



TECHNICAL ADVISORY COMMITTEE MEETING NOTICE & AGENDA

DATE & TIME: Thursday, June 7, 2018 • 9:00 AM – 11:10 AM

LOCATION: WCCTAC Office • 6333 Potrero Ave. at San Pablo Avenue, El Cerrito, CA 94530

TRANSIT OPTIONS: Accessible by AC Transit #72, #72R, #72M & Del Norte BART Station

1. CALL TO ORDER and SELF-INTRODUCTIONS

Estimated Time:* 9:00 am (5 minutes)

2. PUBLIC COMMENT

Estimated Time:* 9:05 am (5 minutes)

The public is welcome to address the TAC on any item that is not listed on the agenda. Please fill out a speaker card and hand it to staff. Please limit your comments to 3 minutes. Pursuant to provisions of the Brown Act, no action may be taken on a matter unless it is listed on the agenda, or unless certain emergency or special circumstances exist. The WCCTAC TAC may direct staff to investigate and/or schedule certain matters for consideration at a future TAC meeting.

3. CONSENT CALENDAR

Estimated Time:* 9:10 am (5 minutes)

A. Minutes & Sign in Sheet from April 12, 2018 (the May 25, 2018 meeting was cancelled)

Recommendation: Approve as presented.

Attachment: Yes

4. REGULAR AGENDA ITEMS

A. West County’s Program for Arterial System Synchronization (PASS) Application

Description: Staff submitted an application for a PASS grant to MTC and will provide an update to the TAC on the status of that application. The TAC will also discuss potential next steps.

Recommendation: Provide feedback to WCCTAC staff as needed.

Attachment: Potential attachment to be provided via email.

Presenter/Lead Staff: Leah Greenblat - WCCTAC

Estimated Time:* 9:15 am (10 minutes)

* Estimated time for consideration is given as a service to the public. Please be advised that an item on the agenda may be considered earlier or later than the estimated

B. Express Bus Implementation Plan Update

Description: WCCTAC received a \$639,000 Caltrans grant to develop an express bus implementation plan based on recommendations from the West County High Capacity Transit Study. WCCTAC released a request for proposals for consultant services to develop the plan and received four proposals. At the May 25th WCCTAC Board meeting, staff was given direction to negotiate a contract with the top ranked team. Staff will provide an update.

Recommendation: Information Only

Attachment: No

Presenter/Lead Staff: Leah Greenblat, WCCTAC Project Manager

Estimated Time:* **9:25 am** (10 minutes)

C. Project Management and Grant Administration Tools

Description: At the May 25, 2018 WCCTAC Board meeting, staff from the City of San Pablo gave a presentation on the Rumrill Complete Streets project and mentioned that project management and grant administration could be challenging for local jurisdictions, especially given the cost of project management software. The WCCTAC Board requested that WCCTAC staff discuss this issue with the TAC and identify any opportunities for collaboration that could save money or make project management tools more available.

Recommendation: Discuss and provide feedback to WCCTAC staff as needed

Attachment: No

Presenter/Lead Staff: John Nemeth, WCCTAC Executive Director

Estimated Time:* **9:35 am** (10 minutes)

D. AC Transit's Transit Signal Prioritization (TSP) on San Pablo Avenue

Description: Staff from AC Transit will provide an overview of an upcoming, grant-funded project that will overhaul Transit Signal Prioritization (TSP) for transit buses on San Pablo Avenue.

Recommendation: Discuss and provide feedback to WCCTAC staff as needed

Attachment: No

Presenter/Lead Staff: No

Estimated Time:* **9:45 am** (30 minutes)

E. Shared Mobility Services and Local Government

Description: The arena of bicycle and scooter share/rental is rapidly changing. MTC hosted an Active Transportation Working Group meeting in March on cities' experiences with these programs throughout the Bay Area. At the TAC meeting, staff from El Cerrito and Richmond will discuss their experience working with bicycle share/rental companies such as LimeBike and Ford GoBike. Afterwards, we will address questions about

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guidelines, policies and best practices. Lastly, WCCTAC staff is seeking feedback on what role, if any, WCCTAC can play in coordinating bike and scooter share programs.

Recommendation: Discussion and identify whether or not there are follow up activities

Attachment: Yes

Presenter/Lead Staff: Coire Reilly, WCCTAC TDM Program Manager

Estimated Time:* **10:15 am** (40 minutes)

5. **STANDING ITEMS**

A. **Technical Coordinating Committee (TCC) Report**

Description: The March 2018 TCC meeting was cancelled so no report from the meeting will be provided.

Recommendation: None.

Attachment: No

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

Estimated Time:* **10:55 am** (2 minutes)

B. **Staff and TAC Member Announcements**

Recommendation: Receive update.

Attachment: No

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

Estimated Time:* **10:57 am** (3 minutes)

6. **ADJOURNMENT**

Description / Recommendation: Adjourn to the next regularly scheduled meeting of the TAC on Thursday, May 10, 2018. (The next regular meeting of the WCCTAC Board is Friday, April 27, 2018.)

Estimated Time:* **11:00 am**

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- In compliance with the Americans with Disabilities Act of 1990, if you need special assistance to participate in the WCCTAC TAC meeting, or if you need a copy of the agenda and/or agenda packet materials in an alternative format, please contact Valerie Jenkins at 510.210.5930 prior to the meeting.
 - If you have special transportation requirements and would like to attend the meeting, please call the phone number above at least 48 hours in advance to make arrangements.
 - Handouts provided at the meeting are available upon request and may also be viewed at WCCTAC's office.
 - Please refrain from wearing scented products to the meeting, as there may be attendees susceptible to environmental illnesses. Please also put cellular phones on silent mode during the meeting.
 - A meeting sign-in sheet will be circulated at the meeting. Sign-in is optional.
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El Cerrito

WCCTAC TAC Meeting Minutes

Hercules

MEETING DATE: April 12, 2018

Pinole

MEMBERS PRESENT: John Cunningham CCC DCD; Aileen Hernandez, BART; Mike Roberts, Hercules; Yvetteh Ortiz, El Cerrito; Denee Evans, Richmond; Rob Thompson, WestCAT; Carol Huang, San Pablo; Tamara Miller, Pinole; Denee Evans, Richmond; Lori Reese-Brown, Richmond

Richmond

GUESTS: Patrick Phelan, Richmond; Matt Kelly, CCTA; Brad Beck, CCTA; Bill Pinkham, CBPAC; Sequoia Erasmus, Richmond; Clayton Johnson, CCHS;

San Pablo

STAFF PRESENT: Leah Greenblat and Coire Reilly

ACTIONS LISTED BY: WCCTAC Staff

Contra Costa
County

AC Transit

BART

WestCAT

ITEM	ITEM/DISCUSSION	ACTION/SUMMARY
1.	Called to Order	The meeting was called to order at 9:04 a.m.
2.	Public Comment	None.
3.	Consent Calendar: a. Action Minutes and Sign-in Sheet from January 11, 2018	Moved by Miller, seconded by Cunningham and unanimously adopted.
4.	West County's Program for Arterial System Synchronization (PASS) Application	Greenblat presented on WCCTAC's application to MTC's signal timing program (PASS) for the San Pablo Avenue Corridor. TAC provided input. All information needed by April 23, 2018 to meet grant deadline of May 1, 2018
5.	Review of the Draft 2018 Countywide Bicycle and Pedestrian Plan	Beck presented the draft of the CBPP and encouraged member jurisdictions to provide feedback and projects to include by May 25, 2018.

6.	Community-Based Transportation Planning (CBTP) Program Guidelines	Kelly presented on CBTP program guidelines
7.	Draft 2017 Multi-modal Transportation Service Objectives (MTSOs) Monitoring Report	Kelly presented on the highlights of CCTA's MTSO monitoring report, which presents a snapshot of West County transportation conditions
8.	FY 2018-2019 WCCTAC Work Program	Greenblat presented the WCCTAC work program and requested written feedback from the TAC, if any
9.	West Contra Costa Express Bus Implementation Plan: RFP Release	Greenblat presented on the RFP for the Express Bus Implementation Plan. The \$639,000 grant from Caltrans is an implementation action of the West County High Capacity Transit Study
10.	May 10, 2018 Bike to Work Day Preparations	Reilly presented on the preparations for 2018's Bike to Work Day