

MEETING NOTICE AND AGENDA

DATE & TIME: June, 26, 2020 • 8:00 AM – 10:00 AM

REMOTE ACCESS:

<https://us02web.zoom.us/j/7321058840?pwd=c1dMVjJydIBoYk0yYWVlZWVlWHZ4Zz09>

MEETING ID#: 732 105 8840

PASSWORD (if requested): WCCTAC2020

Shelter-In-Place Order and Teleconference

The Contra Costa County Health Officer issued an order directing residents to **shelter in place**, due to COVID-19. The order limits activity, travel, and business functions to only those that are essential.

Remote Participation Only

As a result of the COVID-19 public health emergency, including the County Health Officer and Governor's directives for everyone to shelter in place, **there will be no physical location for the Board Meeting**. Board members will attend via teleconference and members of the public are invited to attend the meeting and **participate remotely**.

Pursuant to the Governor's Executive Order N-29-20, Board members: Chris Kelley, Roy Swearingen, Rita Xavier, Tom Butt, Ben Choi, Demnlus Johnson, Paul Fadelli, John Gioia, Chris Peeples, Maureen Powers, and Mark Foley may be attending this meeting via teleconference, as may WCCTAC Alternate Board Members. Any votes conducted during the teleconferencing session will be conducted by roll call.

The public may observe and address the WCCTAC Board in the following ways:

Remote Viewing/Listening

Webinar:

To observe the meeting by video conference, utilizing the Zoom platform, please click on this link to join the webinar at the noticed meeting time:

<https://us02web.zoom.us/j/7321058840?pwd=c1dMVjJydIBoYk0yYWVlZWVlWHZ4Zz09>

Phone:

Dial one of the following numbers, enter the participant PIN followed by # to confirm:

+1 669 900 6833

Meeting ID: 732 105 8840

Password: 066620

Public Comment via Teleconference

Members of the public may address the Board during the initial public comment portion of the meeting or during the comment period for agenda items.

Participants may use the chat function on Zoom or physically raise their hands to indicate if they wish to speak on a particular item.

Written Comment (accepted until the start of the meeting, unless otherwise noted on the meeting agenda). Public comments received by 5:00 p.m. on the evening before the Board meeting date will be provided to the WCCTAC Board and heard before Board action. Comments may be submitted by email to vjenkins@wcctac.org.

Comments may also be submitted via e-mail to vjenkins@wcctac.org at any time prior to closure of the public comment portion of the item(s) under consideration. All written comments will be included in the record.

Reading of Public Comments: WCCTAC staff will read aloud email comments received during the meeting that include the subject line "FOR THE RECORD" as well as the item number for comment, provided that the reading shall not exceed three (3) minutes, or such other time as the Board may provide.

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1. **Call to Order and Board Member Roll Call.** *(Chris Kelley – Chair)*
 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 May 22, 2020 Board Meeting.** *(Attachment; Recommended Action: Approve).*
4. **Monthly Update on WCCTAC Activities.** *(Attachment; Information Only).*
5. **Financial Reports.** The reports show the Agency's revenues and expenses for May 2020. *(Attachment; Information Only).*
6. **Payment of Invoices over \$10,000.** *None (No attachment; information only).*
7. **FY 2021 Work Program, Budget, and Dues Resolution.** At its May 2020 meeting, the WCCTAC Board approved the release to member agencies of the draft work program, budget, and dues for Fiscal Year 2021. Staff received no comments on these documents and is now bringing them back to the Board for final approval. *(Attachments; Recommended Action: Adopt Resolution 20-03).*

8. **Fiscal Year 2020-21 Measure J 19b Funds to WestCAT and AC Transit.** Measure J Program 19b, *Additional Bus Service Enhancements*, dedicates 2.2% of total annual sales tax revenues to enhance local bus service in West County. In previous years, the operators have submitted claim forms to explain how the funds available will be used in the upcoming year. Due to the hardships on transit operators from COVID-19, this year CCTA has eliminated claim forms for many return-to-source allocations. *(Attachment, Recommend Action: Approve FY 21 Measure J 19b allocations for AC Transit and WestCAT).*

REGULAR AGENDA ITEMS

9. **S.B. 743 and the Measure J Growth Management Program.** Passage of SB 743 changed the metric for evaluating transportation impacts in CEQA, replacing Level of Service (LOS) with Vehicle Miles Traveled (VMT). In order to address this change in the Measure J Growth Management Program (GMP), the GMP Task Force has convened since October 2019 to guide implementation of VMT into the GMP. Staff will provide an overview of the of the work to-date, including proposed new GMP policies and resources for local staff. *(Matt Kelly - CCTA staff; No Attachments; Recommended Action: Information only).*
10. **Ferry to Bridge to Greenway Complete Streets Plan - Update.** In 2018, the City of Richmond was awarded a Caltrans Sustainable Transportation Planning Grant to develop the Ferry to Bridge to Greenway Complete Streets Plan. This Plan has evaluated improved connections for walking and biking between the newly installed Richmond San-Rafael Bridge path, the Richmond Ferry, and the Richmond Greenway. Bruce Brubaker, a consultant with Placeworks, will provide an overview of the Plan and efforts toward implementation. *(Bruce Brubaker – Placeworks; No Attachments; Recommended Action: Information only).*
11. **Impacts of COVID-19 on Measure J Revenues and Capital Projects in West County.** Due to the declining sales tax revenue caused by COVID-19, CCTA suspended new appropriations of Measure J funds to capital projects. In addition, the Authority authorized staff to develop an Allocation Plan to help guide future Measure J appropriations to capital projects. CCTA staff have developed a framework and principles for the development of that Plan and will share this information with the WCCTAC Board. *(Hisham Noeimi – CCTA staff; No Attachments; Recommended Action: Information Only).*

STANDING ITEMS

12. **Board and Staff Comments.**
- a. Board Member Comments, Conference/Meeting Reports (AB 1234 Requirement), and Announcements
 - b. Report from CCTA Representatives *(Directors Abelson & Butt)*
 - c. Executive Director's Report

13. General Information Items.

- a. Letter to CCTA Executive Director with May 22, 2020 Summary of Board Actions
- b. Acronym List

14. Adjourn. Next regular meeting is: July 24, 2020 @ 8:00 a.m.
in the El Cerrito City Hall Council Chambers, located
at 10890 San Pablo Avenue, El Cerrito

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

**West Contra Costa Transportation Advisory Committee
Board of Directors Meeting
Meeting Minutes: May 22, 2020**

MEMBERS PRESENT: Chris Kelley, Chair (Hercules); Roy Swearingen, Vice-Chair (Pinole); Paul Fadelli (El Cerrito); Ben Choi (Richmond); Demnlus Johnson III (Richmond), Rita Xavier (San Pablo), Chris Peeples (AC Transit); Maureen Powers (WestCAT); John Gioia (Contra Costa County)

STAFF PRESENT: John Nemeth, Joanna Pallock, Valerie Jenkins, Coire Reilly, Leah Greenblat, Kris Kokotaylo (Legal Counsel)

ACTIONS LISTED BY: Valerie Jenkins

Meeting Called to Order: 8:03am

Public Comment: None.

CONSENT CALENDAR

Correction April 24, 2020 Minutes; Director Fadelli (El Cerrito) was present for meeting.

Motion by ***Vice-Chair Swearingen***, seconded by ***Director Peeples*** to approve Consent Calendar; motion passed.

Yes- C. Kelley, R. Swearingen, R. Xavier, P. Fadelli, B. Choi, C. Peeples, J. Gioia, D. Johnson III, T. Butt

No- None

Abstentions- None

Motion passed unanimously

Item #3. *Approved* Minutes of April 24, 2020 Board Meeting

Item #4. *Received* Monthly Update on WCCTAC Activities.

Item #5. *Received* Financial Reports for April 2020.

Item #6. *Received* information *regarding* Payment of Invoices over \$10,000 to \$11,243.75 to BlinkTag Inc. for website development

Item #7. *Approved* FY 20-21 Annual STMP Fee Adjustment. The fee adjustment for FY 20-21 is 5.6%.

REGULAR AGENDA ITEMS

ITEM/DISCUSSION	ACTION
<p>Item #8: Draft Fiscal Year 2021 Work Program, Budget, and Dues.</p>	<p>John Nemeth (WCCTAC staff) presented the draft work program, budget and proposed dues for Fiscal Year 2021.</p> <p>Motion by Director Peeples; seconded by Director Xavier; authorizing the WCCTAC Executive Director to circulate the Draft Fiscal Year 2021 Work Program, Budget, and Dues to the member agencies for review.</p> <p>Yes- C. Kelley, R. Swearingen, R. Xavier, P. Fadelli, B. Choi, C. Peeples, J. Gioia, D. Johnson III, T. Butt No- None Abstentions- None Motion passed unanimously</p>
<p>Item #9: WCCTAC Senior and Disabled Travel Training - Year One and Moving Forward.</p>	<p>Information Only</p> <p>Joanna Pallock (WCCTAC staff) provided a review of the first full year of the Travel Training program. She also reviewed how the program will adapt to the COVID-19 pandemic, which will include at least a few months of program suspension.</p>
<p>Item #10: Service Options for the Re-Opened Richmond Ferry</p>	<p>Kevin Connelly (WETA staff) provided information about the proposed reopening of the Richmond Ferry in July 2020, and the proposed phasing in of increased service levels.</p> <p>Motion by Director Gioia; seconded by Director Xavier to have WETA re-start the Ferry service as quickly as possible.</p> <p>Yes- C. Kelley, R. Swearingen, R. Xavier, P. Fadelli, B. Choi, J. Gioia, D. Johnson III, T. Butt No-None Abstentions-C. Peeples Motion passed unanimously</p>

Meeting Adjourned: 9:52am

TO: WCCTAC Board

DATE: June 26, 2020

FR: John Nemeth, Executive Director

RE: Monthly Update on WCCTAC Activities

Accessible Transportation Survey (ATS) Survey Going Out to Residents

The Contra Costa Transportation Authority (CCTA), in coordination with Contra Costa County, is conducting a survey to find out how to improve transportation services for seniors, people with disabilities, and eligible veterans. The results from the survey will help to inform the Accessible Transportation Plan that is currently under development. WCCTAC has been using it's resources to spread the word about the survey and to ensure that it's widely promoted within West County. Those interested in participating can complete the survey at the following link:

https://www.surveymonkey.com/r/CCTA_Survey2

Participants will be entered in a drawing for a \$25 gift card!

If you have any questions, you can call [\(857\) 305-8004](tel:8573058004) or email info@atspcontracosta.com.



Richmond Ferry Service Returns



At its May 22nd meeting, the WCCTAC Board directed staff to send a letter to WETA requesting that the Richmond Ferry be opened as soon as possible. Service resumed on Monday, June 15th. So far ridership has been very light with trips averaging less than a dozen passengers. WETA has also adopted a six-point Passenger and Crew Safety Plan, relating to COVID 19. It includes: enhanced cleaning for all ferries and terminals using coronavirus-killing products, required social distancing and maximum capacity restrictions, mask or face covering requirements for

passengers and crew, bathrooms stocked with hand sanitizer, temperature checks for crew before starting work, and personal protective equipment for the crew.

New Guaranteed Ride Home Website

511 Contra Costa is launching a new, rebuilt website for the Guaranteed Ride Home (GRH) program this July. Staff has been working on tweaking the new site and working out the bugs.

The site can be viewed here: www.511cc.org/GRH

This new site will be able to seamlessly integrate the employee and college GRH programs and allow users to sign up for both much more easily. The new site will also improve user accounts, which means that in the future, the public may be able to have accounts on the 511 Contra Costa website to track their incentives.



Request for Review of Measure J Ballot Measure Outcome

At its May 22nd meeting, the WCCTAC Board directed staff to request a presentation from CCTA about the March 2020 ballot measure for a new Measure J. It was suggested that such a presentation could include an analysis of voting patterns by subregion, explanations for the ballot measure's performance, lessons learned, and considerations for any future ballot measures. Staff reached out to the Authority staff to make this request. The issue has been discussed at a staff level at CCTA, although there are currently no commitments from the Authority.

511 Contra Costa Work at Home Survey

As businesses begin the process of reopening and commute traffic starts to pick back up, WCCTAC's TDM Program, 511 Contra Costa, is encouraging people who *can* work from home (WFH) to continue to do so. 511 Contra Costa has designed a survey to gauge recent WFH experiences and feelings about returning to worksites.

Several national and global surveys have recently been conducted on this topic; this survey will provide a local perspective, let us know how Contra Costa compares, and help shape 511 Contra Costa's Work From Home program offerings moving forward.

Please take this survey and forward to your networks: <https://forms.gle/33CjLFsfPAjdqKup9>

More information on the 511 Contra Costa Work From Home program can be found here: <https://511contracosta.org/employers/work-from-home-programs/>

General Ledger Monthly Budget Report

User: kellys
 Printed: 6/11/2020 7:07:44 PM
 Period 01 - 11
 Fiscal Year 2020



Account Number	Description	Adopted	Budget Adjustments	Adjusted	YTD Actual	Variance Encumbered	Available	% Avail
7700	WCCTAC Operations							
770-7700-41000	Salary	507,448.00	0.00	507,448.00	342,390.22	165,057.78	165,057.78	32.53
770-7700-41200	PERS Retirement	0.00	0.00	0.00	69,573.66	-69,573.66	-69,573.66	0.00
770-7700-41310	Medical Insurance	0.00	0.00	0.00	58,100.34	-58,100.34	-58,100.34	0.00
770-7700-41311	Retiree Healthcare	0.00	0.00	0.00	1,742.04	-1,742.04	-1,742.04	0.00
770-7700-41400	Dental	0.00	0.00	0.00	3,973.21	-3,973.21	-3,973.21	0.00
770-7700-41500	Flexible Spending Account	0.00	0.00	0.00	3,760.00	-3,760.00	-3,760.00	0.00
770-7700-41800	LTD Insurance	0.00	0.00	0.00	2,794.10	-2,794.10	-2,794.10	0.00
770-7700-41900	Medicare	0.00	0.00	0.00	4,953.16	-4,953.16	-4,953.16	0.00
770-7700-41901	Other Insurances	0.00	0.00	0.00	6,896.49	-6,896.49	-6,896.49	0.00
770-7700-41902	FICA	0.00	0.00	0.00	161.82	-161.82	-161.82	0.00
770-7700-41904	Life Insurance	0.00	0.00	0.00	813.34	-813.34	-813.34	0.00
770-7700-41911	Liability Insurance	4,050.00	0.00	4,050.00	0.00	4,050.00	4,050.00	100.00
770-7700-41912	Unemployment Insurance	0.00	0.00	0.00	1,155.00	-1,155.00	-1,155.00	0.00
	Salary and Benefits	511,498.00	0.00	511,498.00	496,313.38	15,184.62	15,184.62	2.97
770-7700-43500	Office Supplies	4,000.00	0.00	4,000.00	7,220.73	-3,220.73	-3,220.73	-80.52
770-7700-43501	Postage	1,800.00	0.00	1,800.00	1,451.05	348.95	348.95	19.39
770-7700-43520	Copies/Printing/Shipping/Xerox	4,050.00	0.00	4,050.00	2,707.96	1,342.04	1,342.04	33.14
770-7700-43600	Professional Services	0.00	54,325.00	54,325.00	49,900.88	4,424.12	4,424.12	8.14
770-7700-43900	Rent/Building	23,900.00	0.00	23,900.00	17,686.89	6,213.11	6,213.11	26.00
770-7700-44000	Special Department Expenses	10,000.00	0.00	10,000.00	3,807.69	6,192.31	6,192.31	61.92
770-7700-44320	Travel/Training Staff	5,000.00	0.00	5,000.00	3,565.80	1,434.20	1,434.20	28.68
	Service and Supplies	48,750.00	54,325.00	103,075.00	86,341.00	16,734.00	16,734.00	16.23
7700	Expense	560,248.00	54,325.00	614,573.00	582,654.38	31,918.62	31,918.62	5.19
7700	WCCTAC Operations	560,248.00	54,325.00	614,573.00	582,654.38	31,918.62	31,918.62	5.19
7720	WCCTAC TDM							
772-7720-41000	Salary	310,450.00	0.00	310,450.00	181,642.98	128,807.02	128,807.02	41.49
772-7720-41200	PERS Retirement	0.00	0.00	0.00	51,150.32	-51,150.32	-51,150.32	0.00
772-7720-41310	Medical Insurance	0.00	0.00	0.00	36,373.72	-36,373.72	-36,373.72	0.00
772-7720-41400	Dental Insurance	0.00	0.00	0.00	2,603.59	-2,603.59	-2,603.59	0.00
772-7720-41800	LTD Insurance	0.00	0.00	0.00	1,258.64	-1,258.64	-1,258.64	0.00
772-7720-41900	Medicare	0.00	0.00	0.00	2,612.92	-2,612.92	-2,612.92	0.00

Account Number	Description	Adopted	Budget Adjustments	Adjusted	YTD Actual	Variance Encumbered	Available	% Avail
772-7720-41901	Other Insurances	0.00	0.00	0.00	2,930.57	-2,930.57	-2,930.57	0.00
772-7720-41904	Life Insurance	0.00	0.00	0.00	329.80	-329.80	-329.80	0.00
772-7720-41911	Liability Insurance	4,050.00	0.00	4,050.00	3,965.92	84.08	84.08	2.08
	Salary and Benefits	314,500.00	0.00	314,500.00	282,868.46	31,631.54	31,631.54	10.06
772-7720-43300	MembershipsSubscriptions	0.00	0.00	0.00	762.50	-762.50	-762.50	0.00
772-7720-43500	Office Supplies	1,000.00	0.00	1,000.00	13,248.62	-12,248.62	-12,248.62	-1,224.86
772-7720-43501	TDM Postage	0.00	0.00	0.00	640.61	-640.61	-640.61	0.00
772-7720-43502	TDM Postage	1,500.00	0.00	1,500.00	0.00	1,500.00	1,500.00	100.00
772-7720-43520	CopiesPrintingShippingXerox	22,500.00	0.00	22,500.00	14,352.06	14,352.06	14,352.06	63.79
772-7720-43600	Professional Services	40,000.00	28,000.00	68,000.00	89,730.73	-21,730.73	-21,730.73	-31.96
772-7720-43900	RentBuilding	23,900.00	0.00	23,900.00	17,686.82	6,213.18	6,213.18	26.00
772-7720-44000	Special Department Expenses	125,647.00	0.00	125,647.00	159,337.02	-33,690.02	-33,690.02	-26.81
772-7720-44320	TravelTraining Staff	2,200.00	0.00	2,200.00	1,996.68	203.32	203.32	9.24
	Service and Supplies	216,747.00	28,000.00	244,747.00	291,550.92	-46,803.92	-46,803.92	-19.12
	Expense	531,247.00	28,000.00	559,247.00	574,419.38	-15,172.38	-15,172.38	-2.71
7720	WCCTAC TDM	531,247.00	28,000.00	559,247.00	574,419.38	-15,172.38	-15,172.38	-2.71
7730	STMP							
773-7730-41000	Salary	50,000.00	0.00	50,000.00	0.00	50,000.00	50,000.00	100.00
	Salary and Benefits	50,000.00	0.00	50,000.00	0.00	50,000.00	50,000.00	100.00
773-7730-44000	Special Department Expense	700,000.00	2,420,000.00	3,120,000.00	780,632.50	2,339,367.50	2,339,367.50	74.98
	Service and Supplies	700,000.00	2,420,000.00	3,120,000.00	780,632.50	2,339,367.50	2,339,367.50	74.98
7730	Expense	750,000.00	2,420,000.00	3,170,000.00	780,632.50	2,389,367.50	2,389,367.50	75.37
	STMP	750,000.00	2,420,000.00	3,170,000.00	780,632.50	2,389,367.50	2,389,367.50	75.37
7740	WCCTAC Special Projects							
774-7740-43500	Office Supplies	0.00	0.00	0.00	1,278.89	-1,278.89	-1,278.89	0.00
774-7740-43600	Professional Services	0.00	0.00	0.00	349,315.64	-349,315.64	-349,315.64	0.00
774-7740-44000	Special Department Expense	535,173.00	132,803.00	667,976.00	1,657.93	666,318.07	666,318.07	99.75
774-7740-44320	TravelTraining Staff	0.00	0.00	0.00	1,604.26	-1,604.26	-1,604.26	0.00
	Service and Supplies	535,173.00	132,803.00	667,976.00	353,856.72	314,119.28	314,119.28	47.03
	Expense	535,173.00	132,803.00	667,976.00	353,856.72	314,119.28	314,119.28	47.03
7740	WCCTAC Special Projects	535,173.00	132,803.00	667,976.00	353,856.72	314,119.28	314,119.28	47.03
Expense Total		2,376,668.00	0.00	5,011,796.00	2,291,562.98	2,720,233.02	2,720,233.02	0.5428

TO: WCCTAC Board

MEETING DATE: June 26, 2020

FR: Joanna Pallock, Program Manager

RE: Fiscal Year 2020-21 Measure J 19b Funds to WestCAT and AC Transit

REQUESTED ACTION

Approve Fiscal Year 2020-21 Measure J Program 19b funds for WestCAT and AC Transit.

BACKGROUND AND DISCUSSION

Measure J Program 19b, *Additional Bus Service Enhancements*, dedicates 2.2% of total annual sales tax revenues to enhance local bus service in West County. The WCCTAC Board has a policy to apportion 80% of available funding to AC Transit and 20% to WestCAT. In previous years, the operators have submitted claim forms annually to clarify how the funds available will be used in the upcoming year. Due to the current financial hardships being experienced by all transit operators in the country due to COVID-19 impacts, CCTA and WCCTAC have agreed that funds can be used to maintain service, and no claim forms are being required.

Based on the split, the amount of Program 19b funds available in FY 21 for AC Transit is \$1,442,468. These funds will be used for maintaining existing service. WestCAT would receive \$327,834 in Program 19b for FY 21. This too will be dedicated to existing service.

Staff affirms that the conditions have been met by both operators for use of the funds to maintain existing services or expand services. Staff recommends Board approval of the allocation these funds.

Attachments:

A. CCTA Program 19b chart for FY 2020-21

FY 2020-21 PROGRAM 19b

West County Additional Bus Service

Sales Tax Revenue Estimate	\$76,500,000
	Measure J %
Original Program Revenue Estimate	2.20%
Revised Program Revenue Estimate	2.16%
Available for Allocation (Programmed by WCCTAC)	\$1,652,400

Note: The revised program revenue percentage is based on WestCAT's "capitalization" of a portion of program funds in the 2009 Strategic plan. AC Transit's allocation is held harmless from this "capitalization" so its allocation is based on the original program percentage of 2.2%

FY 2020-21		\$	1,652,400	\$	1,487,160	Allocation Adjustment from FY 2018-19	TOTAL ALLOCATION
Agency	Coop #	Percent of Program	100% Amount	90% Amount			
AC Transit	60.00.02	calc 1 below	\$ 1,346,400	\$ 1,211,760	\$ 96,068	\$ 1,442,468	
WestCAT	60.00.04	calc 2 below	\$ 306,000	\$ 275,400	\$ 21,834	\$ 327,834	
Total Allocation			\$ 1,652,400	\$ 1,487,160	\$ 117,902	\$ 1,770,302	

Note:

Calc 1: AC Transit receives 80% of original program revenue (2.20%).

Calc 2: WestCAT receives the remainder based on revised program revenue (2.16%)

TO: WCCTAC Board

DATE: June 26, 2020

FR: John Nemeth, Executive Director

RE: Fiscal Year 2020-2021 Work Program, Budget, and Dues

REQUESTED ACTION

Approve Resolution 20-03: FY 2020-2021 Work Program, Budget, and Member Agency Dues.

DISCUSSION

On May 22, 2020, the WCCTAC Board approved the subject documents for circulation and review by member agencies. Staff did not receive any comments and the documents remain unchanged from the drafts.

Attachments:

A: Resolution 20-03

B: FY 2021 Work Program

C: FY 2021 Budget

D: FY 2021 Member Agency Dues Schedule

WEST CONTRA COSTA TRANSPORTATION ADVISORY COMMITTEE

RESOLUTION 19-03

ADOPTION OF FISCAL YEAR 2020-2021 WORK PROGRAM, BUDGET, AND MEMBER DUES

WHEREAS, the West Contra Costa Transportation Advisory Committee (“WCCTAC”) is a joint exercise of powers authority formed pursuant to Government Code Section 6500, et. seq. by and between the City of El Cerrito, the City of Hercules, the City of Pinole, the City of Richmond, the City of San Pablo, Contra Costa County, Alameda-Contra Costa Transit District (“AC Transit”), San Francisco Bay Area Rapid Transit (“BART”), and West Contra Costa Transit Authority (“WestCAT”); and

WHEREAS, the WCCTAC Joint Exercise of Powers Agreement (“Agreement”) authorizes WCCTAC to: annually adopt a work program along with a budget setting forth all operational expenses, together with an apportionment of expenses allocated to each member agency; make and enter into contracts; apply for and accept grants; develop and administer the Transportation Demand Management (“TDM”) Program; and act as fiscal agent for the Subregional Transportation Mitigation Fee Program (“STMP”); and

WHEREAS, the Fiscal Year 2020-2021 proposed work program, budget, and member agency dues were circulated for review by the member agencies, and all comments received were duly noted and addressed.

NOW THEREFORE, BE IT HEREBY RESOLVED, that the Board of Directors of WCCTAC adopts the Fiscal Year 2020-2021 work program, budget, and member agency dues, and as shown in the attachments to this Resolution, which are incorporated herein by reference.

The foregoing Resolution was adopted by the WCCTAC Board at a regular meeting on June 26, 2020 by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

By: _____
Chris Kelley, Chair

Attest:

John Nemeth, Executive Director

Approved as to Form: _____
Kristopher J. Kokotaylo, General Counsel

**WCCTAC FISCAL YEAR
2021 DRAFT FINAL WORK
PROGRAM**

WCCTAC's activities may be grouped into the following five major areas: Planning and Programming (General Operations), Transportation Demand Management (TDM), Sub-regional Transportation Mitigation Fee Program (STMP), Special Projects, and Office Administration.

Planning and Programming (General Operations)

This program area relates to WCCTAC's function as the Regional Transportation Planning Committee (RTPC) for West Contra Costa County under Measure J. It also includes transportation planning efforts resulting from the agency's Joint Powers Agency function. Activities in this program area are mainly funded with annual member agency contributions and, to a small extent, Measure J dollars and grants.

MEASURE J PROGRAMMING

1. Program and administer West County's Measure J projects and programs, including:
 - a. Low Income Student Bus Pass Program (Measure J 21b)
 - b. Additional Bus Transit Enhancements (Measure J 19b)
 - c. Transportation for Seniors and People with Disabilities (Measure J 15b, 20b)
 - d. Sub-regional needs (Measure J 28b)

SUB-REGIONAL PLANNING AND FUNDING

2. Work with CCTA and WCCTAC member agencies on issues related to the COVID-19 pandemic, reduced demand for services, and changes to projected revenues from Measure J and other sources.
3. Monitor the activities and recommendations of the regional Blue Ribbon Task Force, charged with developing a second allocation of CARES Act funds and assisting with transit recovery.
4. Participate in regional, countywide, sub-regional, and local efforts related to the planning, funding, and delivery of priority capital projects in West County.
5. Undertake next steps and seek funding for advancing the recommendations in the recently adopted West Contra Costa County Express Bus Implementation Plan. This work will include working on potential capital improvements as part of MTC's managed lane investments in Plan Bay Area 2050.
6. Work with CCTA on: the Congestion Management Plan's Capital Improvement Program (Spring 2021), the Growth Management Program Task Force on the shift from LOS to VMT in the Authority's Technical Procedures, Multi-modal Transportation Services Objectives in preparation for West County Action Plan Update (late FY 20/21), data needs assessment, and possible Priority Development Area (PDA) assessment.

7. Monitor Action Plan compliance by reviewing proposed projects that meet review thresholds, General Plans or Amendments. Work to advance goals, objectives and actions contained in the West County Action Plan.

I-80 CORRIDOR

8. Participate in follow-up, evaluation, troubleshooting, and TAC meetings related to the Integrated Corridor Mobility (ICM) project.
9. Work with agency partners on studies or other efforts to address I-80 HOV issues lane issues. These include bus-on-shoulder concepts, automated enforcement, and lane performance. The vehicle for this work may be a Design Alternatives Assessment for the I-80 corridor, led by MTC.
10. Work with MTC on capital improvements that may benefit West County's express bus concepts as part of MTC's managed lane investments in Plan Bay Area 2050.
11. Work with Hercules, CCTA, and CCJPA on securing funding for the Regional Intermodal Transportation Center (RITC) in Hercules.
12. Provide updates to the WCCTAC Board on I-80 issues.

OTHER SUB-REGIONAL ACTIVITIES

13. Begin work on Phase 2 of the San Pablo Avenue Multimodal Corridor Study with CCTA, ACTC and local jurisdictions.
14. Continue advancement of recommendations from the West County High Capacity Transit Study.
15. Based on the 2015 Cooperative Agreement, participate with WETA, CCTA and Richmond on annual review of the Richmond ferry's ridership, marketing, fare policy, access issues, and capital needs.

GRANTS

16. Monitor grant opportunities, inform members about these opportunities, assist with grant applications, and facilitate prioritization of West County candidate projects for grants. Some examples of grant opportunities in the upcoming fiscal year include Active Transportation Program (ATP) grants for pedestrian and bicycle improvements, as well as federal 5310 grants for senior and disabled transportation.

FORMAL BODIES

17. Manage or participate in meetings of the: WCCTAC Board, WCCTAC TAC, I-80 Smart Corridor TAC, CCTA Board, CCTA Countywide Bicycle and Pedestrian Advisory Committee (CBPAC), CCTA Administration and Projects Committee (APC), CCTA

Paratransit Coordinating Committee (PCC), CCTA Technical Coordinating Committee (TCC), CCTA Growth Management Task Force, and the Caltrans District 4 Pedestrian Advisory Committee.

Transportation Demand Management (TDM)

This program promotes transportation alternatives to the single occupant vehicle by encouraging walking, bicycling, transit, carpooling, and vanpooling, and is coordinated with the larger countywide 511 Contra Costa Program. It is funded on a reimbursement basis by Measure J and grants from the Air District. In the upcoming fiscal year, the TDM program will:

1. Manage the Commute Incentives Program, which includes: employer outreach and programs, tabling at community events, transit incentives, funding for bike racks and lockers, funding for EV charging stations, the “Pass 2 Class” student transit ticket program.
2. Explore a continuing partnership with smartphone app-based trip planner, Metropia/GoEZY
3. Manage the Countywide Guaranteed Ride Home and Try Transit Programs.
4. Co-lead Bike to Work Day 2020 (postponed to September) and Bike to Work Day 2021 with other regional partners
5. Support Local Agency Climate Action plans and efforts that aim to improve access to bicycling, pedestrian facilities, transit, and emerging mobility technology such as a shared bicycles and cars, electric bicycles, scooters, and autonomous vehicles.
6. Work with community groups and employers to explore the feasibility of providing bicycle repair education classes and bicycle safety awareness to increase bicycling as a viable mode of transportation.
7. Develop and implement (pending approval from Air District) a strategy to encourage telework/work from home policies and flexible work hour policies with Contra Costa employers.
8. Develop a strategy to coordinate micromobility (scooters, bike rental) planning and implementations around the West County Region, in close partnership with the cities, county, and CCTA.
9. Implement relevant recommendations of the Countywide TDM Strategic Plan.

Sub-regional Transportation Mitigation Fee Program (STMP)

WCCTAC acts as the trustee for the development impact fees collected by the West County cities and the unincorporated areas of the County. An updated program went into effect on

July 1, 2019. Under the updated program, STMP funds are to be used for twenty pre-identified, regionally-benefitting capital projects. In the upcoming fiscal year, WCCTAC will:

1. Collect, administer, and track funds and reporting forms.
2. Provide quarterly monitoring reports on revenue collected and status of local reporting.
3. Potentially issue calls for projects based on the fund balance and Board direction, and disburse funds to eligible, Board-approved projects.
4. Issue the Annual Report for FY19-20
5. Oversee contractual agreements with fund recipients.
6. Respond to inquiries from local agencies.
7. Monitor the impacts on STMP revenue from potential economic impacts associated with the Corona Virus and on-going changes in state housing policies.
8. Facilitate implementation of the program's annual fee adjustment.

Special Projects

As a Joint Powers Agency, WCCTAC may apply for and receive various grants that advance the transportation goals of West Contra Costa. WCCTAC can also serve as a lead for certain studies or projects using other agency contributions.

In the upcoming fiscal year, WCCTAC will continue its travel training program, funded by Measure J 28b. Due to the COVID-19 pandemic, however, the program will be modified. It may involve reduced hours in the near term and will focus on education and outreach, rather than group excursions.

Office Administration

In the upcoming fiscal year, staff will:

1. Develop a formal Purchasing Policy as recommended by Maze and Associates in its FY19 audit.
2. Maintain, update, and expand content on the WCCTAC website.
3. Continue to refine tools and practices for remote office work, should remote working be required in FY 2021.
4. Develop and advertise an RFP for routine procurement of auditing services.

**DETAIL: WCCTAC Operations
FY 2020-21 DRAFT Final Budget**

Activity	Actual FY 2018-2019	Original FY 2019-2020	Estimated 2019-2020	Proposed 2020-2021	Notes
REVENUES					
34111 Member Contributions	502,979	523,670	523,670	523,670	(a)
36102 Interest - LAIF	3,982	-	650	-	
39906 Other - Measure J (20b & 21b)	30,578	30,706	29,706	29,706	(b)
Other - Measure J 28b	12,086	45,400	38,905	40,150	(c)
SB1 Grant - staff time	-	15,000	20,000	-	(d)
TOTAL REVENUES	549,625	614,776	612,931	593,526	
EXPENSES					
Salary, Benefits & Insurance					
41000s Salary & Benefits	445,902	507,448	508,837	518,071	(e)
41911 Liability Insurance	3,358	4,050	3,966	5,156	
Total Salaries, Benefits & Insurance	449,260	511,498	512,803	523,227	
Professional Services					
43600 Professional Services					
Financial - City of San Pablo	17,443	18,025	17,956	18,525	
IT / VOIP phone	6,121	6,000	9,031	8,500	
Audit	15,710	12,500	10,800	12,500	
Attorney Services	13,836	13,800	9,936	12,500	
Accounting Services	4,998	4,000	3,981	4,800	
Other	3,287	-	2,390	3,000	
Total Professional Services	61,395	54,325	54,094	59,825	
Special Department Expenses					
44000 Special Dept. Expense					
Contingency	1,127	10,000	5,807	10,000	(f)
Total Special Department Expenses	1,127	10,000	5,807	10,000	
Training & Mileage					
44320 Training/Mileage	3,766	5,000	3,241	3,000	(g)
Total Training/Mileage	3,766	5,000	3,241	3,000	
Office Expenses & Supplies					
43500 Office Supplies	4,510	4,000	5,652	5,500	
43501 Postage	1,695	1,800	1,712	1,800	
43520 Printing, Copier Lease	3,996	4,050	3,803	4,000	
43900 Rent/Building	20,446	23,900	21,850	22,500	
Total Office Expense & Supplies	30,647	33,750	33,017	33,800	
TOTAL EXPENSES	546,194	614,573	608,962	629,852	
REVENUES - EXPENSES	3,431	203	3,969	(36,326)	

Beginning Fund Balance \$189,492
Ending Fund Balance \$153,166

Reserve - Undesignated \$120,000
Reserve - Accumulated Vacation \$20,000
Available Balance above Reserve \$13,166

Notes:

- (a) FY 21 dues are proposed to be flat
- (b) A portion of Measure J program funds can be used to cover administrative expenses.
- (c) Funds programmed by the Board for Travel Training work.
- (d) A portion of state grant funds (Express Bus Implementation Plan) were used to cover staff time.
- (e) Higher expenses are due to reduced Measure J funding for TDM and need for the Ops budget to absorb the impact.
- (f) Contingency per Board Reserve Policy.
- (g) COVID-19 expected to reduce conference activity and mileage reimbursement for meetings

DETAIL: TDM
FY 2020-21 DRAFT Final Budget

Activity	Actual 2018-2019	Original 2019-2020	Estimated 2019-2020	Proposed 2020-2021	Note
REVENUES					
33403 Grants	532,562	559,247	605,413	551,317	
36102 Interest - LAIF	-	-	-	-	
TOTAL REVENUES	532,562	559,247	605,413	551,317	
EXPENSES					
Salary, Benefits & Insurance					
41000s Salary & Benefits	313,151	310,450	310,450	301,869	
41911 Liability Insurance	3,358	4,050	3,966	5,156	
Total Salaries, Benefits, and Insurance	316,509	314,500	314,416	307,025	
Professional Services					
43600 Professional Services					
<i>Financial and IT Services</i>	22,819	21,000	23,514	24,000	
<i>Audit</i>	-	-	-	-	
<i>Attorney Services</i>	406	1,000	330	1,000	
<i>Accounting Services</i>	4,541	6,000	4,360	6,000	
<i>Program-related services</i>	36,526	40,000	56,939	37,000	
<i>Other</i>	-	-	-	-	
Total Professional Services	64,292	68,000	85,143	68,000	
TDM Program Work					
44000 Program Expenses					
<i>Commute Incentives / Marketing</i>	83,621	125,647	157,294	120,077	
Total TDM Program Work	83,621	125,647	157,294	120,077	
Travel & Training					
44320 Travel/Training/Mileage	1,854	2,200	3,300	1,155	
43300 Memberships/Subscriptions				1,610	
Total Travel/Training	1,854	2,200	3,300	2,765	
Office Expenses & Supplies					
43500 Office Supplies	922	1,000	13,279	19,000	(a)
43502 TDM Postage	418	1,500	610	950	
43520 Printing, Copier Lease	11,138	22,500	9,637	11,000	(a)
43900 Rent / Building	19,299	23,900	21,650	22,500	
Total Office Exp & Supplies	31,777	48,900	45,176	53,450	
TOTAL EXPENSES	498,053	559,247	605,329	551,317	
REVENUES - EXPENSES	34,509	-	84	-	(b)

Beginning Fund Balance 0

Ending Fund Balance 0

(a) Items that were previously budgeted in Printing, Copier lease were coded as Office supplies

(b) TFCA funds carried over from the previous year allowed for expenditures to exceed FY19-20 budget

DETAIL: STMP
FY 2020-21 DRAFT Final Budget

Activity	Actual FY 2018-2019	Original FY 2019-2020	Estimated 2019-2020	Proposed FY2020-21	Note
REVENUES					
34310 County STMP Fees	91,412	250,000	52,000	-	
34315 El Cerrito STMP Fees	2,595	1,485,827	208,302	-	
34320 Hercules STMP Fees	519,268	350,000	772,328	2,100,000	
34325 Pinole STMP Fees	5,190	60,000	32,810	-	
34330 Richmond STMP Fees	466,395	1,265,052	186,802	537,000	
34335 San Pablo STMP Fees	61,907	75,000	46,000	230,000	
36102 Interest - LAIF	65,498	-	66,665	50,000	
TOTAL REVENUES	1,212,265	3,485,879	1,364,907	2,917,000	(a)
EXPENSES					
Salary & Benefits					
41000s Salary & Benefits (STMP Admin)	36,289	50,000	50,000	55,000	(b)
Total Salaries and Benefits	36,289	50,000	50,000	55,000	
Funding of STMP Projects					
43600 Prof. Services					
<i>Nexus Study and Strategic Plan</i>	101,416	-	-	-	
<i>Legal Services</i>	8,622	-	-	-	
<i>Other</i>	-	-	-	-	
Total Prof. Services	110,038	-	-	-	
44000 Project Funding					
<i>BART - Del Norte Modernization</i>	978,045	500,000	500,000	21,955	
<i>Hercules - Path to Transit</i>	-	-	-	-	
<i>Hercules - Ph.3 Design</i>	-	750,000	-	750,000	
<i>El Cerrito - Ohlone Greenway</i>	300,000	-	-	-	
<i>I-80 San Pablo Dam Road Interchange</i>	436,000	-	-	-	
<i>San Pablo Dam Rd. Sidewalk</i>	-	270,000	270,000	-	
<i>San Pablo Ave. Bridge Replacement</i>	-	800,000	-	1,600,000	
<i>Bay Trail Gap at Tennent Ave.</i>	-	100,000	-	100,000	
<i>I-80/Central Ave. Ph.2</i>	-	700,000	-	700,000	
<i>Other Miscellaneous Projects</i>	-	-	-	-	
Total Project Funding	1,714,045	3,120,000	770,000	3,171,955	
TOTAL EXPENSES	1,860,372	3,170,000	820,000	3,226,955	
REVENUES - EXPENSES	(648,108)	315,879	544,907	(309,955)	
		Beginning Fund Balance		3,724,552	
		Ending Fund Balance		3,414,597	(c)

Notes:

- (a) STMP receipts are forecasted based on local jurisdictions' estimates.
- (b) The 4% admin. fee is estimated to generate \$52K in FY 19-20, but only \$50K will be used for admin. expenses.
- (b) Funds for STMP administration are contingent on receipt of revenue
- (c) The forecasted large STMP balance is contingent upon receipt of revenue forecasted by local jurisdictions.

**DETAIL: Other Reimbursable
FY 2020-21 DRAFT Final Budget**

Activity	Actual FY 2018-19	Original FY 2019-20	Estimated FY 2019-2020	Proposed FY 2020-21	Note
REVENUES					
33403 Grants					
36102 Interest - LAIF					
39906 Other Grants					
<i>Student Bus Pass Admin, WCCUSD</i>	52,822	72,803	58,124	50,000	
<i>Student Bus Pass Program - J Swett</i>	60,000	60,000	60,000	60,000	
<i>Express Bus Implementation Plan: Caltrans funds</i>	161,626	462,830	413,169	-	(a)
<i>Express Bus Implementation Plan: CCTA Cash Match</i>	-	46,827	46,827	-	
<i>San Pablo Ave. Corridor Study</i>	-	50,000	50,000	150,000	(b) (c)
TOTAL REVENUES	274,448	692,460	628,120	260,000	
EXPENSES					
Special Project Expenses					
43600 Professional Services	-	-	-	-	
Total Professional Services	-	-	-	-	
44000 Projects					
<i>Student Bus Pass Admin, WCCUSD</i>	58,124	72,803	58,124	50,000	
<i>Student Bus Pass Program - J Swett</i>	60,000	60,000	60,000	60,000	
<i>Express Bus Implementation Plan</i>	161,626	535,173	374,971	-	
<i>Express Bus Implementation Plan: Reimbursement for Staff Time</i>			38,198		
<i>Express Bus Implementation Plan: CCTA Cash Match</i>	-	46,827	46,827		
<i>San Pablo Ave. Corridor Study</i>	-	50,000	50,000	150,000	(b) (c)
Total Special Project Expenses	279,750	764,803	628,120	260,000	
TOTAL EXPENSES	279,750	764,803	628,120	260,000	
REVENUES - EXPENSES	(5,302)	(72,343)	0	-	
		Beginning Fund Balance		-	
			Ending Fund Balance		0

Notes:

- (a) The Plan was completed for less than the original estimate.
- (b) Funds from Measure J 28b, budgeted in FY19, will be paid directly to ACTC by CCTA.
- (c) Phase 2 of the San Pablo Ave. Corridor Study may occur over the course of two fiscal years.

**SUMMARY OF ALL ACCOUNTS
FY 2020-2021 DRAFT Final Budget**

Activity	Actual FY 2018-19	Original FY 2019-20	Estimated FY 2019-20	Proposed FY 2020-21	Note
REVENUES					
33403 Grants (TDM)	532,562	559,247	605,413	551,317	
34111 Member Contributions	502,979	523,670	523,670	523,670	
343xx STMP Fees	1,212,265	3,485,879	1,364,907	2,917,000	
36102 Interest	69,480	-	67,315	50,000	
39906 Other Grants	274,448	625,633	648,120	260,000	
Measure J 20b, 21b, 28b	42,664	76,106	68,111	69,856	
TOTAL REVENUES	2,634,398	5,270,535	3,277,536	4,371,843	
EXPENSES					
Salary, Benefits & Insurance					
41000s Salary & Benefits	795,342	867,898	869,287	874,940	
41911 Liability Insurance	6,716	8,100	7,932	10,312	
Total Salaries, Benefits & Insurance	802,058	875,998	877,219	885,252	
Professional Services					
43600 Professional Services					
<i>Financial and IT Services</i>	40,262	39,025	41,470	42,525	
<i>Audit</i>	15,710	12,500	10,800	12,500	
<i>Attorney Services</i>	14,242	14,800	10,266	13,500	
<i>Accounting Services</i>	9,539	10,000	8,341	10,800	
<i>Nexus Study (STMP)</i>	110,038	-	-	-	
<i>Program Related Services (TDM)</i>	36,526	40,000	56,939	37,000	
<i>Other</i>	3,287	-	2,390	3,000	
Total Professional Services	98,691	226,358	246,871	122,325	
Special Expenses (Project / Program Funding)					
44000 Special Dept. Expense					
<i>Incentives / Marketing (TDM)</i>	83,621	125,647	157,294	120,077	
<i>Misc. STMP Project Funding</i>	1,714,045	3,120,000	770,000	3,171,955	
<i>Student Bus Pass Program - WCCUSD</i>	58,124	72,803	58,124	50,000	
<i>Student Bus Pass Program - J Swett</i>	60,000	60,000	60,000	60,000	
<i>Express Bus Implementation Plan</i>	161,626	582,000	459,996	-	
<i>San Pablo Ave Corridor Study</i>	-	50,000	50,000	150,000	
<i>Contingency (WCCTAC Operations)</i>	1,127	10,000	5,807	10,000	
Total Special Expenses	2,078,543	4,020,450	1,561,221	3,562,032	
Travel & Training					
44320 Travel/Training/Mileage/Mbrshp	5,620	7,200	6,541	5,765	
Total Travel/Training	5,620	7,200	6,541	5,765	
Office Expenses & Supplies					
43500 Office Supplies	5,432	5,000	18,931	24,500	
43501 Postage	1,695	1,800	1,712	1,800	
43502 TDM Postage	418	1,500	610	950	
43520 Printing, Copier Lease	15,134	26,550	13,440	15,000	
43900 Rent/Building	39,745	47,800	43,500	45,000	
Total Office Exp & Supplies	62,424	82,650	78,193	87,250	
TOTAL EXPENSES	3,047,336	5,212,656	2,770,045	4,662,624	
REVENUES - EXPENSES	(412,938)	57,879	507,491	(290,781)	

Beginning Fund Balance **3,818,036**
Ending Fund Balance **3,527,255**

Notes:

See notes in the attached detail sheets by account.

DRAFT FINAL
FY2021 DUES STRUCTURE

WCCTAC Member Agency	Percent Share	Proposed FY 21 Dues
City of El Cerrito	9.1%	\$48,930
City of Hercules	9.1%	\$48,930
City of Pinole	9.1%	\$48,930
City of Richmond	27.2%	\$146,790
City of San Pablo	9.1%	\$48,930
Contra Costa County	9.1%	\$48,930
AC Transit	9.1%	\$48,930
BART	9.1%	\$48,930
WestCAT	9.1%	\$48,930
<i>discount</i>		(<i>\$14,560</i>)
WestCAT Subtotal		\$34,370
Total	100.0%	\$523,670

Recent Dues History

For a Regular 9.1% Share Member:

Fiscal Year	Dues Amount
FY 11-12	\$42,722
FY 12-13	\$36,675
FY 13-14	\$25,482
FY 14-15	\$36,675
FY 15-16	\$36,675
FY 16-17	\$39,975
FY 17-18	\$42,772
FY 18-19	\$47,049
FY 19-20	\$48,930

El Cerrito

Hercules

May 30, 2020

Pinole

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

RE: May 2020 WCCTAC Board Meeting Summary

Richmond

Dear Randy:

The WCCTAC Board, at its meeting on May 22, 2020 took the following actions that may be of interest to CCTA:

San Pablo

1. Approved the WCCTAC Draft Fiscal Year 2021 Work Program, Budget, and Dues for review by the member agencies.
2. Directed staff to send a letter to WETA and CCTA requesting that Richmond Ferry service resume service as soon as possible.

Please let me know if you have any follow-up questions.

Sincerely,



John Nemeth
Executive Director

AC Transit

cc: Tarien Grover, CCTA; John Cunningham, TRANSPAC; Colin Piethe, TRANSPLAN; Lisa Bobadilla, SWAT; Matt Todd, CCTA

BART

WestCAT

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

ABAG: Association of Bay Area Governments
ACTC: Alameda County Transportation Commission
ADA: Americans with Disabilities Act
APC: Administration and Projects Committee (CCTA)
ATP: Active Transportation Program
AV: Autonomous Vehicle
BAAQMD: Bay Area Air Quality Management District
BATA: Bay Area Toll Authority
BCDC: Bay Conservation and Development Commission
Caltrans: California Department of Transportation
CCTA: Contra Costa Transportation Authority
CEQA: California Environmental Quality Act
CIL: Center for Independent Living
CMAs: Congestion Management Agencies
CMAQ: Congestion Management and Air Quality
CMIA: Corridor Mobility Improvement Account (Prop 1B bond fund)
CMP: Congestion Management Program
CSMP: Corridor System Management Plan
CTC: California Transportation Commission
CTP: Contra Costa Countywide Comprehensive Transportation Plan
CTPL: Comprehensive Transportation Project List
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 RITC: Hercules Intermodal Transit Center
ITS: Intelligent Transportations System
LOS: Level of Service (traffic)
MOU: Memorandum of Understanding
MPO: Metropolitan Planning Organization
MTC: Metropolitan Transportation Commission
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
PASS: Program for Arterial System Synchronization
PBTF: Pedestrian, Bicycle and Trail Facilities
PC: Planning Committee (CCTA)
PCC: Paratransit Coordinating Committee (CCTA)
PDA: Priority Development Areas
PSR: Project Study Report (Caltrans)
RHNA: Regional Housing Needs Allocation (ABAG)
RPTC: Richmond Parkway Transit Center
RTIP: Regional Transportation Improvement Program
RTP: Regional Transportation Plan
RTPC: Regional Transportation Planning Committee
SCS: Sustainable Communities Strategy
SHPO: State Historic and Preservation Officer
SOV: Single Occupant Vehicle
STA: State Transit Assistance
STIP: State Transportation Improvement Program
STMP: Subregional Transportation Mitigation Plan
SWAT: Regional Transportation Planning Committee for Southwest County
TAC: Technical Advisory Committee
TCC: Technical Coordinating Committee (CCTA)
TDA: Transit Development Act funds
TDM: Transportation Demand Management
TFCA: Transportation Fund for Clean Air
TEP: Transportation Expenditure Plan
TLC: Transportation for Livable Communities
TOD: Transit Oriented Development
TRANSPAC: Regional Transportation Planning Committee for Central County
TRANSPLAN: Regional Transportation Planning Committee for East County
TSP: Transit Signal Priority (traffic signals and buses)
VMT: Vehicle Miles Traveled
WCCTAC: West County Costa Transportation Advisory Committee
WETA: Water Emergency Transportation Agency