.*
9. **Contra Costa Mobility Management Plan – Additional Comments.**

ACTION: *Director McCoy* motioned to approve additional comments on the Contra Costa Mobility Management Plan from WCCTAC. Seconded by *Director Wallace*. Approved unanimously.

DISCUSSION: *Director McCoy* thanked the members of the staffs from the cities of Richmond, El Cerrito and San Pablo for their collaborative memo and revised budget. She stated that all of the local concerns were captured with a plausible alternative offered.

Chair Abelson commented that the Mobility Management Plan was based on a “suburban model” and did not sufficiently address West County, which is more of an “urban model”. She stated that there were a number of recommended programs that West County is already doing, such as in-person assessments.

Director Boozé asked *ED Nemeth* to clarify what the salary would be for the Manager position in the Contra Costa Mobility Management Plan.

ED Nemeth stated the Mobility Management Plan had proposed a new organization called a Consolidated Transportation Service Agency (CTSA), which would be a nonprofit. The MMP proposes an Executive Director with a salary of approximately \$140,000 as well as an Administrative Assistant. *ED Nemeth* stated that the three cities, as an alternative, suggested that funds be used to hire an individual housed within CCTA at a salary of approximately \$80,000 per year.

10. Safe Routes to Schools (SR2S) Needs Assessment Report.

ACTION: *Forward WCCTAC comments and any additional comments to the CCTA Board*

DISCUSSION: Due to equipment challenges, Board members had a chance to make a correction to the minutes showing *Director Valdez* was not at the March 28th Board meeting (see under Consent Calendar above). Other items also were discussed while waiting for equipment to be set.

Chair Abelson referred to Item 14 in the packet and asked to have a copy of the votes from the TAC included in the next Board packet.

The time to address equipment issues also allowed for *Director Wallace* to thank the City of El Cerrito for hosting the AC Transit Board meeting in April. He noted that the large turnout of the public attended to comment on the need for more frequent service in West County. He specifically noted that the line 72 has to pass up people waiting for the bus because the buses are full.

Chair Abelson also noted recent CCTA business items including the release of PDA grant funds and salary ranges for CCTA staff.

Ms. Julie Morgan of Fehr & Peers presented the Safe Route to School (SR2S) Needs Assessment Report. The purpose of the assessment was to better understand current SR2S activities and to estimate the amount of funding needed in the future to comprehensively address SR2S needs in public schools.

Director Boozé asked whether there was any money that could go towards police officers and schools for security.

Ms. Morgan stated the current cost of the program did not include security in and around schools. It is focused on getting kids to school using alternative modes.

Director Boozé asked if the program could be expanded because of the issues kids face with security.

Director Valdez stated that last year she attended a SR2S conference in Sacramento. She explained a program that was simple and inexpensive where disposable cameras were given to students and they were asked to take photos of their route to school to show the problems they saw from their prospective.

Director McCoy said that she understood that these are the types of programs that the school districts would put forth in requests for funding.

Ms. Morgan responded that the capital projects are sometimes about school sites, and programs can also come from the schools. For example the PTA of a school could voluntarily develop a program or the school could reach out to an established program provider such as the County's Health Services SR2S efforts. If the County had room, they could add the school to their program.

Director McCoy inquired if private schools would be available for funds. *Ms. Morgan* stated that it would depend on the way CCTA structured the program. Private schools could work through their city. If there were going to be improvements on public right of way, then the city would be the eligible entity for requesting funds from CCTA.

Director McCoy asked about the time frame for the prior expenditures of \$16 million on SR2S. *Ms. Morgan* answered it was eight to 10 years.

Director McCoy commented that eight to 10 years was not a good estimate since this is not a one size fits all effort. For the capital projects and educational programs, the assumption in the report is that everyone would want the same thing. However, different areas might have a need for different types of programs. She pointed out that only \$16 million was spent the past eight to 10 years but the remaining cost for typical projects was \$102 million. *Director McCoy* also stated that it would be better to state figures with a range.

Ms. Morgan clarified that, in regards to the \$16 million, it was a constrained number and that amount of money was spent because that was what was available. From the TAC's perspective, many members felt it was an understatement of the actual amount needed. She stated that if they were pivoting off what had already been spent, then the actual need would still be a lot greater than that.

Director McCoy stated that the memo should have stated that expenses were "constrained" and that the reason the "need" number is so high is because a lot that of the need has not been met but could be met in the future. She also stated that, for programs, it appears that we are assuming every school would want bus programs, crossing guards etc.

Director McCoy also stated that she liked *Director Valdez's* comments about students having cameras to identify what their needs are on their specific route to school. This could be very helpful in developing programs for the future instead of just relying on adult who see the world differently.

Ms. Morgan agreed that cameras were a great idea. She stated that things like bus programs and transit programs may not be needed or desired in all parts of the county.

Director McCoy stated that the program cost estimate is on an annual basis, whereas the capital is a nonspecific time frame. She feels that it would be helpful to have some sort of rough time estimate for capital projects.

Director Chavez asked if this included all high schools in Contra Costa County. *Ms. Morgan* answered yes. *Director Chavez* asked if she had reached out to the TransForm, the SR2S program coordinator in Alameda County. *Ms. Morgan* stated that they did reach out to TransForm to obtain information about the cost for typical programs. She stated that this information helped inform program costs in Contra Costa County.

Director McLaughlin asked if 160,000 was the actual total student population from the 217 public schools and whether there was a sense of how many of those students walked to school or were dropped off by parents. *Ms. Morgan* stated that she didn't know, but that schools receiving direct program support from County Health Services track that information to see what proportion of students walking or biking changed from when the program started.

Director McLaughlin continued that she also liked what *Director Valdez* mentioned about giving cameras to students. She shared that the City of Richmond has been involved with TransForm, and SR2S. She stated that she is also involved in another nonprofit committee in North Richmond that received a grant and gives kids an opportunity to give input on their school travel experiences.

Director Swearingen stated that there seemed to be duplication in the numbers. He stated that the Mayor of Richmond brought up a good point of how many people would be affected percentage-wise. He stated that there may not be a need for all the improvements in all

schools, but that it would be difficult to know without actually doing an evaluation at each school. He stated that there should be a more in-depth study.

Director Swearingen wanted to know if there was any intent to take students who use AC Transit, WestCat and other transit agencies and place them on yellow buses. *Ms. Morgan* stated that this was not being planned.

Director Swearingen asked if it would take eight to 10 years to complete capital improvement projects. *Ms. Morgan* stated that this timeframe was for already completed construction projects. She said that looking ahead, they did not have a time frame for capital improvements.

Director Boozé stated that when they comeback with research, to look at some type of security program to go along with the camera program for kids walking to school. He stated that he comes out of North Richmond and most of the kids there walk to school.

11. Countywide Transportation Plan – Public Outreach Effort

ACTION: Information only; EMC Research will return for more detailed analysis on polling data at a later date.

DISCUSSION: *Mr. Alex Evans* from EMC Research provided an overview of their February 2014 polling research completed as part of CCTA's Countywide Transportation Plan (CTP) efforts. The polling data is being used to help inform both the CTP and a transportation expenditure plan for a future sales tax.

Mr. Evans presented a PowerPoint slideshow with information extrapolated from a survey of Contra Costa County households, divided by statistically valid populations of each subregional area. He described programs and projects that are of interest to voters. Voters want projects that are ambitious and cross county borders. Synchronized traffic lights on major arterials were the number one most desired project. He showed Slide 11 with specific information on a BART extension in the I-80 corridor and said that it polled extremely well. Bus-only lanes were also ranked high in West County, along with improvements to San Pablo Dam Road.

Director McCoy referred to slides on a BART extension. She stated that the data showed that an East County BART extension is more popular than an I-80 BART extension countywide. *Mr. Evans* replied they both do well in their local sub-regional areas.

Director McCoy asked about the statistical validity of the polling. *Mr. Evans* said that they did a survey that was representative of the county, so from their perspective the goal was to produce a random sample that represents opinions at the county level.

Chair Abelson asked if it would be possible to get a printout of all the information for West Count from the first and second survey. *Mr. Evans* said he would provide that at a later date.

Director Chavez stated that she assumed *Mr. Evans* had worked out the specific survey questions with CCTA beforehand. However she did not see any questions for express buses. *Mr. Evans* said that he would get back to her on this.

Chair Abelson asked if this information confirmed that a new expenditure plan would get the necessary two-thirds vote. *Mr. Evans* replied that it's close but not guaranteed. He stated that voters are happy about kept promises under Measure C and Measure J. He said trust is critical to passing a new measure.

Director Chavez stated that West County transportation needs are diverse and very different from other parts of the County. So, in order to get more support for a sales tax measure extension, the questions should reflect those needs very carefully. She stated she understood that one geographical area may support a BART extension while another area might support the BRT express buses.

Mr. Evans responded by saying the Authority is currently in the process of working on the CTP and that to some degree, it will include projects that will likely be in the Transportation Expenditure Plan (TEP). The focus on getting projects into the CTP and making sure these projects meet certain standards, so that when you get to the TEP process next year there are viable projects to include.

Director Chavez stated that she would encourage including express buses in polling questions.

Director Valdez agreed with *Director Chavez* and *Chair Abelson* and asked to see the demographics of the people polled because there are different markets and needs in the communities from residents versus voters.

Mr. Evans stated that he would be happy to do that. He added that one thing to keep in mind is that the voting population during the Presidential election was very different than the general population. He noted that when you are talking about voters, you're talking about a different demographic than you when you consider all residents. *Chair Abelson* asked if both would be shown. *Mr. Evans* stated he would show what residents looked like, as compared to voters, but that the voters in the survey were very representative of both the County and West County.

Director Boozé echoed *Director Valdez* in stating that he would also like to see the demographics as well. *Director Boozé* said he rarely has anyone talk to him about taxes, but in the last two months, his constituents call and send him emails because they are livid over rising taxes. He asked how this sentiment is going to affect a new tax measure.

Mr. Evans said voters, when told how their tax money had already been spent and shown what you are going to do if given additional tax dollars, are more supportive. Secondly, they are also finding that transportation conditions get worse as the economy improves which improves the environment for requesting additional revenue for transportation improvements. *Mr. Evans*

stated that Contra Costa County and Alameda County both have authority from the State to add a ½ cent above the current limit.

Chair Abelson stated that earlier in the meeting she had asked *Director Wallace* to talk about what audience members stated at the last AC Transit Board Meeting held at the City of El Cerrito. She paraphrased *Director Wallace's* comments that for the transit dependent people it's: "the buses are full, there aren't enough buses going to where the people need to go to work".

Director Mallett commented that when he saw this polling presentation at the CCTA meeting, he took notes on the difference in popularity of different transportation ideas in different places. He stated that there may be different mentalities in different geographic areas which creates this variance. He concluded that, statistically, the most important thing is getting a good enough sample size.

12. High Occupancy Transit Corridor Study. Moved to next meeting.

CLOSED SESSION

13. Conference with Real Property Negotiators Next meeting. Moved to next meeting.

STANDING ITEMS

14. Other Information

- a. Summary and Minutes of recent Technical Advisory Committee meetings
 - March 13, 2014 TAC Meeting
- b. Acronym List

15. Board and Staff Comments - None

16. Other Business

17. Adjourn.

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WCCTAC

West Contra Costa Transportation Advisory Committee

El Cerrito

April 28, 2014

Hercules

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

Pinole

RE: WCCTAC Board Meeting Summary

Richmond

Dear Randy:

San Pablo

The WCCTAC Board at its April 25th meeting took the following actions that may be of interest to CCTA:

Contra Costa
County

- 1) Approved an amendment to Measure J Program 12 to allow use of the CC-TLC funds for matching active ATP grants.
- 2) Approved two CBPAC representatives:
 - o Mr. Bill Pinkham, West County citizen representative;
 - o Ms. Joanna Pallock, WCCTAC staff representative.
- 3) Approved forwarding a three-city joint memorandum with comments on the Mobility Management Plan to CCTA. This follows up on Board comments from the March meeting, as well as three separate letters from individual cities. A letter consolidating all of West County's comments on the Mobility Management Plan to date will be sent under separate cover to Peter Engel.
- 4) Reviewed and commented on the SR2S Needs Assessment Report, presented by Julie Morgan. Comments included:
 - a. Seek more information on the costs for school security to enhance education and awareness around schools;
 - b. Look at adding a program where students take pictures of their route to school;
 - c. Put in more detail on the annual costs if capital projects for schools and note these are one-time expenses with some maintenance costs associated;
- 5) Heard a presentation from Alex Evans, EMC Research, on polling research that was initiated by CCTA as part of the CTP. The Board asked Mr. Evans to bring back more detail at some point on the demographics of the polling audience in West County and more details on specific West County proposed transit and planning efforts.

AC Transit

BART

WestCAT

6) Removed Items 8 and 13 from the agenda.

Sincerely,



John Nemeth
Executive Director

cc: Danice Rosenbohm, CCTA; Barbara Neustadter, TRANSPAC; Jamar Stamps,
TRANSPLAN; Andy Dillard, SWAT

TO: WCCTAC Board

DATE: May 30, 2014

FR: John Nemeth, Executive Director

RE: **Monthly Update on WCCTAC Activities**

Advisory Committee:

Low Income Student Bus Pass Program (SBPP)

WCCTAC staff met with WCCUSD Community Engagement Coordinator, Marin Trujillo, and CCTA Program Manager, Peter Engel, to review the current status of SBPP efforts. A previous concern about obtaining youth Clipper cards for students has been resolved, making the card easier to access for all youth riding AC Transit. The strong likelihood that there will not be a fare increase on youth passes next year, combined with an increase in Measure J proceeds should allow considerably more passes to be issued to free and reduced lunch-qualified high school students in the next school year.

Interstate 80 Integrated Corridor Mobility (ICM) Project

WCCTAC will join Caltrans and consultant, Kimley-Horn, in hosting two special meetings in San Pablo in May and June to discuss technical issues related to the I-80 ICM project. At this point, most of the ramp metering installation is complete, although meters will not be activated until signs on the freeway are activated. Electronic freeway signs will be arriving in the Bay Area in late May and will be installed starting in July. The installation of “trailblazer” information signs and other work on local arterial roads is largely complete. The Caltrans public outreach consultant will be Circlepoint, who will be starting soon and rolling out their public information program. The project is expected to go live in late January, 2015.



Active Transportation Program (ATP)

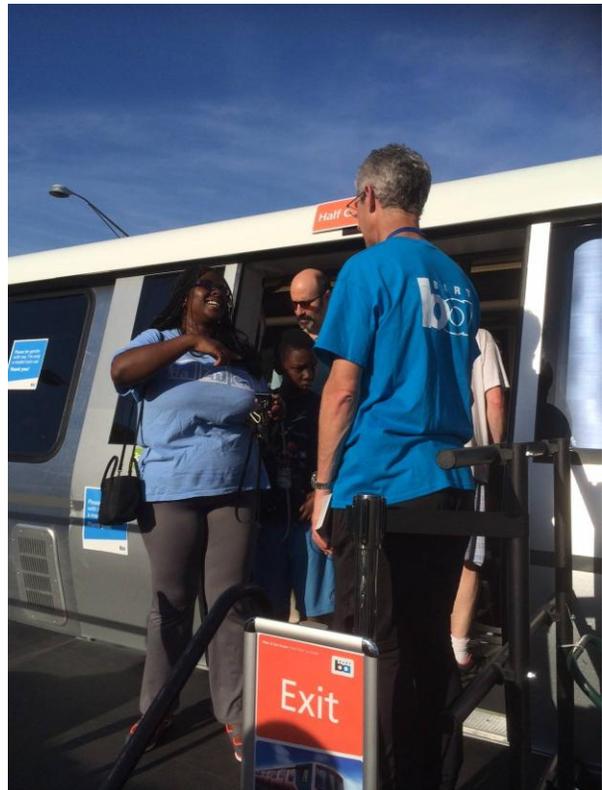
The newly created Active Transportation Program (ATP) grants allow jurisdictions to apply to the state and to MTC for Safe Routes to School improvements, as well as other bike and pedestrian projects and programs. Likely applications from West County include two projects in San Pablo. WCCTAC staff has written letters of support for a City of San Pablo-sponsored project known as the Wildcat Creek Restoration and Greenway Trail, and for a CCTA-sponsored project that would replace the Riverside Pedestrian Overcrossing at I-80 and Riverside Avenue.

New BART Cars

BART held an open house at the North Berkeley BART Station on April 29th to allow the public to tour a prototype of the remodeled BART cars set to be built as BART's Fleet of the Future. The first set of these new train cars are expected to go into service in 2017.

Over 17,000 customers provided input on the new cars during the design phase. According to BART, based on this input the new cars will be:

- **Quieter:** "micro-plug" doors will help seal out noise;
- **Cooler:** cooling systems will distribute air directly to the ceilings;
- **Comfortable:** padded seats with wipeable fabric for ease of cleaning;
- **Easy to use:** routes will be color coded like the BART system map, and next stop information will be readily available via automated announcements and digital screens.



More information is available at:

<http://www.bart.gov/about/projects/cars#sthash.rYHl2oIR.dpuf>

High Occupancy Transit Study

On January 31st, 2014 the WCCTAC Board approved a resolution supporting a study of high occupancy transit options in West County. The Board directed staff to work with other transit operators in West County to begin developing a scope for this effort and to consider potential funding sources. Since then, WCCTAC has coordinated with AC Transit, BART and WestCAT to produce a study outline that is embraced by the transit operators at the staff level. The scope outline has also been reviewed by the WCCTAC-TAC. This item is on the May 30th Board agenda, and staff is proposing next steps.

Ferry Planning

On May 6th, the Water Emergency Transit Authority (WETA) released an Initial Study/Mitigated Negative Declaration for the Richmond Ferry Terminal project. The document determined that “all project-related environmental impacts are less than significant with implementation of mitigation measures”. The document is available for comment on the WETA website at www.watertransit.org until June 4th, 2014.

Hercules Intermodal Transit Center (ITC)

WCCTAC recently wrote a letter of support to the U.S. DOT for CCTA’s federal TIGER grant application to obtain additional funds to advance the Hercules ITC project. The management of the project is in the process of transitioning from the City’s consultant, William Silva, to CCTA staff.

Transportation Demand Management (TDM):

Bike to Work Day 2014



The 20th anniversary of Bike to Work Day was celebrated on Thursday, May 8, 2014. West County had a great turn out with approximately 1,368 bicyclists visiting our 13 energizer stations on their way to work, reflecting a 33% increase in participants since 2013 BTWD.

Ohlone Greenway Fest



WCCTAC is a co-sponsor of the “Ohlone Greenway Fest” celebrate the re-opening of the recently renovated Ohlone Greenway on Saturday, May 31, 2014. The 3.7 mile multi-use trail runs the length of El Cerrito. The event will include a 5k fun run; a 5k fun bicycle ride and one mile fun walk so that community members of all ages and fitness levels can participate. There will be a mini-festival at the finish line with entertainment, bike activities, and hands-on activities for kids and informational booths.

2014 ACT International Conference

The 2014 Association for Commuter Transportation (ACT) International Conference heads to San Francisco from August 2nd-6th presenting an opportunity to explore innovative transportation demand management (TDM) solutions. 511 Contra Costa will have a 150 word short essay contest for all employers in Contra Costa County. One employer from each sub-region (West, East, South & Central) will be chosen to receive free conference registration. Employers can gain a wealth of information on how to develop TDM programs for their worksites and ideas on developing commuter benefit programs. To register: <http://511contracosta.org/2014-act-international-conference/>

Sub-regional Transportation Mitigation Development Funds (STMP):

Richmond BART Station - Intermodal Area



In April 2014, WCCTAC paid \$25,482 in STMP funds to BART for work related to the redesign of the Richmond BART Station intermodal area. This was the second STMP payment for this phase of improvements. WCCTAC committed up to \$186,200 in STMP funds toward the implementation of this project. The STMP funds are being used as a match for State of California Prop 1B grant. Other funding sources include an OBAG grant and BART's own funds.

Administration:

WCCTAC Office Space

The Ad-Hoc Subcommittee on Office Space has been working closely with staff and a local commercial broker to identify a suitable office that meets WCCTAC's needs. The Board will likely review the key terms of a potential lease agreement at the May 30 Board meeting, for an office space located near the Del Norte BART station. If and when a lease agreement is approved, staff will notify the City of San Pablo and set a vacancy termination date, and will begin the transition to the new office space. The expenses required for an office move are incorporated into the proposed FY 15 budget.

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	Current Period Actuals	Original Budget	Net Budget Adjustments	YTD Budget	YTD Actuals	YTD Percentage Variance	Encumbered Amount	Available Amount
Multi Dept. Expense Transfers								
49001. Building Maintenance	0	0	7,300	7,300	657	91%	0	6,643
49004. Commun/Utilities/Network	323	0	0	0	695	-100%	0	(695)
Sub Total Multi Dept. Expense Transfers	323	0	7,300	7,300	1,352	81%	0	5,948
Salary and Benefits								
41000. Salary	13,074	0	140,942	140,942	89,595	36%	0	51,347
41105. Workers Compensation	0	0	5,400	5,400	7,269	-35%	0	(1,869)
41200. PERS Retirement	2,533	0	20,800	20,800	12,710	39%	0	8,090
41310. Medical Insurance	1,872	0	24,000	24,000	26,152	-9%	0	(2,152)
41311. Health Insurance Retirees	794	0	1,200	1,200	2,201	-83%	0	(1,001)
41400. Dental Insurance	275	0	2,400	2,400	2,031	15%	0	369
41500. Vision Care	0	0	600	600	183	69%	0	417
41800. LTD Insurance	120	0	70	70	421	-501%	0	(351)
41900. Medicare	375	0	2,050	2,050	1,408	31%	0	642
41903. Employee Assistance Program	19	0	800	800	101	87%	0	699
41904. Life Insurance	28	0	250	250	179	28%	0	71
41906. Employee Bonds	0	0	0	0	1,209	-100%	0	(1,209)
41911. Liability Insurance	0	0	12,000	12,000	9,268	23%	0	2,732
41912. Unemployment	0	0	0	0	8,550	-100%	0	(8,550)
Sub Total Salary and Benefits	19,089	0	210,512	210,512	161,276	23%	0	49,236
Service and Supplies								
42001. Communcations	0	0	500	500	0	100%	0	500
43500. Program Costs & Supplies	472	0	2,500	2,500	3,458	-38%	0	(958)
43600. Professional Services	7,353	0	148,805	148,805	116,639	22%	0	32,166
43900. Rent/Building	655	0	8,600	8,600	6,551	24%	0	2,049



	Current Period Actuals	Original Budget	Net Budget Adjustments	YTD Budget	YTD Actuals	YTD Percentage Variance	Encumbered Amount	Available Amount
44000. Special Department Expenses	0	0	11,800	11,800	0	100%	0	11,800
44320. Training/Travel Staff	0	0	8,000	8,000	1,245	84%	0	6,755
Sub Total Service and Supplies	8,480	0	180,205	180,205	127,892	29%	0	52,313
Report Total :	27,892	0	398,017	398,017	290,521	27%	0	107,496



	Current Period Actuals	Original Budget	Net Budget Adjustments	YTD Budget	YTD Actuals	YTD Percentage Variance	Encumbered Amount	Available Amount
Salary and Benefits								
41000. Salary	15,693	0	145,112	145,112	114,641	21%	0	30,471
41001. Part time Employees	3,378	0	0	0	18,392	-100%	0	(18,392)
41105. Workers Compensation	0	0	3,400	3,400	8	100%	0	3,392
41200. PERS Retirement	3,040	0	28,500	28,500	15,875	44%	0	12,625
41310. Medical Insurance	3,862	0	31,500	31,500	27,326	13%	0	4,174
41400. Dental Insurance	392	0	2,950	2,950	2,415	18%	0	535
41500. Vision Care	0	0	750	750	317	58%	0	433
41800. LTD Insurance	80	0	700	700	604	14%	0	96
41900. Medicare	614	0	1,950	1,950	2,166	-11%	0	(216)
41903. Employee Assistance Program	29	0	800	800	55	93%	0	745
41904. Life Insurance	19	0	300	300	178	41%	0	122
Sub Total Salary and Benefits	27,108	0	215,962	215,962	181,977	16%	0	33,985
Service and Supplies								
42001. Communcations	0	0	1,500	1,500	0	100%	0	1,500
43500. Program Costs & Supplies	0	0	2,400	2,400	2,962	-23%	0	(562)
43501. No Description	140	0	14,000	14,000	14,005	0%	0	(5)
43502. No Description	0	0	5,000	5,000	28	99%	0	4,972
43600. Professional Services	6,674	0	141,295	141,295	56,988	60%	0	84,307
43900. Rent/Building	983	0	12,270	12,270	9,826	20%	0	2,444
44000. Special Department Expenses	4,196	0	84,000	84,000	14,403	83%	0	69,597
44001. Relocation Costs	0	0	40,000	40,000	0	100%	0	40,000
44320. Training/Travel Staff	120	0	4,000	4,000	1,038	74%	0	2,962
Sub Total Service and Supplies	12,112	0	304,465	304,465	99,251	67%	0	205,214



	Current Period Actuals	Original Budget	Net Budget Adjustments	YTD Budget	YTD Actuals	YTD Percentage Variance	Encumbered Amount	Available Amount
Report Total :	39,220	0	520,427	520,427	281,228		0	239,199



	Current Period Actuals	Original Budget	Net Budget Adjustments	YTD Budget	YTD Actuals	YTD Percentage Variance	Encumbered Amount	Available Amount
Salary and Benefits								
41000. Salary	0	0	1,500	1,500	0	100%	0	1,500
Sub Total Salary and Benefits	0	0	1,500	1,500	0	-100%	0	1,500
Service and Supplies								
43600. Professional Services	0	0	187,200	187,200	35,718	81%	0	151,482
Sub Total Service and Supplies	0	0	187,200	187,200	35,718	81%	0	151,482
Report Total :	0	0	188,700	188,700	35,718	81%	0	152,982

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	Current Period Actuals	Original Budget	Net Budget Adjustments	YTD Budget	YTD Actuals	YTD Percentage Variance	Encumbered Amount	Available Amount
Service and Supplies								
43600. Professional Services	0	0	100,000	100,000	20,375	80%	0	79,625
44000. Special Department Expenses	0	0	59,000	59,000	0	100%	0	59,000
Sub Total Service and Supplies	0	0	159,000	159,000	20,375	87%	0	138,625
Report Total :	0	0	159,000	159,000	20,375	87%	0	138,625

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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

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TO: WCCTAC Board **DATE:** May 30, 2014

FR: Joanna Pallock, Program Manager

RE: **Approval of FY 14-15 Claims for Measure J Program 20b, *Additional Transportation for Seniors and People with Disabilities* for the East Bay Paratransit Consortium, Richmond, San Pablo, El Cerrito and WestCAT**

REQUESTED ACTION

Approve Program 20b funds to West County paratransit operators for services to supplement those provided under the Measure J Countywide program (Program 15).

BACKGROUND AND DISCUSSION

Measure J Program 20b, *West County Additional Transportation for Seniors and People with Disabilities*, provides funding to the five West County paratransit operators, East Bay Paratransit Consortium (EBPC), El Cerrito, Richmond, San Pablo, and WestCAT for services to supplement those provided under the Countywide Program, Measure J Program 15. Programming and allocations of funds to specific operators is handled by CCTA for Program 15 and by WCCTAC for Program 20b. The Board has approved policies to determine Program 20b apportionment amounts for each operator through FY 2015-16. All operators have submitted their Program 20b claims for available revenues in FY 2013-14.

Today, the Board is being asked to adopt all five 20b recipients’ claims for FY 15. Attached are the spreadsheets for each operator receiving Measure J Program 20b funds. The chart below identifies the specific allocation for FY 15 by operator.

OPERATOR	FY 15 20B ALLOCATION	NEW SERVICE	TOTAL PROGRAM BUDGET
East Bay Paratransit Consortium (EBPC)	\$95,829	On-site evaluation (at San Pablo City Hall)	\$36,508,127
WestCAT	\$78,834	Additional Rides	\$1,415,933
Richmond	\$226, 128	R-Transit Center	\$1,179,848
San Pablo	\$68,875	Added service/drivers	\$256,076
El Cerrito	\$38,587	Shuttle shopping trips	\$146,052

The claims have been reviewed by CCTA’s Paratransit Coordinating Council (PCC) and the only comment at the May 19th PCC meeting was that the City of San Pablo has done an excellent job improving their paratransit program over the past year.

Attachments: Operator FY 15 Annual Costs - Spreadsheets

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Measure J Countywide Transportation for
Seniors and People with Disabilities
Program (Program 15) FY 2014-15

1. CLAIMANT INFORMATION

4/25/2014

Agency	East Bay Paratransit Consortium - AC Transit and BART
Contact Person	Mallory Nestor-Brush Laura Timothy
Address	AC Transit Accessible Services BART Accessible Services
	1600 Franklin Street, 7th Floor 300 Lakeside Drive, 16th Floor
	Oakland, CA 94612 Oakland, CA 94612
Telephone No.	(510) 891 -7213 (510) 464 - 6446
Email	mnestor@actransit.org ltimothy@bart.gov

3. PROJECT WORKSHEETS

- A. Measure J Claim Summary: ALL CLAIMANTS
- B. Capital Needs Forecast: CLAIMANTS WHO USE MEASURE J FOR CAPITAL PURCHASES
- C. Performance Indicators: ALL CLAIMANTS
- D. Rolling Stock Inventory: ALL CLAIMANTS THAT OPERATE SERVICE USING MEASURE J FUNDS

Measure J Countywide Transportation for Seniors and People with Disabilities Program (Program 15)

Table A - Measure J Claim Summary TRANSIT

	FY 2012-13 Actual	FY 2013-14 Projected	FY 2014-15 Estimate
Program Sources (Revenues)		100% allocation	100% allocation
Measure J Prog 15 - AC Transit	\$66,247	\$77,695	\$88,481
Measure J Prog 15 - BART	\$29,763	\$34,906	\$39,752
Measure J Prog 20 - AC Transit	\$63,935	\$63,480	\$66,122
Measure J Prog 20 - BART	\$28,725	\$28,520	\$29,707
Measure J Prog 15/20 Reconciliation from previous year	\$8,606	\$8,253	\$7,741
Measure J Prog 15/20 Reconciliation from previous year	\$3,867	\$3,708	\$3,478
Measure C/J local reserves			
Measure C/J Interest			
Fares from Paratransit Service	\$2,690,479	\$2,630,663	\$2,720,995
TDA			
STA			
FTA			
Other-Ala CountyMeasB-AC Transit	\$4,763,392	\$4,720,718	\$4,718,346
Other-Ala CountyMeasB - BART	\$1,714,361	\$1,699,002	\$1,698,149
Other -AC Transit General Funds	\$16,853,293	\$16,107,620	\$18,329,138
Other -BART General Funds	\$8,075,535	\$7,738,758	\$8,806,218
Total Other	\$34,097,060	\$32,896,761	\$36,272,846
TOTAL PROGRAM SOURCES	\$34,298,203	\$33,113,323	\$36,508,127
Non Program Funds: AC Transit			
Measure B Gap Grant	\$200,000		
Program Uses (Expenditures)			
Administration	\$4,801,748	\$4,635,865	\$5,111,138
Paratransit Operations	\$29,496,455	\$28,477,459	\$31,396,989
Other -			
TOTAL PROGRAM USES	\$34,298,203	\$33,113,324	\$36,508,127
Capital Expenditures	\$0.00	\$0.00	\$0.00
NET OPERATING BALANCE	\$0.00	\$0.00	\$0.00
Measure C/J Funds: Changes in Reserve Balance			
Beginning Reserve Balance		\$0.00	\$0.00
Annual Revenue	\$34,298,203	\$33,113,323	\$36,508,127
Annual Operating Expenditures	\$34,298,203	\$33,113,324	\$36,508,127
Annual Capital Expenditures	\$0.00	\$0.00	\$0.00
Ending Reserve Balance	\$0.00	\$0.00	\$0.00



Measure J Countywide Transportation for Seniors and People with Disabilities Program (Program 15) FY 2014-15

1. CLAIMANT INFORMATION

Agency	WestCAT Dial-A-Ride	Date	4/11/2014
Contact Person	Charles Anderson		
Address	WCCTA		
	601 Walter Avenue		
	Pinole, CA 94564		
Telephone No.	(510) 724-3331		
Email	charlie@westcat.org		

3. PROJECT WORKSHEETS

- A. Measure J Claim Summary: ALL CLAIMANTS
- B. Capital Needs Forecast: CLAIMANTS WHO USE MEASURE J FOR CAPITAL PURCHASES
- C. Performance Indicators: ALL CLAIMANTS
- D. Rolling Stock Inventory: ALL CLAIMANTS THAT OPERATE SERVICE USING MEASURE J FUNDS

Measure J Countywide Transportation for Seniors and People with Disabilities Program (Program 15)

Table A - Measure J Claim Summary TRANSIT

	FY 2012-13 Actual	FY 2013-14 Projected	FY 2014-15 Estimate
Program Sources (Revenues)			
	100% allocation		100% allocation
Measure J Prog 15	\$ 179,583	\$ 196,820	\$ 209,858
Measure J Prog 20	\$ 70,005	\$ 75,684	\$ 78,834
Measure J Prog 15/20 Reconciliation from previous year	\$ 9,121	\$ 16,410	\$ 14,841
Measure C/J local reserves			
Measure C/J Interest			
Fares from Paratransit Service	\$ 56,686	\$ 62,300	\$ 63,000
TDA	\$ 594,332	\$ 688,500	\$ 700,000
STA	\$ 313,739	\$ 260,600	\$ 240,000
FTA	\$ 131,242	\$ 107,900	\$ 109,400
Other -	\$ 1,167		
Other -			
Total Other	\$ 1,167	\$ -	\$ -
TOTAL PROGRAM SOURCES	\$ 1,355,875	\$ 1,408,214	\$ 1,415,933
Program Uses (Expenditures)			
Administration	\$ 133,141	\$ 130,100	\$ 133,000
Paratransit Operations	\$ 1,043,484	\$ 1,077,200	\$ 1,130,000
Other -	\$ 179,250	\$ 200,914	\$ 152,933
Other -			
TOTAL PROGRAM USES	\$ 1,355,875	\$ 1,408,214	\$ 1,415,933
Capital Expenditures			
NET OPERATING BALANCE	\$ -	\$ -	\$ -
Measure C/J Funds: Changes in Reserve Balance			
Beginning Reserve Balance		\$ -	\$ -
Annual Revenue	\$ 1,355,875	\$ 1,408,214	\$ 1,415,933
Annual Operating Expenditures	\$ 1,355,875	\$ 1,408,214	\$ 1,415,933
Annual Capital Expenditures	\$ -	\$ -	\$ -
Ending Reserve Balance	\$ -	\$ -	\$ -



Measure J Countywide Transportation for
Seniors and People with Disabilities
Program (Program 15) FY 2014-15

1. CLAIMANT INFORMATION

Agency	R- Transit (formerly Richmond Paratransit)	Date
Contact Person	Sam Casas	
Address	1600 Nevin Plaza	
	Richmond, CA 94801	
Telephone No.	510-621-1258	
E-mail	samuel_casas@ci.richmond.ca.us	

3. PROJECT WORKSHEETS

- A. Measure J Claim Summary: ALL CLAIMANTS
- B. Capital Needs Forecast: CLAIMANTS WHO USE MEASURE J FOR CAPITAL PURCHASES
- C. Performance Indicators: ALL CLAIMANTS
- D. Rolling Stock Inventory: ALL CLAIMANTS THAT OPERATE SERVICE USING MEASURE J FUNDS

Measure J Countywide Transportation for Seniors and People with Disabilities Program (Program 15)

Table A - Measure J Claim Summary - CITY

	FY 2012-13 Actual	FY 2013-14 Projected	FY 2014-15 Estimate
Program Sources (Revenues)			
	100% allocation		100% allocation
Measure J Prog 15	\$ 449,408	\$ 487,115	\$ 512,635
Measure J Prog 20	\$ 200,805	\$ 217,093	\$ 226,128
Measure J Prog 15/20 Reconciliation from previous year	\$ 26,118	\$ 43,100	\$ 38,663
Measure C/J local reserves			
Measure C/J Interest			
Fares from Paratransit Service	\$ 38,781	\$ 37,000	\$ 40,000
Fares from Excursion Services			
Outside Provider Fare Ticket Sales			
City General Fund	\$ 435,754	\$ 491,706	\$ 306,422
Nutrition Program	\$ 8,219	\$ 7,311	\$ 6,000
Other - New Freedom			\$ 50,000
Other -			
Other -			
Other -			
Total Other	\$ -	\$ -	\$ 50,000
TOTAL PROGRAM SOURCES	\$ 1,159,085	\$ 1,283,325	\$ 1,179,848
Program Uses (Expenditures)			
General Administration	\$ 509,238	\$ 389,022	\$ 344,129
Paratransit Operations	\$ 628,656	\$ 871,922	\$ 810,719
Excursion Operations			
Fare Subsidy Operations			
Fare Subsidy - Taxi	\$ 21,191	\$ 22,381	\$ 25,000
Fare Subsidy - Paratransit			
Other -			
Other -			
TOTAL PROGRAM USES	\$ 1,159,085	\$ 1,283,325	\$ 1,179,848
Capital Expenditures			
NET OPERATING BALANCE	\$ -	\$ -	\$ -
Measure C/J Funds: Changes in Reserve Balance			
Beginning Reserve Balance		\$ -	\$ -
Annual Revenue	\$ 1,159,085	\$ 1,283,325	\$ 1,179,848
Annual Operating Expenditures	\$ 1,159,085	\$ 1,283,325	\$ 1,179,848
Annual Capital Expenditures	\$ -	\$ -	\$ -
Ending Reserve Balance	\$ -	\$ -	\$ -

1. CLAIMANT INFORMATION

Agency	San Pablo	Date	
Contact Person	Erin Jimenez		
Address	13831 San Pablo Ave. Bldg 5		
	San Pablo, CA 94806		
Telephone No.	(510) 215-3084		
Email	erinj@sanpabloca.gov		

3. PROJECT WORKSHEETS

- A. Measure J Claim Summary: ALL CLAIMANTS
- B. Capital Needs Forecast: CLAIMANTS WHO USE MEASURE J FOR CAPITAL PURCHASES
- C. Performance Indicators: ALL CLAIMANTS
- D. Rolling Stock Inventory: ALL CLAIMANTS THAT OPERATE SERVICE USING MEASURE J FUNDS

Measure J Countywide Transportation for Seniors and People with Disabilities Program (Program 15)

Table A - Measure J Claim Summary - CITY

	FY 2012-13 Actual	FY 2013-14 Projected	FY 2014-15 Estimate
Program Sources (Revenues)			
	100% allocation		100% allocation
Measure J Prog 15	\$ 137,153	\$ 148,621	\$ 156,608
Measure J Prog 20	\$ 61,163	\$ 66,123	\$ 68,875
Measure J Prog 15/20 Reconciliation from previous year	\$ 7,967	\$ 13,147	\$ 11,793
Measure C/J local reserves			
Measure C/J Interest	\$ 1,750	\$ 1,000	\$ 1,500
Fares from Paratransit Service	\$ 2,944	\$ 3,870	\$ 4,500
Fares from Excursion Services	\$ 3,408	\$ 3,297	\$ 4,000
Outside Provider Fare Ticket Sales	\$ 7,170	\$ 11,439	\$ 8,000
City General Fund			
Nutrition Program	\$ 705	\$ 777	\$ 800
Other - Adj Meas J to audited amount			
Other -			
Other -			
Other -			
Total Other	\$ -	\$ -	\$ -
TOTAL PROGRAM SOURCES	\$ 222,260	\$ 248,274	\$ 256,076
Program Uses (Expenditures)			
General Administration	\$ 5,308	\$ 7,355	\$ 8,000
Paratransit Operations	\$ 166,303	\$ 183,100	\$ 217,155
Excursion Operations	\$ 3,617	\$ 6,000	\$ 5,000
Fare Subsidy Operations			
Fare Subsidy - Taxi			
Fare Subsidy - Paratransit	\$ 32,000	\$ 32,000	\$ 32,000
Other - Consultant		\$ 36,392	
Other -			
TOTAL PROGRAM USES	\$ 207,228	\$ 264,847	\$ 262,155
Capital Expenditures	\$ 90,238		
NET OPERATING BALANCE	\$ (75,206)	\$ (16,573)	\$ (6,079)
Measure C/J Funds: Changes in Reserve Balance			
Beginning Reserve Balance	\$ 490,720	\$ 415,514	\$ 398,941
Annual Revenue	\$ 222,260	\$ 248,274	\$ 256,076
Annual Operating Expenditures	\$ 207,228	\$ 264,847	\$ 262,155
Annual Capital Expenditures	\$ 90,238	\$ -	\$ -
Ending Reserve Balance	\$ 415,514	\$ 398,941	\$ 392,862



1. CLAIMANT INFORMATION

Agency	EL CERRITO	Date	4/15/2014
Contact Person	JANET BILBAS		
Address	SENIOR SERVICES DIVISION		
	10890 SAN PABLO AVENUE		
	EL CERRITO, CA 94530		
Telephone No.	(510) 559-7680		
Email	jbilbas@ci.el-cerrito.ca.us		

3. PROJECT WORKSHEETS

- A. Measure J Claim Summary: ALL CLAIMANTS
- B. Capital Needs Forecast: CLAIMANTS WHO USE MEASURE J FOR CAPITAL PURCHASES
- C. Performance Indicators: ALL CLAIMANTS
- D. Rolling Stock Inventory: ALL CLAIMANTS THAT OPERATE SERVICE USING MEASURE J FUNDS

Measure J Countywide Transportation for Seniors and People with Disabilities Program (Program 15)

Table A - Measure J Claim Summary - CITY

	FY 2012-13 Actual	FY 2013-14 Projected	FY 2014-15 Estimate
Program Sources (Revenues)	100% allocation		100% allocation
Measure J Prog 15	\$ 69,081	\$ 90,340	\$ 87,364
Measure J Prog 20	\$ 30,839	\$ 40,471	\$ 38,587
Measure J Prog 15/20 Reconciliation from prior year	\$ 4,451	\$ 7,345	\$ 6,601
Measure C/J local reserves			
Measure C/J Interest			
Fares from Paratransit Service	\$ 2,512	\$ 2,868	\$ 3,000
Fares from Excursion Services	\$ 8,671	\$ 6,366	\$ 7,000
Outside Provider Fare Ticket Sales			
City General Fund			
Nutrition Program	\$ 2,370	\$ 3,239	\$ 3,500
Other -			
Total Other	\$ -	\$ -	\$ -
TOTAL PROGRAM SOURCES	\$ 117,924	\$ 150,629	\$ 146,052
Program Uses (Expenditures)			
General Administration	\$ 6,632	\$ 6,283	\$ 7,000
Paratransit Operations	\$ 101,978	\$ 98,871	\$ 108,758
Excursion Operations	\$ 13,264	\$ 12,565	\$ 13,822
Fare Subsidy Operations			
Fare Subsidy - Taxi			
Fare Subsidy - Paratransit			
Other -			
Other -			
TOTAL PROGRAM USES	\$ 121,873	\$ 117,718	\$ 129,580
Capital Expenditures			
NET OPERATING BALANCE	\$ (3,950)	\$ 32,911	\$ 16,473
Measure C/J Funds: Changes in Reserve Balance			
Beginning Reserve Balance		\$ (3,950)	\$ 28,961
Annual Revenue	\$ 117,924	\$ 150,629	\$ 146,052
Annual Operating Expenditures	\$ 121,873	\$ 117,718	\$ 129,580
Annual Capital Expenditures	\$ -	\$ -	\$ -
Ending Reserve Balance	\$ (3,950)	\$ 28,961	\$ 45,434

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RESOLUTION NO. 2014-06

RESOLUTION OF THE WEST CONTRA COSTA TRANSPORTATION ADVISORY COMMITTEE REQUESTING STATE AND FEDERAL LEGISLATIVE ASSISTANCE TO MITIGATE DAMAGE FROM TRAIN HORNS

The West Contra Costa Transportation Advisory Committee (WCCTAC) hereby finds and declares as follows:

WHEREAS, exposure to unnecessary and unwanted noise produces significant medical, social and economic effects as evidenced by the following:

- Noise is arguably the most common - and least regulated - form of environmental pollution;¹ and
- Noise represents the principal avoidable cause of permanent hearing impairment worldwide;² and
- Hearing impairment leads to interpersonal, school and job related problems, with lasting detrimental social and economic effects;³ and
- Community noise interferes with sleep, leads to fatigue, increases irritability, impairs performance, and causes accidents;⁴ and
- Noise increases blood pressure and heart rate and may cause abnormal rhythms, whether awake or asleep;⁵ and
- Noise provokes strongly felt annoyance, creating stress that leads to disease and degrades quality of life;⁶ and
- Current studies from the European Union confirm that 3% of all fatal heart attacks are induced by noise;⁷ and
- Noise provokes unwanted behaviors, leading to antisocial acts or unwillingness to help others;⁸ and
- Governmental studies confirm that a substantial portion of the population is exposed to noise levels that are unhealthy, interfering with learning, task performance, leisure, and sleep;⁹ and

¹ Keizer G. *The Unwanted Sound of Everything We Want*. A Book about Noise. New York, NY: Public Affairs; 2010.

² Colvin I, Luxon L. Clinical Diagnosis of Noise Induced Hearing Loss. In: Luxon L, Prasher D, eds. *Noise and its Effects*. West Sussex, England; John Wiley & Sons; 2007: 182-231.

³ Bergland B, Lindvall T. eds. Community Noise. *Archives of the Center for Sensory Research*. 1995, 2:1-195. This document is an updated version of the document published by the World Health Organization in 1980. The updated version is available at <http://www.who.int/docstore/peh/noise/guidelines21.html>.

⁴ Coren S. Daylight Savings Time and Traffic Accidents. *N Engl J Med* 1966; 1334:924-925.

⁵ Stansfeld S, Haines M, Brown B. Noise and Health in the Urban Environment. *Rev Environ Health*. 2000; 15:43-82.

⁶ Ising H, Kruppa B. I. Stress Effects of Noise. In: Luxon L, Prasher D, eds. *Noise and its Effects*. West Sussex, England; John Wiley & Sons; 2007: 516-548.

⁷ Mead MN. Noise Pollution. The Sound behind Heart Effects. *Environmental Health Perspectives*. 2007, 115:A 536-A537.

⁸ United States Environmental Protection Agency. 1978. *Noise: A Health Problem*, United States Environmental Protection Agency, Office of Noise Abatement and Control, Washington, DC.

- Studies in the European Union show that noise decreases housing prices and median home costs, imposes restrictions on land use, and increases time lost from work;¹⁰ and

WHEREAS, in 1972, the Noise Control Act was passed by the Congress, declaring - - - "it is the policy of the United States to promote an environment for all Americans free from noise that jeopardizes health and welfare." - - -;¹¹ and

WHEREAS, the 1999 United States Census reported that Americans named noise as the number one problem in neighborhoods, of greater concern than crime or other bothersome conditions, noting that:

- Noise levels have risen at least six-fold in major U.S. cities, and will continue to grow because of increases in population, and the number, variety, and mobility of sources of noise;¹² and
- Most people object to the intrusion of unwanted noise into their homes, and on their streets, neighborhoods, and parks; and
- In 1974, the Environmental Protection Agency estimated that nearly 100 million Americans lived in areas where the daily average noise levels exceeded those identified as being safe;¹³ and
- The number of people exposed to unhealthy levels of noise is far greater than it was in 1972 at the time the Noise Control Act was passed and the degree of oversight and control is unquestionably less;¹⁴ and

WHEREAS, noise is best controlled at the source;¹⁵ and

WHEREAS, community noise intrudes into homes, neighborhoods, and parks; and

WHEREAS, since the air, a universally shared resource, is a commons, owned by none but used by all;¹⁶ and;

WHEREAS, individuals and businesses, either willfully or ignorantly, assume they have the right to emit noise into the air, thereby adversely affecting all who have no choice but to hear it;¹⁷ and

WHEREAS, domestic tranquility is one of the six guarantees in the United States Constitution; and

⁹ Lee CSY, Fleming GG. General Health Effects of Transportation Noise. U.S. Department of Transportation. Dts 34-RR297-LR2. Washington, DC, 2002. Available at: http://www.fra.dot.gov/downloads/RRDs?Health_Final.pdf.

¹⁰ Ten Things You Didn't Know About Sound. 2010. CNN.com. Available at <http://www.cnn.com/2010/OPINION/10/10/treasure.sound/index.html>.

¹¹ Noise Control Act of 1972. Public Law 92-574, October 27, 1972. 42 USC 4901 et seq.

¹² United States Environmental Protection Agency. 1974. *Information on Levels of Environmental Noise Requisite to Protect Public Health and Welfare*. (EPA-ONAC Report 550/9-74-004), United States Environmental Protection Agency, Washington, DC. Available at: <http://www.nonoise.org/library/levels.htm>.

¹³ United States Environmental Protection Agency. 1981. *Noise Effects Handbook. A Desk Reference to Health and Welfare Effects of Noise*. United States Environmental Protection Agency, Office of Noise Abatement and Control. Available at: <http://www.nonoise.org/library/handbook/handbook.htm>.

¹⁴ Goines I, Hagler L. Noise Pollution: A Modern Plague. *Southern Med J* 2007. 100:287-294. Available at: <http://www.nonoise.org/library/smj/smj.htm>.

¹⁵ Bronzaft A, Hagler L. Noise: The Invisible Pollutant that Cannot Be Ignored. In: Shah V, ed. *Emerging Environmental Technologies*. Springer Dordrecht Heidelberg London New York, 2010:75-96.

¹⁶ Hardin G. The Tragedy of the Commons. *Science*. 1968; 162: 1243-1248.

¹⁷ Freeman R. *Noise War. Compulsory Media and our Loss of Autonomy*. New York, NY. Algora Publishing; 2009.

WHEREAS, it is the responsibility of government at all levels to protect citizens from the unwanted effects of noise and other forms of pollution; and

WHEREAS, on February 4, 2014, the Richmond City Council unanimously adopted a Resolution Requesting State and Federal Legislative Assistance to Mitigate Damage from Train Horns, and;

WHEREAS, the Richmond Community Noise Ordinance regulates every noise source in Richmond except federal and state regulated transportation noise sources, including aircraft, motor vehicles and rail, and;

WHEREAS, within West Contra Costa County there are two Class I railroads (UP and BNSF) and three local line haul railroads, and;

WHEREAS, Richmond is a pioneer in Quiet Zone establishment and has more Quiet Zones than any city in California – eight separate zones that include 15 grade crossings,¹⁸ and three that are pending, and;

WHEREAS, within West Contra Costa County, there are a number of private grade crossings, and;

WHEREAS, under the [Train Horn Rule](#) (49 CFR Part 222)¹⁹, locomotive engineers are required to sound horns at all public grade crossings not designated as Quiet Zones, and the required volume level for train horns ranges from minimum 96 dBA to maximum 110 dbA, and;

WHEREAS, under California Public Utility Code 6706, locomotive engineers are required to sound horns at all private grade crossings not designated as Quiet Zones, and the required volume level for train horns ranges from minimum 96 dBA to maximum 110 dBA, and;

WHEREAS, according to the National Institute of Health, “long or repeated exposure to sounds at or above 85 decibels can cause hearing loss. The louder the sound, the shorter the amount of time it takes for NIHL [Noise-Induced Hearing Loss] to happen,”²⁰ and;

WHEREAS, even at lower decibel levels, the noise from train horns can have severe physiological effects on humans, particularly at night when people are trying to sleep. Dr. Louis Hagler writes in *Noise Pollution: A Modern Plague*:

Exposure to night-time noise also induces secondary effects, or so-called after effects. These are effects that can be measured the day following the night-time exposure while the person is awake. These include reduced perceived sleep quality, increased fatigue, depressed mood or well-being, and decreased performance.

Long-term effects on psychosocial well-being have been related to nocturnal noise exposure. Noise annoyance during the night increases total noise annoyance for the following 24 hours. People exposed to night-time noise report an increased use of sedatives, closed bedroom windows, and use of personal hearing protection. Particularly sensitive groups include the elderly, shift workers, persons vulnerable to physical or mental disorders, and those with sleeping disorders.

Other factors that influence the problem of night-time noise include its occurrence in residential areas with low background noise levels, combinations of noise and vibration such as that produced

¹⁸ <http://www.ci.richmond.ca.us/index.aspx?NID=1776>

¹⁹ http://www.ecfr.gov/cgi-bin/text-idx?c=ecfr&tpl=/ecfrbrowse/Title49/49cfr222_main_02.tpl

²⁰ <http://www.nidcd.nih.gov/health/hearing/pages/noise.aspx>

by trains and heavy duty vehicles, and sources with low-frequency components which are more disturbing, even at very low sound pressure levels. These low-frequency components have a significant detrimental effect on health.²¹

WHEREAS, uninterrupted sleep is known to be a prerequisite for good physiological and mental functioning of healthy persons.

Whereas sleep disturbance is considered to be a major effect of environmental noise, data on the effects of environmental noise on sleep are limited. Recent research on sleep disturbance has been conducted for aircraft noise, road traffic, and railway noise. For example, road traffic noise in excess of 30 dB disturbs sleep. The probability of being awakened increases with the number of noise events per night. When background noise is low, noise exceeding 45 dB should be limited; for sensitive individuals, an even lower level is preferred.

The primary sleep disturbance effects are: difficulty falling asleep, frequent awakenings, waking too early, and alterations of sleep stages and depth, especially a reduction of REM sleep. Other effects of noise during sleep include increased blood pressure, increased heart rate, increased finger pulse amplitude, vasoconstriction, changes in respiration, cardiac arrhythmias, and increased body movement. For each of these, the threshold and response relationships may be different. Studies have shown that the frequency of noise-induced awakenings decreases over eight consecutive nights; however no such habituation has been shown for heart rate and after effects.

Exposure to night-time noise also induces secondary effects, or so-called after effects. These are effects that can be measured the day following the night-time exposure while the person is awake. These include reduced perceived sleep quality, increased fatigue, depressed mood or well-being, and decreased performance.²²

Long-term effects on psychosocial well-being have been related to nocturnal noise exposure. Noise annoyance during the night increases total noise annoyance for the following 24 hours. People exposed to night-time noise report an increased use of sedatives, closed bedroom windows, and use of personal hearing protection. Particularly sensitive groups include the elderly, shift workers, persons vulnerable to physical or mental disorders, and those with sleeping disorders. Other factors that influence the problem of night-time noise include its occurrence in residential areas with low background noise levels, combinations of noise and vibration such as that produced by trains and heavy duty vehicles, and sources with low-frequency components which are more disturbing, even at very low sound pressure levels. These low-frequency components have a significant detrimental effect on health. (Dr. Louis Hagler, Noise Pollution: A Modern Plague (2007).²³

WHEREAS, sleep disturbances have been associated with a variety of health problems, such as functional impairment, medical disability, and utilization of treatment. Sleep difficulties are also associated with increased use of medical services even among those with no previous health problems,²⁴ and;

WHEREAS, the odds of waking up at night due to environmental noise were 1.7 times greater with noise levels of 55 – 59 dBA vs. below 40 dBA; 3.6 times greater at 60 – 64 dBA vs. below 40 dBA; and 7.1 times greater at above 65 dBA than below 40 dBA, and;²⁵

²¹ <http://www.nonoise.org/library/smj/smj.htm>.

²² Morh D, Vedantham K, Neylan T, Metzler TJ, Best S, Marmar CR. 2003. The medicating effects of sleep in the relationship between traumatic stress and health symptoms in urban police officers. *Psychosomatic Medicine* 65:485-489.

²³ <http://www.nonoise.org/library/smj/smj.htm>

²⁴ Stansfeld S, Haines M, Brown B. 2000. Noise and health in the urban environment. *Rev Environmental Health* 15(1-2): 43-82.

WHEREAS, below is a recommendation from the *Night Noise Guidelines for Europe*, World Health Organization:

For the primary prevention of subclinical adverse health effects related to night noise in the population, it is recommended that the population should not be exposed to night noise levels greater than 40 dB of $L_{\text{night, outside}}$ during the part of the night when most people are in bed. The LOAEL of night noise, 40 dB $L_{\text{night, outside}}$, can be considered a health-based limit value of the night noise guide-lines (NNG) necessary to protect the public, including most of the vulnerable groups such as children, the chronically ill and the elderly, from the adverse health effects of night noise.²⁶

WHEREAS, transportation of goods on railways is increasing and the majority of the increased numbers of freight trains run during the night, and;

Transportation noise has adverse effects on sleep structure, affects the heart rate (HR) during sleep and may be linked to cardiovascular disease. ... A laboratory study was conducted to examine how a realistic nocturnal railway traffic scenario influences HR during sleep.

Results: The train exposure led to a significant change of HR within 1 min of exposure onset ($p=0.002$), characterized by an initial and a delayed increase of HR. The high-vibration condition provoked an average increase of at least 3 bpm per train in 79% of the participants. Cardiac responses were in general higher in the high-vibration condition than in the low-vibration condition ($p=0.006$). No significant effect of noise sensitivity and gender was revealed, although there was a tendency for men to exhibit stronger HR acceleration than women.

Conclusions: Freight trains provoke HR accelerations during sleep, and the vibration characteristics of the trains are of special importance. In the long term, this may affect cardiovascular functioning of persons living close to railways.²⁷

WHEREAS, published research shows:

... that prospective homebuyers view locating near train track with heavy freight traffic very negatively, and would rather locate beside an interstate highway. For this reason, increased freight rail traffic will diminish the value of affected real property relative to non-affected real property. The negative effect from increased freight rail traffic is multidimensional and cumulative. Studies suggest that negative effects on real property prices can be expected to follow from: noise, health and safety concerns (interrupted sleep, emergency vehicle delay), air quality effects (diesel particulates, coal dust), land use impacts (recreation –decreased access to parks, ability to enjoy parks), traffic (traffic delays at level crossings); and ability to enjoy parks), traffic (traffic delays at level crossings); and socioeconomic impacts (perceived “livability,” damage to a community’s “brand,” and loss of economic development opportunities.²⁸

WHEREAS, private crossings are grade crossings that do not involve public streets, roads or highways and are not governed by the Train Horn Rule, and;

WHEREAS, California is one of only two states that requires horn sounding at private crossings, and;

²⁵ Aasvang GM, Moum T, Engdahl B. 2008. Self-reported sleep disturbances due to railway noise: Exposure-response relationships for nighttime equivalent and maximum noise levels. *J. Acoust Soc Am* 124(1):257 – 268

²⁶ http://www.euro.who.int/_data/assets/pdf_file/0017/43316/E92845.pdf

²⁷ <http://bmjopen.bmj.com/content/3/5/e002655.full>

²⁸ <http://www.communitywisebellingham.org/wp-content/uploads/2013/01/CWB-Economic-Scoping-Comment-FINALProofed.pdf>

WHEREAS, California Public Utilities Code 7604²⁹ regulates train horn use at private crossings and references the FRA Train Horn Rule but, unlike the Train Horn Rule, makes no provision for Quiet Zones:

7604. (a) (1) Except as provided in paragraph (3), a bell, siren, horn, whistle, or similar audible warning device shall be sounded at any public crossing in accordance with Section 222.21 of Title 49 of the Code of Federal Regulations.

(2) Except as provided in paragraph (3), a bell, siren, horn, whistle, or similar audible warning device shall be sounded, consistent with paragraph (1), at all rail crossings not subject to the requirements of Subpart B (commencing with Section 222.21) of Part 222 of Title 49 of the Code of Federal Regulations.

(3) A bell, siren, horn, whistle, or similar audible warning device shall not be sounded in those areas established as quiet zones pursuant to Subpart C (commencing with Section 222.33) of Part 222 of Title 49 of the Code of Federal Regulations.

(4) This section does not restrict the use of a bell, siren, horn, whistle, or similar audible warning device during an emergency or other situation authorized in Section 222.23 of Title 49 of the Code of Federal Regulations.

(b) Any railroad corporation violating this section shall be subject to a penalty of two thousand five hundred dollars (\$2,500) for every violation. The penalty may be recovered in an action prosecuted by the district attorney of the proper county, for the use of the state. The corporation is also liable for all damages sustained by any person, and caused by its locomotives, train, or cars, when the provisions of this section are not complied with.

WHEREAS, the City of San Clemente was successful in obtaining CPUC approval to establish quiet zones at some private crossings. The grade crossing improvements included wayside horns, a solution that is acceptable to the FRA as a one-for-one replacement of the train horn under the Train Horn Rule. BNSF challenged the CPUC decision, and the court (California Appeals Court, 3rd Appellate District) ruled against San Clemente, holding that the Public Utilities Code has no provision for Quiet Zones at private crossings:

This writ of review proceeding presents the question of whether the Public Utilities Commission (the commission) has the authority to order railroads to stop using locomotive mounted horns at certain pedestrian rail crossings in the City of San Clemente (the city) . We conclude the answer to that question is “no,” because in Public Utilities Code section 7604 the Legislature has commanded that an audible warning device mounted on the train must be sounded at every rail crossing in the state, except those within federally established quiet zones. Because the pedestrian crossings at issue here are not within a federally established quiet zone, a train horn must be sounded at those crossings, and the commission has no authority to order otherwise. Accordingly, we will set aside the commission’s decision to the contrary.³⁰

In sum, while it is true, as the city argues, that the 2006 amendment to section 7604 deleted the express requirement “that bells, whistles or sirens be placed on or attached to a locomotive,” it is not true that the Legislature simply “replaced [that requirement] with the broad language allowing the use of a bell, siren, horn, whistle, or similar audible warning device.” Instead, the Legislature replaced the express requirement of a locomotive-mounted audible warning device with the

²⁹ http://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?lawCode=PUC§ionNum=7604.

³⁰ <https://www.courtlistener.com/calctapp/gjkJ/bnsf-railway-v-puc/>(BNSF RAILWAY COMPANY et al. ,Petitioners, v. PUBLIC UTILITIES COMMISSION, Respondent; CITY OF SAN CLEMENTE, Real Party in Interest, Court of Appeal, Third District, California - August 5, 2013 - Cal.Rptr.3d - 13 Cal. Daily Op. Serv. 8455

express requirement that an audible warning device be sounded “in accordance with Section 222.21 -- a federal regulation that itself expressly requires the sounding of a “[I]ocomotive horn,” which by definition means an audible warning device “mounted on a locomotive or control cab car.” (49 C.F.R. § 222.9 (2006).) In making this amendment to the statute, the Legislature plainly signaled its intent not to deviate from the long-standing requirement of state law that an audible warning device mounted on a locomotive must be sounded at every railroad crossing in California, with the exception of those within quiet zones established pursuant to the federal regulations.

Conclusion

Because the pedestrian crossings at issue here are not within a quiet zone established pursuant to the federal regulations, by the command of the Legislature in section 7604 a locomotive-mounted audible warning device must be sounded at those crossings. And because the commission does not have the authority to contravene the will of the Legislature as expressed in section 7604, the commission does not have the authority to grant the city’s application to the extent that application asks the commission to approve the use of wayside horns in lieu of train horns at the pedestrian crossings along the city’s beach trail. The commission erred in concluding otherwise.

WHEREAS, state and federal preemptions severely constrain local jurisdictions’ ability to regulate train horn noise, and;

WHEREAS, the Train Horn Rule is silent on who is responsible for grade crossing improvement costs – which can cost as much as \$1 million per crossing – and as a result local jurisdictions requesting the improvements are often required to pay the costs for the same.

THEREFORE BE IT RESOLVED that the West Contra Costa Transportation Advisory Committee (WCCTAC) believes that legislation is required at both the state and federal level to provide a rational and reasonable level of relief from excessive train horn noise, especially at night, and to resolve conflicts and inconsistencies between federal and state regulation of train horns, and:

THEREFORE BE IT FURTHER RESOLVED that West Contra Costa Transportation Advisory Committee (WCCTAC) requests its Congressional delegation to sponsor legislation that would:

- Clarify that the states have authority to regulate the sounding of train horns within privately-owned yards for the purpose of signaling during switching operations.³¹
- Provide the states with authority to enforce train horn violations in Quiet Zones.
- Provide a funding source for local jurisdictions to implement grade crossing improvements required to establish Quiet Zones³², and;

THEREFORE BE IT BE FURTHER RESOLVED that the West Contra Costa Transportation Advisory Committee (WCCTAC) requests its California legislative delegation to sponsor legislation that would:

- Authorize and require the CPUC to approve Quiet Zones at private crossings using the same process and criteria utilized by the Federal Railroad Administration for approving Quiet Zones at public grade crossings (See Exhibit A for proposed text).
- Provide cities and counties with authority to require railroad companies to use “other forms of communication ...in place of whistle (and horn) signals between sunset and sunrise in urban areas

³¹ “Switching operations” means the movement and relocation of train cars and engines for the purposes of temporary storage, making up and breaking down trains, loading and unloading, and includes starting and stopping.

³² In 2009, U.S. railroad operating revenue for the top five companies was \$43 billion. A fee of one tenth of one percent of freight rail revenue would produce \$43 million, enough to pay for improvements to hundreds of grade crossings to create Quiet Zones nation-wide.

in privately-owned owned rail yards³³ for the purpose of signaling during switching operations,³⁴ except as exempted by the General Code of Operating Rules.³⁵

- Provide the cities and counties with authority to enforce violations of non-federal horn use rules.
- Provide legislation similar to 48 other states that eliminates the requirement for horn sounding at private crossings as the favored alternative to allowing Quiet Zones at private crossings.

³³ A *rail yard*, or *railroad yard*, is a complex series of [railroad tracks](#) for storing, sorting, or loading/unloading, [railroad cars](#) and/or [locomotives](#). Railroad yards have many tracks in parallel for keeping rolling stock stored off the mainline, so that they do not obstruct the flow of traffic. Railroad cars are moved around by specially designed yard [switchers](#), a type of locomotive. Cars in a railroad yard may be sorted by numerous categories, including [railroad company](#), loaded or unloaded, destination, car type, or whether they need repairs. Railroad yards are normally built where there is a need to store cars while they are not being loaded or unloaded, or are waiting to be assembled into trains.

³⁴ “Switching operations” means the movement and relocation of train cars and engines for the purposes of temporary storage , making up and breaking down trains, loading and unloading, and includes starting and stopping.

³⁵ http://www.blet75.org/2013-06-01_gcor_updated.pdf

Exhibit A – Proposed Amendment to Public Utilities Code Section 7604 Allowing the Establishment of Quiet Zones at Private Crossings Using Federal Guidelines

PUBLIC UTILITIES CODE - PUC

DIVISION 4. LAWS RELATING TO UTILITY CORPORATIONS AND THEIR EMPLOYEES [7503 - 8286]

(Division 4 enacted by Stats. 1951, Ch. 764.)

CHAPTER 1. Railroad Corporations [7503 - 7727]

(Chapter 1 enacted by Stats. 1951, Ch. 764.)

ARTICLE 5. Railroad Equipment [7601 - 7614]

(Article 5 enacted by Stats. 1951, Ch. 764.)

7604.

(a) (1) Except as provided in paragraph (3), a bell, siren, horn, whistle, or similar audible warning device shall be sounded at any public crossing in accordance with Section 222.21 of Title 49 of the Code of Federal Regulations.

(2) Except as provided in paragraph (3), a bell, siren, horn, whistle, or similar audible warning device shall be sounded, consistent with paragraph (1), at all rail crossings not subject to the requirements of Subpart B (commencing with Section 222.21) of Part 222 of Title 49 of the Code of Federal Regulations.

(3) A bell, siren, horn, whistle, or similar audible warning device shall not be sounded in those areas established as quiet zones pursuant to Subpart C (commencing with Section 222.33) of Part 222 of Title 49 of the Code of Federal Regulations.

(4) This section does not restrict the use of a bell, siren, horn, whistle, or similar audible warning device during an emergency or other situation authorized in Section 222.23 of Title 49 of the Code of Federal Regulations.

(5) A Quiet Zone may be established under the jurisdiction of the California Public Utilities Commission at any grade crossing not subject to (a)(1) in accordance with the provisions of 49 CFR 222, Subpart C, Exceptions to the Use of the Locomotive Horn, beginning with 222.33.

(b) Any railroad corporation violating this section shall be subject to a penalty of two thousand five hundred dollars (\$2,500) for every violation. The penalty may be recovered in an action prosecuted by the district attorney of the proper county, for the use of the state. The corporation is also liable for all damages sustained by any person, and caused by its locomotives, train, or cars, when the provisions of this section are not complied with.

(Amended by Stats. 2006, Ch. 885, Sec. 3. Effective September 30, 2006.)

Exhibit B – Proposed Amendment to Public Utilities Code Section 7604 allowing Wayside Horns as a Substitution for Train Horns

7604. Audible warning devices; sounding of devices; penalty for violations; liability for damage

(a) (1) Except as provided in paragraph (3), a bell, siren, horn, whistle, or similar audible warning device shall be sounded at any public crossing in accordance with Section 222.21 of Title 49 of the Code of Federal Regulations.

(2) Except as provided in paragraph (3), a bell, siren, horn, whistle, or similar audible warning device shall be sounded, consistent with paragraph (1), at all rail crossings not subject to the requirements of Subpart B (commencing with Section 222.21) of Part 222 of Title 49 of the Code of Federal Regulations.

For the purposes of this subsection, a similar audible warning device includes a wayside horn as defined in Section 222.9 of Title 49 and which meets the minimum requirements of Appendix E to Part 222.

(3) A bell, siren, horn, whistle, or similar audible warning device shall not be sounded in those areas established as quiet zones pursuant to Subpart C (commencing with Section 222.33) of Part 222 of Title 49 of the Code of Federal Regulations.

(4) This section does not restrict the use of a bell, siren, horn, whistle, or similar audible warning device during an emergency or other situation authorized in Section 222.23 of Title 49 of the Code of Federal Regulations.

(b) Any railroad corporation violating this section shall be subject to a penalty of two thousand five hundred dollars (\$2,500) an action prosecuted by the district attorney of the proper county, for the use of the state. The corporation is also liable for all damages sustained by any person, and caused by its locomotives, train, or cars, when the provisions of this section are not complied with.

The foregoing Resolution was adopted by the WCCTAC Board at a regular meeting on March 28, 2014 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

By _____
Janet Abelson

Attest:

John Nemeth, Executive Director

Approved as to Form

Ben Reyes II, General Counsel

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TO: WCCTAC Board

DATE: May 30, 2014

FR: John Nemeth, Executive Director

RE: Request Authorization to Execute Lease Agreement for Office Space

REQUESTED ACTION

- Continue the Ad Hoc Committee’s authority to finalize any details or remaining deal points on a lease agreement for office space.
- Give the Board Chair the authority to executive a lease agreement, subject to review by counsel and consistency with the basic terms included in this report.

BACKGROUND AND DISCUSSION

In December 2013, staff presented the Board with the most recent Contract Services Agreement between the City of San Pablo and WCCTAC. Although the focus of this contract was on costs for financial and IT services provided to WCCTAC by the City, the issue of the location of WCCTAC’s current office space became part of that discussion. The Board expressed concern about the lack of ADA accessibility and unanimous support was given to seek other office space options.

At the March 2014 Board meeting, an Ad-Hoc Subcommittee was formed with the goal of reviewing office space options in West County and pursuing a lease agreement. The criteria given to the Subcommittee included: an ADA accessible building and location, proximity to a BART Station and/or the AC Transit Rapid line on San Pablo Avenue, competitive pricing, and the ability to sign a multi-year lease.

The Subcommittee identified a space at 6333 Potrero Avenue as the best available for WCCTAC’s office, and commenced negotiations with the property owner. The building is in El Cerrito, close to the Richmond city limits, and two blocks from the El Cerrito Del Norte BART Station.

The property manager is preparing a proposed lease agreement which was not available for inclusion in this packet. Upon receipt, this proposed lease agreement will be reviewed by WCCTAC’s legal counsel.

In order to be able to move quickly on finalizing an agreement, staff is asking the Board to authorize the Board Chair to sign the lease on behalf of WCCTAC. The intent is to execute the lease in early June.

BASIC TERMS AND FINANCIAL IMPACT

WCCTAC intends to lease 1,352 square feet of a ground floor office space at a price of \$1.45 per square foot with a 2% annual escalation. This would translate into a monthly rent of \$1,960 per month, as compared to the current rent of \$1,637 in the City of San Pablo office space.

Also, monthly janitorial services and some utilities, which are covered at the current location, would be a new cost at the new location.

The lease would begin July 1, 2014 and would have a five year term with an option to renew. The first month's rent is expected to be free.

NEXT STEPS

Upon execution of a lease, WCCTAC would give the City of San Pablo a minimum of 30 days notice that it was leaving, per the Office Use and Lease Agreement with the City.

A move would also result in the need to modify the Services Agreement with the City. Currently WCCTAC pays the City of San Pablo \$4,459 a month for payroll processing, other financial services, IT support, and use of shared facilities such as the Council Chambers. A revised services agreement would remove the need to contract for IT services with the City.

By authorizing the Chair to sign, the staff can proceed with time sensitive essential pre-move tasks such as ordering furniture and installing a server unit in the new space. The expense of the slightly higher rent and related one-time moving expenses are included in the upcoming FY 15 budget.



TO: WCCTAC Board

DATE: May 30, 2014

FR: John Nemeth, Executive Director

RE: **Proposed FY 2015 Agency Work Program, Budget, and Dues**

REQUESTED ACTION

Staff will provide a PowerPoint presentation on the attached draft Work Program, Budget, and Dues for FY 2015 at the May Board meeting. Staff recommends approval of these documents for circulation and review by the member agencies, with a goal of Board adoption at the June meeting.

Work Program

The Proposed Work Program was developed in conjunction with the Technical Advisory Committee (TAC). In FY 2015, key initiatives will include:

- Participating in the development of a countywide Transportation Expenditure Plan (TEP) for a potential 2016 transportation sales tax measure.
- Partnering on possible transportation investment studies.
- Assisting with coordination on the start-up of the I-80 ICM Project.
- Allocating funds for cyclical Measure J programs (PBTF, TLC).
- Evaluating the STMP Program and updating its Strategic Plan.
- Re-locating the office.
- Updating the website.

WCCTAC Staffing

In FY 2010, the staffing level at WCCTAC was 5.67 full-time equivalents (FTE). However, by FY 2013, given two vacant positions, the staffing level fell to 3.67 FTEs. The previous Executive Director recommended that the two vacant positions be consolidated into a single position, proposed as a “Deputy Executive Director”.

Staff believes that hiring a new staff person in FY 2015 and bringing WCCTAC up to 4.67 FTE’s is critical to carrying out our work program. However, in staff’s judgment, WCCTAC doesn’t require a deputy executive position and the relatively high salary that it would entail. In the budget for FY 2015, the salary range for a new hire is assumed to be the same as the existing Project Manager and TDM Project Manager positions. Staff will provide more detailed information regarding this position (job title and description) at a future meeting.

Budget

The attached budget is divided into four different categories:

- Advisory Committee - funded by member agency dues,
- TDM - funded by CMAG, TFCA, and Measure J funds,
- STMP - funded by development fees,
- Other (Special Project)– funded by grants or other special sources

Overall, the total WCCTAC payroll for FY 2015 is higher than last year, but represents WCCTAC returning to a normal staffing level. The payroll is very close to what was budgeted in FY 2011. The FY 2015 budget assumes a cost-of-living adjustment of 2.4%.

Staff is not recommending merit increases in salaries for the next fiscal year. At the moment, two employees are currently earning above their salary ranges and are not eligible for step increases. Two other employees (including the Executive Director) are new hires as of January, 2014. The Executive Director is asking not to be considered by the Board for a merit increase this year and did not include it in the budget.

The budget for FY 2015 includes approximately \$35,000 in one-time expenses for an office move. These expenses include phone installation, furniture (work stations), a server, IT setup and installation and other ancillary costs.

The higher costs for financial and IT services in the next fiscal year are a result of changes to the Services Agreement with the City of San Pablo in FY 2014. This will result in ongoing additional expenses for WCCTAC. If the office is re-located the Services Agreement will need to be revisited. At a minimum, IT services will be contracted to a private vendor, but the costs for these services are assumed to remain the same in the budget.

DUES

Member agency dues support WCCTAC Operations (Advisory Committee). In FY 2015, staff is recommending dues of \$36,675 for most members, which is identical to the dues level in FY 2013. This is less than the “normal” dues of \$42,772 that were in place from FY08 to FY12.

In September 2012, the Board adopted a General Fund Reserve Policy to establish a “below the line” reserve of \$140,000. It included the following two categories:

1. Undesignated Reserve (\$120,000)
2. Unused Accumulated Vacation Leave Payout (\$20,000)

After several years of revenues exceeding expenses, WCCTAC Operations (Advisory Committee) had accumulated an outsized fund balance of \$462,192 by the end of FY 2013. As a result, FY 2014 dues were set very low as a one-time measure, in part to reduce the fund balance. By the end of FY 2014, the fund balance is projected to be reduced to \$413,601.

In FY 2015, expenses are again budgeted to exceed revenues by \$79,766 which will further reduce the fund balance to \$333,834. This will still allow for an available fund balance of \$193,675, *above and beyond* the reserve.

It should be noted that, as in prior years, the dues schedule for FY 2015 includes a discount for WestCAT. This discount began as a result of WestCAT paying for its own share of some San Pablo Avenue Smart Corridors expenses, but continued thereafter. The Board may consider whether it wishes to continue providing a discount to WestCAT, but it's assumed in the budget.

Attachments:

- Proposed Agency Work Program
- Proposed Dues Schedule
- Proposed Budget

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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. AC Transit Major Corridor Study – participate
 - h. San Pablo Rumrill Complete Streets – participate
 - i. Goods Movement Collaborative with MTC and ACTC- participate
 - j. CCTA countywide Express Bus Study Update - monitor
 - k. Regional Express Lane Network - monitor
 - l. Richmond Livable Corridors - monitor
 - m. General plan updates and local specific plans - monitor
 - n. 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, 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. 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

WCCTAC FY 2014-2015 DRAFT BUDGET

Summary of All Accounts

(Advisory Committee, Transportation Demand Management, Subregional Transportation Mitigation Fee Program, Other Reimbursable)

	A	B	D	E	F	H	I	L
		Activity	Actual FY 2012-13	Original FY 2013-14	Amended FY 2013-14 (no change)	Estimated FY 2013-14	Proposed FY 2014-15 (B)	Note
3								
4		REVENUES						
5		33403 Grants	388,554	550,427	550,427	492,790	616,769	
6		34010 STMP Administration	-	-	-	-	-	
7		34111 Member Contributions	351,789	265,460	265,460	302,135	388,464	
8		343xx STMP Fees	8,104	192,064	192,064	141,148	253,047	
9		36102 Interest State	5,281	-	-	4,268	3,800	
10		39906 Other Revenue	97	129,000	129,000	28,155	-	
11		TOTAL REVENUES	753,825	1,136,951	1,136,951	968,496	1,262,080	(a)
12		EXPENSES						
13		Salary & Benefits						
14		41000s Salary & Benefits	438,878	415,974	415,974	450,678	646,819	
31		Total Salaries and Benefits	438,878	415,974	415,974	450,678	646,819	
32		Consultants						
33		43600 Professional Services	68,259	577,300	577,300	254,371	258,915	
34		Regional Studies/Projects	1,000	296,200	296,200	61,405	127,795	
35		Finance Services	14,251	14,500	14,500	32,236	53,520	(c)
36		Audit	1,000	10,700	10,700	18,191	10,000	
37		Attorney Services	9,256	16,300	16,300	10,336	15,000	
38		Web Site	3,754	5,350	5,350	1,883	13,600	
40		I/T Set-up (move and server	-	-	-	-	17,000	(d)
41		Moving Costs	-	-	-	-	2,000	(d)
42		Accounting Services	-	-	-	62,659	15,000	
43		Other(Interim ED)	38,998	234,250	137,295	15,015	-	
44		44000 Special Dept. Expense	182,435	154,800	154,800	112,175	221,128	
45		Contingency	-	10,000	10,000	6,000	10,000	
46		Reserve	24	2,800	2,800	2,800	1,800	
47		TDM Incentives	79,208	83,000	83,000	83,000	87,010	
48		Community Based Transportation Plan	-	-	-	-	60,000	
49		Street Smart	39,820	14,000	14,000	-	-	
50		East Bay Smart Corridor	20,000	-	-	-	-	
51		Student Bus Pass Program Admin	43,383	45,000	45,000	20,375	62,318	
52		44001 TDM Marketing	-	-	-	-	-	
53		Total Consultants	250,694	772,100	772,100	366,546	480,043	
54		Travel & Training						
55		44320 Travel/Training	5,224	12,000	12,000	3,150	7,000	
56		Total Travel/Training	5,224	12,000	12,000	3,150	7,000	
57		Office Expenses & Supplies						
58		41911 Liability Insurance	11,036	12,000	12,000	9,268	7,448	
59		43500 Office Supplies, Postage	5,448	4,900	4,900	7,400	8,250	
60		43501 TDM Printing	6,459	14,000	14,000	15,500	-	
61		43502 TDM Postage	2,104	5,000	5,000	-	7,046	
62		43520 Printing, Copier Lease	2,785	7,300	7,300	878	14,180	
63		43530 Furniture, Equipment	-	-	-	-	15,500	(d)
64		43900 Rent/Building	19,230	20,870	20,870	19,651	25,908	
65		Total Office Exp & Supplies	47,062	55,470	55,470	44,836	78,332	
66		Publications & Communications						
67		42001 Communications	232	2,000	2,000	-	-	
68		Total Pub & Comm	232	2,000	2,000	-	-	
69		TOTAL EXPENSES	742,090	1,257,544	1,257,544	865,209	1,212,194	
70		REVENUES - EXPENSES	11,735	(120,593)	(120,593)	103,286	49,885	
71						Beginning Fund Balance	1,736,922	
72						Ending Fund Balance	1,802,058	
73		Notes:						
74		(a) Revenue assumptions: same dues as FY13, improving STMP receipts, grants to offset expenses in TDM & Other Reimb.						
75		(b) Salary & benefit assumptions: proposed COLA increase of 2.40%, includes hiring for vacant position, no merit-based increases, nominal increase in employer-portion of employer benefits costs.						
76		(c) Increase in operating costs due to change in City of San Pablo service agreement.						
77		(d) One-time costs associated with office move.						
78								
79		See also the notes in the attached detail sheets by account.						
80								

DETAIL: ADVISORY COMMITTEE
FY 2014-15 DRAFT Budget

Activity	Actual FY 2012-13	Original FY 2013-14	Amended FY 2013-14 (no change)	Estimated FY 2013-14	Proposed FY 2014-15 (B)	Note
REVENUES						
34111 Member Contributions	351,789	265,460	265,460	302,135	388,464	(a)
36102 Interest - LAIF	759	-	-	600	-	
39906 Other Revenue	5	-	-	-	-	
TOTAL REVENUES	352,553	265,460	265,460	302,735	388,464	
EXPENSES						
Salary & Benefits						
41000s Salary & Benefits	189,818	198,512	198,512	199,731	334,192	(b)
Total Salaries and Benefits	189,818	198,512	198,512	199,731	334,192	
Consultants						
43600 Professional Services	58,230	148,805	148,805	127,650	76,560	
Regional Studies/Projects	-	10,000	10,000	-	-	
Financial and IT Services	14,251	14,500	14,500	12,894	26,760	(c)
Audit	1,000	10,700	10,700	18,191	10,000	
Attorney Services	9,256	15,300	15,300	10,336	15,000	
Web Site	1,275	1,350	1,350	1,811	6,800	(d)
IT Set-up (move and server)	-	-	-	-	8,500	(e)
Moving Services	-	-	-	-	2,000	
Accounting Sevices	-	-	-	31,772	7,500	
Recruitment Costs	-	-	-	15,396	-	
Other (Interim ED)	32,448	96,955	96,955	37,249	-	
44000 Special Dept. Expense	24	11,800	11,800	7,800	11,800	
Contingency	-	10,000	10,000	6,000	10,000	(f)
Reserve	24	1,800	1,800	1,800	1,800	(g)
Total Consultants	58,254	160,605	160,605	135,450	88,360	
Travel & Training						
44320 Travel/Training/Mileage	2,977	8,000	8,000	1,800	4,000	
Total Travel/Training	2,977	8,000	8,000	1,800	4,000	
Office Expenses & Supplies						
41911 Liability Insurance	11,036	12,000	12,000	9,268	3,724	
43500 Office Supplies, Postage	2,624	2,500	2,500	4,200	4,500	
43520 Printing, Copier Lease,	2,785	7,300	7,300	878	5,000	
43530 Furniture, Equipment, Phones	-	-	-	-	15,500	(e)
43900 Rent/Building	10,230	8,600	8,600	7,861	12,954	(h)
Total Office Exp & Supplies	26,675	21,800	21,800	14,346	41,678	
Publications & Communications						
42001 Communications	55	500	500	-	-	
Total Pub & Comm	55	500	500	-	-	
TOTAL EXPENSES	277,779	389,417	389,417	351,326	468,230	
REVENUES - EXPENSES	74,774	(123,957)	(123,957)	(48,591)	(79,766)	

Beginning Fund Balance \$413,601
Ending Fund Balance \$333,834

Reserve - Undesignated \$120,000
Reserve - Accumulated Vacation \$20,000
Available Balance \$193,834

Notes:

- (a) FY 15 dues proposed to be the same as FY 13. This is a 14.25% reduction from "normal" dues
- (b) Includes a proposed COLA increase of 2.4% (calculated based on CPI, All Consumers, All Items, San Francisco-Oakland-San Jose, February 2013 to 2014), no merit-based increases, and assumed apportionment of salary & benefits for vacant position.
- (c) Higher costs relate to new service agreement with City of San Pablo
- (d) Includes both a web site update and regular on-going maintenance.
- (e) Reflects a one-time cost related to an office re-location
- (f) Emergency Reserve per Board Reserve Policy
- (g) Reserve is for sinking fund for future computer hardware and software upgrades.

**DETAIL: TDM
FY 2014-15 DRAFT Budget**

Activity	Actual FY 2012-13	Original FY 2013-14	Amended FY 2013-14 (no change)	Estimated FY 2013-14	Proposed FY 2014-15 (B)	Note
REVENUES						
33403 Grants	345,171	520,427	520,427	452,970	494,451	
36102 Interest - LAIF	-	-	-	-	-	
39906 Other Revenue	-	-	-	-	-	
TOTAL REVENUES	345,171	520,427	520,427	452,970	494,451	
EXPENSES						
Salary & Benefits						
41000s Salary & Benefits	249,060	215,962	215,962	249,747	310,227	(a)
Total Salaries and Benefits	249,060	215,962	215,962	249,747	310,227	
Consultants						
43600 Professional Services	10,028	141,295	141,295	65,316	57,560	
<i>Studies/Survey Projects</i>	1,000	-	-	-	3,000	
<i>Financial and IT Services</i>	-	-	-	19,342	26,760	(b)
<i>Web Site</i>	2,478	4,000	4,000	72	6,800	(c)
<i>IT Set-up (move and server)</i>	-	-	-	-	8,500	(d)
<i>Accounting Services</i>	-	-	-	30,888	7,500	
<i>Intern Reimbursement</i>	-	-	-	-	5,000	(e)
<i>Other (Interim ED)</i>	6,550	137,295	137,295	15,015	-	
44000 Special Dept. Expense	79,208	84,000	84,000	84,000	87,010	
<i>Contingency</i>	-	-	-	-	-	
<i>Reserve</i>	-	1,000	1,000	1,000	-	
<i>TDM Incentives / Marketing</i>	79,208	83,000	83,000	83,000	87,010	
44001 TDM Marketing	-	40,000	40,000	-	-	(f)
Total Consultants	89,236	265,295	265,295	149,316	144,570	
Travel & Training						
44320 Travel/Training/Mileage/Membershp	2,247	4,000	4,000	1,350	3,000	
Total Travel/Training	2,247	4,000	4,000	1,350	3,000	
Office Expenses & Supplies						
41911 Liability Insurance	-	-	-	-	3,724	
43500 Office Supplies	2,824	2,400	2,400	3,200	3,750	
43501 TDM Printing	6,459	14,000	14,000	15,500	-	(g)
43502 TDM Postage	2,104	5,000	5,000	-	7,046	
43520 Printing, Copier Lease	-	-	-	-	9,180	(g)
43900 Rent/Building	9,000	12,270	12,270	11,790	12,954	
Total Office Exp & Supplies	20,387	33,670	33,670	30,490	36,654	
Publications & Communications						
42001 Communications	177	1,500	1,500	-	-	
Total Pub & Comm	177	1,500	1,500	-	-	
TOTAL EXPENSES	361,107	520,427	520,427	430,903	494,451	
REVENUES - EXPENSES	(15,936)	-	-	22,067	(0)	
			Beginning Fund Balance		0	
			Ending Fund Balance		(0)	

Notes:

- (a) Includes a proposed COLA increase of 2.4% (calculated based on CPI, All Consumers, All Items, San Francisco-Oakland-San Jose, February 2013 to 2014), no merit-based increases, and assumed apportionment of salary and benefits for vacant position.
- (b) Higher costs relate to new service agreement with City of San Pablo.
- (c) Includes both a web site update and regular on-going maintenance.
- (d) Reflects a one-time cost related to an office re-location

DETAIL: STMP
FY 2014-15 DRAFT Budget

Activity	Actual FY 2012-13	Original FY 2013-14	Amended FY 2013-14 (no change)	Estimated FY 2013-14	Proposed FY 2014-15 (B)	Note
REVENUES						
34310 County STMP Fees	5,509	20,000	20,000	76,360	20,000	
34315 El Cerrito STMP Fees	2,595	5,000	5,000	-	7,785	
34320 Hercules STMP Fees	-	50,000	50,000	-	80,100	
34325 Pinole STMP Fees	-	-	-	59,000	15,000	
34330 Richmond STMP Fees	-	5,000	5,000	5,788	50,000	
34335 San Pablo STMP Fees	-	112,064	112,064	-	80,162	
36102 Interest - LAIF	4,522	-	-	3,600	3,800	
39906 Other Revenue	-	-	-	-	-	
TOTAL REVENUES	12,626	192,064	192,064	144,748	256,847	(a)
EXPENSES						
Salary & Benefits						
41000s Salary & Benefits (STMP Admin)	-	1,500	1,500	1,200	2,400	(b)
Total Salaries and Benefits	-	1,500	1,500	1,200	2,400	
Consultants						
43600 Professional Services	-	187,200	187,200	61,405	124,795	
<i>Regional Studies/Projects</i>	-	186,200	186,200	61,405	124,795	(c)
<i>Attorney Services</i>	-	1,000	1,000	-	-	
44000 Special Dept. Expense	20,000	-	-	-	-	
<i>Street Smart</i>	-	-	-	-	-	
<i>East Bay Smart Corridor</i>	20,000	-	-	-	-	
<i>Student Bus Pass Program Admin</i>	-	-	-	-	-	
Total Consultants	20,000	187,200	187,200	61,405	124,795	
TOTAL EXPENSES	20,000	188,700	188,700	62,605	127,195	
REVENUES - EXPENSES	(7,374)	3,364	3,364	82,143	129,652	

Beginning Fund Balance 1,323,321

Ending Fund Balance 1,452,973

Notes:

- (a) STMP receipts are expected to show improvement.
- (b) Expenses are for costs to administer the program up to 2% of project expenses incurred.
- (c) Expenses are those anticipated under the Richmond BART Station Intermodal project.

DETAIL: OTHER REIMBURSABLE
FY 2014-15 DRAFT Budget

Activity	Actual FY 2012-13	Original FY 2013-14	Amended FY 2013-14 (no change)	Estimated FY 2013-14	Proposed FY 2014-15 (B)	Note
REVENUES						
33403 Grants	43,383	30,000	30,000	39,820	122,318	(a), (b)
36102 Interest - LAIF	-	-	-	68	-	
39906 Other Revenue	92	129,000	129,000	28,155	-	
TOTAL REVENUES	43,475	159,000	159,000	68,043	122,318	
EXPENSES						
Salary & Benefits						
41000s Salary & Benefits	-	-	-	-	-	
Total Salaries and Benefits	-	-	-	-	-	
Consultants						
43600 Professional Services	-	100,000	100,000	-	-	
<i>Regional Studies/Projects</i>	-	100,000	100,000	-	-	
44000 Special Dept. Expense	83,203	59,000	59,000	20,375	122,318	
<i>Comm Based Transportation Plan</i>	-	-	-	-	60,000	(a)
<i>Street Smart</i>	39,820	14,000	14,000	-	-	
<i>Student Bus Pass Program Admin</i>	43,383	45,000	45,000	20,375	62,318	(b)
Total Consultants	83,203	159,000	159,000	20,375	122,318	
TOTAL EXPENSES	83,203	159,000	159,000	20,375	122,318	
REVENUES - EXPENSES	(39,728)	-	-	47,668	-	

Beginning Fund Balance -

Ending Fund Balance -

Notes:

- (a) Revenues and expenses are for a Community Based Transportation Plan for the Rodeo / Crocket Area. The revenue source is an MTC grant.
- (b) Revenues and expenses are for those anticipated under the Student Bus Pass Program. The revenue source is Measure J.

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WCCTAC FY 2014-15 DUES STRUCTURE

WCCTAC Member Agency	Percent Share	Proposed FY 15 Dues
City of El Cerrito	9.1%	\$36,675
City of Hercules	9.1%	\$36,675
City of Pinole	9.1%	\$36,675
City of Richmond	27.2%	\$109,624
City of San Pablo	9.1%	\$36,675
Contra Costa County	9.1%	\$36,675
AC Transit	9.1%	\$36,675
BART	9.1%	\$36,675
WestCAT	9.1%	\$36,675
<u>- discount</u>		<u>(\$14,560)</u>
WestCAT Subtotal		\$22,115
<i>Total</i>	<i>100.0%</i>	<i>\$388,464</i>

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TO: WCCTAC Board

DATE: May 30, 2014

FR: John Nemeth, Executive Director

RE: **Countywide Transportation Plan – Public Outreach Effort**

REQUESTED ACTION

- Receive presentation from EMC Research
- Direct WCCTAC staff to return in June with options for possible supplemental polling research in West County.

BACKGROUND AND DISCUSSION

As part of the development of the 2014 Countywide Transportation Plan (CTP), EMC Research conducted public polling in February 2014 on the subject of transportation in Contra Costa County. While this work was part of the CTP update process, it may also be helpful in the development of a Transportation Expenditure Plan (TEP) for a possible countywide sales tax measure in 2016.

Alex Evans of EMC Research attended the April 25th WCCTAC Board meeting and gave an overview of the polling data. The Board requested that Mr. Evans return and provide some follow-up information specifically related to West County.

Mr. Evans and Board members discussed the fact that, while the polling data is statistically significant at the countywide level, it has a higher margin of error when looking just at the West County subregion.

Next Steps

If the WCCTAC Board is interested, it is possible to supplement EMC's opinion research with a larger sample size of the public drawn from West County. New questions related to specific subjects in West County could also be included.

A possible mechanism for expanded polling in West County would be to request that the Contra Costa Transportation Authority (CCTA) modify the scope of EMC's work. WCCTAC may need to reimburse CCTA for such an effort, which would likely cost \$20K-\$60K depending upon the level of effort desired. Measure J Subregional Needs funds (Program 28b) are a potential funding source for the enhanced polling efforts.

Attachments: Handouts at the Board meeting for PowerPoint presentation

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TO: WCCTAC Board

DATE: May 30, 2014

FR: John Nemeth, Executive Director

RE: **High Capacity Transit Investment Study**

REQUESTED ACTION

Provide direction to staff to:

- Work with West County transit operators to finalize a scope of work based on the draft study outline,
- Refine the cost estimates for the study based on a complete scope,
- Pursue study funding

BACKGROUND AND DISCUSSION

At the January 2014 meeting the WCCTAC Board approved a resolution supporting a study of high capacity transit options in West County, described in the staff report as a comprehensive corridor study. The Board directed WCCTAC staff to work with BART and other transit operators in West County to develop a study scope of work, and to identify possible funding sources.

Basic Study Scope

As noted in the January staff report to the WCCTAC Board, the types of transit studied could include BART, commuter rail improvements in the UP and/or BNSF corridor, express buses, bus rapid transit, and possibly other types of transit services. The study could also consider a variety of different alignments depending upon the mode studied, including: I-80 itself, the UP and BNSF rail lines, San Pablo Avenue and possibly others.

The study would determine the ridership potential for various transit options, along with their capital and operations and maintenance costs. It could evaluate their compatibility with local and regional goals, such as: congestion mitigation, air quality and greenhouse gas emissions, economic development, and local land use plans. The study is proposed to involve considerable local community outreach. Since the January Board meeting, WCCTAC has worked with BART, AC Transit, and WestCAT to develop a draft outline for the corridor study, which is attached.

Study Rationale

The study is supported by goal 4.1.B (Expand High Capacity Transit) in the recently updated Action Plan for West County. It can provide a menu of transit investment options for West County policy-makers and can lay the groundwork for eventual project

funding and implementation. The study also could help to inform the Transportation Expenditure Plan (TEP) for a possible countywide 2016 transportation sales tax measure.

Study Management

Staff is proposing that the WCCTAC Board serve as the Policy Committee that oversees the study, with the WCCTAC TAC serving as the Technical Advisory Committee. Other outside agency staff could be invited to the TAC, as needed. A smaller Study Management Group could be comprised of WCCTAC and the West County transit operators, as well as other organizations that may contribute funding to the study.

Study Cost and Funding

WCCTAC and its transit agency partners have estimated that the study would likely cost \$1.0 - \$1.5M, although completion of the scope of work may allow for a more refined estimate. The cost is driven by: the study's examination of more than one transit mode and alignment, the assumption of extensive public outreach, and the desire to have a solid ridership modeling and analyses of travel markets.

Funding sources could include a contribution from BART, Measure J Subregional Needs funds (Program 28b), and potentially sources from other agencies.

At present, Measure J Program 28b has a balance of \$651,000. By the end of June (FY 2014) this balance is expected to be \$878,000 and by the end of FY 2016 is expected to be \$1,376,000, according to CCTA projections. Measure J is expected to generate \$7.4M in Program 28b by the year 2034.

Next Steps

The next step for this study would include working with the transit operators to finalize a draft study scope and refining the study cost estimate. It could also include BART allocating funds to this study as part of its budget process. WCCTAC does not need to make a commitment to use Measure J Program 28b funds at this time, but should begin to consider whether to contribute funds to the study effort and in what amount. Staff could also begin pursue funding from other sources.

Attachments: Study Scope Outline

Western Contra Costa - High Capacity Transit Investment Study Scope Outline

Task

1. Develop goals and objectives for the study (examples of goals and objectives below)
 - a. Understand travel markets and demand for high-capacity transit in the I-80 corridor as part of the larger regional transit network.
 - b. Understand current and future land uses in the corridor and linkages to transportation.
 - c. Define and evaluate multimodal high capacity transit options in the western Contra Costa corridor.
 - d. Understand costs and potential funding sources.
 - e. Establish a basis for further study of most promising alternatives.
2. Develop Purpose and Need for the project (examples of Purpose and Need below)
 - a. Link corridor more closely to the regional transit network and major destinations.
 - b. Link transportation and land use more closely in the corridor.
 - c. Support TOD development throughout corridor, especially in PDAs.
 - d. Provide alternative to congested highway corridor.
3. Conduct public participation (ongoing throughout study)
 - a. Public outreach meetings
 - b. Print, social media and electronic outreach
 - c. Technical Advisory Committee (TAC) – agencies - periodic meetings
 - d. Policy Advisory Committee (PAC) – periodic meetings
4. Literature review of prior studies in corridor
5. Document existing and planned transportation network.
6. Document existing and future land use conditions
7. Define/understand travel markets in the corridor
 - a. Assess predominant travel flows
 - b. Document context beyond corridor (Solano County, Alameda County, San Francisco)
8. Define conceptual alternative corridors for evaluation
 - a. Potential corridors (examples)
 - I-80
 - San Pablo Avenue
 - Richmond Parkway
 - UP and BNSF corridors
 - b. Potential technologies (examples)
 - Express bus
 - BRT
 - BART
 - Standard gauge rail (DMU, other)
9. Develop evaluation criteria (examples)
 - a. Ridership
 - b. Comparative performance
 - c. Travel time
 - d. Support for regional land use goals
 - e. Impacts on local transit services (ridership, other)
 - f. Impact on BART (state-of-good-repair and capacity)
 - g. Cost metrics
 - Cost per rider

- Subsidy per passenger
 - h. Consistency with Res. 3434 and TOD Policy
 - i. Consistency with BART System Expansion Policy (SEP)
10. Evaluate potential impact of alternatives on local circulation
 11. Conduct preliminary evaluation and alternatives screening (examples)
 12. Define final alternatives
 - a. Corridor
 - b. Technology
 - c. Local access
 - d. Development level
 13. Ridership modeling
 14. Conduct final alternatives evaluation (examples)
 - a. Refine ridership modeling (if needed)
 15. Develop cost estimates and funding options
 16. Identify issues for future environmental assessment
 17. Identify issues for future Title VI evaluation
 18. Document findings and recommendations
 19. Produce draft and final report
 20. Develop work scope for next phase
 21. Project Management
 - a. Consultant selection
 - b. Manage consultant contract
 - c. Reporting and invoicing
 - d. Study Management Group (AC, BART, Cap Corr, WestCAT, WCCTAC)

2014 05 12 djw



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 Danelle Carey provided an overview of the TDM/TSM Model ordinance and reminded members to provide their comments/feedback to the TDM program by May 1st. ~~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 13 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 23rd/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



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

ABAG: Association of Bay Area Governments
ACCMA: Alameda County Congestion Management Agency (now the ACTC)
ACTC: Alameda County Transportation Commission (formerly ACCMA)
ADA: Americans with Disabilities Act
APC: Administration and Projects Committee (CCTA)
ATP: Active Transportation Program
BAAQMD: Bay Area Air Quality Management District
BATA: Bay Area Toll Authority
BCDC: Bay Conservation and Development Commission
Caltrans: California Department of Transportation
CCTA: Contra Costa Transportation Authority
CEQA: California Environmental Quality Act
CMAs: Congestion Management Agencies
CMAQ: Congestion Management and Air Quality
CMIA: Corridor Mobility Improvement Account (Prop 1B bond fund)
CMP: Congestion Management Program
CTP: Contra Costa Countywide Comprehensive Transportation Plan
CSMP: Corridor System Management Plan
CTC: California Transportation Commission
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 HITC: 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
PBTF: Pedestrian, Bicycle and Trail Facilities
PC: Planning 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
STARS: Sustainable Transportation Analysis & Rating System
STIP: State Transportation Improvement Program
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

WCCTAC

West Contra Costa Transportation Advisory Committee

El Cerrito

May 1, 2014

Hercules

Mr. Peter Engel, Program Manager
Contra Costa Transportation Authority
2999 Oak Road, Suite 100
Walnut Creek CA 94597

Pinole

RE: Summary of WCCTAC Comments on the Mobility Management Plan

Dear Peter:

Richmond

This letter summarizes Mobility Management Plan (MMP) comments from the two WCCTAC Board meetings (March and April 2014). The following comments were unanimously approved by the Board on March 28th, 2014:

San Pablo

- The Plan could benefit from more structure and detail, particularly in explaining how the East Bay Paratransit Consortium would fit into the countywide model proposed in the Plan.
- It would be preferable and less expensive for CCTA to create a Mobility Manager position that resides within CCTA, rather than to spend more resources to establish a new non-profit agency; any savings from this approach should be put into programs.
- Paratransit oversight and coordination efforts can be carried out by existing agencies and CCTA's PCC, rather than a new Oversight Committee.
- Cities with local paratransit programs in West County have been asked by the WCCTAC Board to produce a letter to CCTA commenting on the Mobility Management Plan (includes El Cerrito, San Pablo and Richmond).

Contra Costa
County

AC Transit

BART

In addition to these WCCTAC Board comments are letters attached from the cities of Richmond, El Cerrito and San Pablo, presented at the March Board meeting. Also attached is a collaborative memo from the staff at each of the cities above, with specific comments and a proposed budget for a Mobility Manager, presented and approved by the WCCTAC Board at the April meeting.

WestCAT

Please contact me if you have any questions on the feedback from our Board or the individual member cities.

Sincerely,



John Nemeth,
Executive Director

cc: Danice Rosenbohm, CCTA; Barbara Neustadter, TRANSPAC; Jamar Stamps, TRANSPLAN; Andy Dillard, SWAT, Lisa Bobadilla, San Ramon; John Cunningham, County.



April 1, 2014

West Contra Costa Transportation Advisory Committee (WCCTAC)
Board of Directors
13831 San Pablo Avenue
San Pablo, CA 94806

RE: Contra Costa County Mobility Management Plan

Dear WCCTAC Board Members:

The City of Richmond appreciates the opportunity to review and comment on the Contra Costa County Mobility Management Plan dated October 17, 2013. We support the Plan's overall goal to guide the development and implementation of a broad mix of strategies to better meet the travel needs of seniors and persons with disabilities in a coordinated and efficient manner. The City of Richmond is committed to providing much-needed transportation services to Richmond senior citizens and persons with disabilities and therefore currently provides a Paratransit service, now known as R-Transit, to help these individuals perform daily activities within the city. This service is largely funded by Measure J. Given our experience with this service and understanding of Paratransit service in general, we have some reservations regarding the potential adoption of the Plan in its current form for Countywide use.

The City of Richmond staff agrees that improved communication and increased coordination between the local agency operators, human services providers, and the fixed-route transit providers in the county is needed. The Plan acknowledges the contributions of existing human service agencies in the county, which we believe the City, in addition to a local operator, and recommends careful attention be paid to the roles of these agencies and thorough analysis be done to consider the funding impacts to these agencies relative to the formation of a new Consolidated Transportation Services Agency (CTSA). The aforementioned concerns in addition to the ones noted below are reasons City staff considers it prudent that alternatives, tradeoffs, and potential impacts be thoroughly vetted prior to the adoption of the Plan or the formation of an Oversight Board.

The specific concerns we have regarding the Plan are as follows:

1. Inter-county travel needs for essential services such as health/medical have not been identified;
2. Local transportation service providers and funding for these local services have not been identified though there are several current programs in place;
3. Duplicative governing bodies may result by having a Paratransit Coordinating Council (PCC) and a Mobility Oversight Board;
4. Funding the Plan and CTSA may affect current, local programs (such as those for seniors who do not qualify for paratransit) that cannot be fully replaced by fixed-route service;

450 Civic Center Plaza, Richmond, CA 94804-1630
Telephone: (510) 620-6512 Fax: (510) 620-6542 www.ci.richmond.ca.us

5. There is no local agency or consumer representation on the Oversight Board;
6. The draft first-year budget of \$325,000 for the CTSA is for administrative costs only (and no associated program costs).
7. City staff considers the formation of an Oversight Board to be potentially duplicative and urges that additional analysis be conducted to determine if an existing advisory body, such as the PCC and existing public agency, such as the CCTA with the addition of a new mobility manager could provide the functions of the CTSA in a more cost-effective manner. This is an option among other viable options that should be thoroughly evaluated prior to adoption and implementation.

For questions or concerns pertaining to the City of Richmond's review, please feel free to contact Lori Reese-Brown, Project Manager, or Sam Casas, Paratransit Coordinator, Richmond City Manager's Office at (510) 620-6869; or email at: lori_reese-brown@ci.richmond.ca.us

Sincerely,

Lori Reese-Brown, Project Manager



March 27, 2014

West Contra Costa Transportation Advisory Committee (WCCTAC)
Board of Directors
13831 San Pablo Avenue
San Pablo, CA 94806

RE: Contra Costa County Mobility Management Plan

Dear WCCTAC Board Members:

The City of El Cerrito appreciates the opportunity to review and comment on the Contra Costa County Mobility Management Plan dated October 17, 2013. We support the Plan's overall goal to guide the development and implementation of a broad mix of strategies to better meet the travel needs of seniors and persons with disabilities in a coordinated and efficient manner. The City of El Cerrito is committed to providing much-needed transportation services to El Cerrito senior citizens and persons with disabilities and therefore currently provides a paratransit service, known as Easy Ride, to help these individuals perform daily activities within the city. This service is largely funded by Measure J. Given our experience with this service and understanding of paratransit service in general, we have some reservations regarding the potential adoption of the Plan in its current form for use on a countywide basis.

In general, City staff agrees that improved communication and increased coordination between the local agency operators, human services providers, and the fixed-route transit providers in the county is needed. The Plan acknowledges the contributions of existing human service agencies in the county, which we believe the City is in addition to a local operator, and recommends careful attention be paid to the roles of these agencies and thorough analysis be done to consider the funding impacts to these agencies relative to the formation of a new Consolidated Transportation Services Agency (CTSA). Because of this and other concerns noted below, City staff considers it prudent that alternatives, tradeoffs, and potential impacts be thoroughly vetted prior to adoption of the Plan or formation of an Oversight Board.

Some specific concerns and questions we have regarding the Plan are as follows:

- Inter-county travel needs for essential services such as health/medical have not been identified;
- All fixed-route transit service providers and funding for these services have not been identified;
- AC Transit, a key transit service provider in West County, has not been identified as a key implementing agency;

CITY HALL 10890 San Pablo Avenue, El Cerrito, CA 94530
Telephone (510) 215-4305 Fax (510) 215-4379 <http://www.el-cerrito.org>

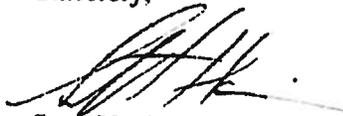
March 27, 2014
Contra Costa County Mobility Management Plan

- Local transportation service providers and funding for these local services have not been identified even though there are several current programs in place;
- Duplicative governing bodies may likely result by having a Paratransit Coordinating Council (PCC) and a Mobility Oversight Board;
- Funding the Plan and CTSA may affect current, local programs (such as those for seniors who do not qualify for paratransit) that cannot be fully replaced by fixed-route service;
- There is no local agency or consumer representation on the Oversight Board; and
- The draft first-year budget of \$325,000 for the CTSA is for administrative costs only (and no associated program costs).

The Plan indicates that the preparatory step to formation of a CTSA is the formation of an Oversight Board that will guide development of the non-profit CTSA model. As indicated above, City staff considers the formation of the Oversight Board to be potentially duplicative and urges that additional analysis be conducted to determine if an existing advisory body, such as the PCC, and existing public agency, such as the CCTA with the addition of a new mobility manager could provide the functions of the CTSA in a more cost-effective manner. This is an option among other viable options that should be thoroughly evaluated before the Plan and its recommendation for a new board and agency is adopted.

Please contact Yvetteh Ortiz, Interim Public Works Director/City Engineer, at (510) 215-4382 or yortiz@ci.el-cerrito.ca.us should you have any questions concerning the comments contained in this letter.

Sincerely,



Scott Hanin
City Manager
City of El Cerrito

cc: Chris Jones, Recreation Director
Janet Bilbas, Senior Services Manager
Yvetteh Ortiz, Interim Public Works Director/City Engineer, El Cerrito WCCTAC TAC Representative

March 17, 2014



City of San Pablo
City of New Directions

West Contra Costa Transportation Advisory Committee
Board of Directors
13831 San Pablo Avenue
San Pablo, CA 94806

Regarding: Mobility Management Plan

Chairperson Abelson and WCCTAC Board Members,

Thank you for the opportunity to comment on the Mobility Management Plan dated October 27, 2013. In general, the City of San Pablo is very supportive of a Mobility Management Plan in terms of efficiencies gained, cost savings, better services to its users, and increasing coordination among our partner agencies.

However, we recommend that the Plan be retitled, Background Report on Mobility Planning, and be used to discuss structure options, and functions. Additional information is necessary to develop a Plan including information on existing programs, services, structures, best management practices, and current cost basis.

In addition, a new Mobility Manager position within CCTA could help with coordination and communication. We recommend using the Paratransit Coordinating Council with City representation instead of creating a new Oversight Board.

Finally, we are particularly concerned that consolidation of funding should not occur without analysis of costs, impacts, and program improvements. Under this framework we believe long-term funding can be achieved for healthy program implementation.

Sincerely,

A handwritten signature in cursive script, appearing to read "M. Rodriguez".

Michele Rodriguez, AICP, LEED AP
City of San Pablo Development Services Manager

To: WCCTAC Board of Directors

From: Janet Bilbas, City of El Cerrito - Recreation Supervisor
Sam Casas, City of Richmond - R-Transit Coordinator
Erin Jimenez, City of San Pablo - Recreation Supervisor

Date: April 17, 2014

CC: Yvetteh Ortiz, City of El Cerrito – Interim Public Works Director/ City Engineer
Chris Jones, City of El Cerrito – Recreation Director
Scott Hanin, City of El Cerrito – City Manager
Bill Lindsay, City of Richmond – City Manager
Lori Reese-Brown, City of Richmond – Project Manager
Matt Rodriguez, City of San Pablo- City Manager
Michele Rodriguez, City of San Pablo – Development Services Manager
Greg Dwyer, City of San Pablo – Community Services Manager

Subject: Recommendations for the Contra Costa County Mobility Management Plan

This memorandum is to follow-up on the comments previously submitted to the WCCTAC Board regarding the Contra Costa County Mobility Management Plan (MMP). City staff from El Cerrito, Richmond, and San Pablo agree that improved communication and increased coordination between the local agency operators, human services providers, and fixed-route transit providers in Contra Costa County is needed. On the other hand, we do not support the formation of a new Consolidated Transportation Services Agency (CTSA) nor a new Oversight Board. These new entities would result in duplicative agencies and potentially a governing body that is not made up of elected officials. This duplication could unnecessarily deplete current or future funding, including Measure J funding, that is available for locally-run transportation programs that serve seniors and people with disabilities.

We recommend that, in place of a CTSA, a mobility manager be hired by the Contra Costa Transportation Authority (CCTA), who would work out of the office at CCTA. This would eliminate duplications in administration and governance and maximize funding for transportation programs. See attached sample operating budget as compared to that of the CTSA structure.

The mobility manager would implement the strategies for mobility management as outlined on page 5 of the Mobility Management Plan in conjunction with the CCTA's Paratransit Coordinating Council (PCC). The PCC is the advisory body to the CCTA Board and staff on mobility management issues and solutions and includes representation from local agency operators, community-based transportation providers (CBTP) and consumers, which is lacking in the current MMP proposal.

Strategies listed in the MMP that would be the most important to us would be as follows:

1. Agency Partnership-
Partnership created between CBTP's and fixed route providers along with a reimbursement method.

2. Central Information Program-
Use **New Freedom Cycle 3 grant funds** to contract with Contra Costa 211, the multi-lingual 24/7 information and referral system, to create a more dynamic transportation referral call center and website.
3. Travel Training-
Potential funding from fixed -route providers with interested CBTP's providing the training.
4. Volunteer Driver Program-
Guidelines provided to all organizations to create own individual program, regionally based for efficiency, along with a reimbursement method.
5. Driver Training Program-
Collaborate with fixed-route providers that already provide driver training for their employees.
6. Centralized Maintenance-
Another vehicle maintenance option would be to use in-house maintenance services from other transportation or transit agencies.

We are also concerned about impacts of the ADA Eligibility Process strategy and ask that it be evaluated in greater detail before implementation. Specifically, given that the transition to the recommended in-person assessments throughout the County across all transit agencies could result in fewer ADA eligibility applications and qualifications, there will be a greater need for locally-run programs that serve seniors and persons with disabilities who do not apply or qualify for the ADA paratransit programs.

Attachment: Mobility Manager Operating Budget: CCTA-PCC

Mobility Manager Operating Budget: CCTA-PCC

	COST CATEGORY	Cost Estimate	Notes
Staff			
	Mobility Manager - MM (full-time)	\$80,000	Salary, taxes, benefits funded by New Freedom Cycle 5 funds
Direct Expenses	Administrative Assistant (part-time)	\$30,000	Salary, taxes, benefits funded by CCTC & New Freedom Cycle 5 funds
	Office Space	\$0	Existing expense/Negligible increase
	Utilities	\$0	Existing expense/Negligible increase
	Professional Services	\$0	None
	Phone	\$0	Existing expense/Negligible increase
	Supplies	\$1,000	
	Insurance	\$0	Existing expense/Negligible increase
	Travel	\$500	
	Misc. Expense	\$5,000	
Functional Programs			
	Agency Partnership	\$0	No Cost. MM works with CBTP's and Fixed Route Providers to create partnerships
	Central Information Program	\$120,000	Use New Freedom Cycle 3 funds to contract with 211 Contra Costa
	Travel Training	\$100,000	Funded by Fixed Route Providers. Provide mini-grants to CBTP interested in training
	Volunteer Driver Program	\$0	No Cost. MM assists CBTP's on start up of volunteer programs
	Driver Training Program	\$0	No Cost. Role of MM to help CBTP's and fixed route providers with driver training
	Centralized Maintenance	\$0	No Cost. MM puts out RFP for vehicle maintenance providers
	ADA Eligibility Process	\$0	No Cost. Funded by Fixed Route Providers
	Advocacy Role	\$0	No Cost. Role of MM
	Technical Support	\$0	No Cost. Role of MM
	TOTAL OPERATING EXPENSES	\$336,500	
	FUNDING SOURCE (potential)		
	Travel Training Funds	\$100,000	Funded by Fixed Route Providers. Provide mini-grants to CBTP.
	New Freedom Cycle 3	\$120,000	Use New Freedom grant awarded to CCTA
	New Freedom Cycle 5	\$100,000	Use New Freedom grant awarded to County Connection