

## MEETING NOTICE AND AGENDA

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**DATE & TIME:** February 26, 2021 • 8:00 AM – 10:00 AM

**REMOTE ACCESS:**

<https://us02web.zoom.us/j/7321058840?pwd=c1dMVjJydlBoYk0yYWVlZWVlWHZ4Zz09>

**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, Vincent Salimi, Rita Xavier, Tom Butt, Demnlus Johnson, Jovanka Beckles, Paul Fadelli, John Gioia, Lateefah Simon, and Maureen Powers 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 (same link as shown above) to join the webinar at the noticed meeting time: <https://us02web.zoom.us/j/7321058840?pwd=c1dMVjJydlBoYk0yYWVlZWVlWHZ4Zz09>

Phone:

Dial the following number, enter the participant PIN followed by # to confirm:

+1 669 900 6833

Meeting ID: 732 105 8840

Password: 066620

### **Public Comment 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](mailto:vjenkins@wcctac.org).

Comments may also be submitted via e-mail to [vjenkins@wcctac.org](mailto: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.

### **CONSENT CALENDAR**

3. **Minutes of January 22, 2021 Board Meeting.** *(Attachment; Recommended Action: Approve).*
4. **Monthly Update on WCCTAC Activities.** *(Attachment; Information only).*
5. **Financial Reports.** The reports show the Agency's revenues and expenses for January 2020. *(Attachment; Information only).*
6. **Payment of Invoices over \$10,000.** *None (No attachment; Information only).*
7. **Measure J Program 19b (Additional Bus Service Enhancements) Funds for Second Half of FY21.** This fiscal year, CCTA is allocating funds for this program in two, six-month phases. Funds for the first half of the fiscal year were allocated in July 2020. This allocation is for the second half of the fiscal year and is higher, given improved sales tax revenues. AC Transit and WestCAT receive funds in an

80-20 split established by WCCTAC policy. No claim forms are being required this year due to COVID impacts on ridership and revenues. (*Attachment; Recommended Action: Approve*).

8. **Fiscal Audit and Memorandum of Internal Control for Fiscal Year 2020.** The accounting firm of Maze and Associates prepared the fiscal audit for WCCTAC for fiscal year 2020. (*The following attachments are combined into a single document available on WCCTAC's website: 1. Basic Financial Statements, 2. Memorandum on Internal Controls, and 3. Required Communications for the Year Ended June 30, 2020; Recommended Action: Receive and Accept the Audit*).

### **REGULAR AGENDA ITEMS**

9. **Review of Draft Contra Costa Countywide Vision Zero Systemic Transportation Safety Policy & Implementation Guide.** CCTA staff will provide a presentation on their draft Contra Costa Countywide Vision Zero Systemic Transportation Safety Policy & Implementation Guide. The guide aims to assist jurisdictions achieve zero transportation-related fatalities and severe injuries. WCCTAC Board members are invited to review and provide comments on the document. (*Colin Clarke - CCTA Staff; Attachments; Recommended Action: Provide Feedback*)
10. **Measure J Program 20b Funds (*Additional Transportation Services for Seniors and People with Disabilities*) for Second Half of FY21.**

This fiscal year, CCTA is allocating funds for this program in two, six-month phases. Funds for the first half of the fiscal year were allocated in September 2020. This allocation is for the second half of the fiscal year and is higher, given improved sales tax revenues. Program 15 20b funds are issued to the five paratransit operators in West County, with a split determined by formula. At the Board meeting, representatives of the three city-operated paratransit programs will provide updates. (*Joanna Pallock – WCCTAC Staff, City of San Pablo staff, and City of Richmond staff; Attachment; Recommended Action: 1) Receive update, 2) Approve Additional Program Measure J 20b funds for FY21.*)

### **STANDING ITEMS**

11. **Board and Staff Comments.**
  - a. Board Member Comments, Conference/Meeting Reports (AB 1234 Requirement), and Announcements
  - b. Report from CCTA Representatives (*Directors Kelley & Butt*)
  - c. Executive Director's Report
12. **General Information Items.**
  - a. Letter to CCTA Executive Director with January 22, 2021 Summary of Board Actions
  - b. Acronym List

**13. Adjourn.** The next regular meeting is on March 26, 2021 @ 8:00 a.m.  
The meeting will be held remotely (see next agenda for details)

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

**West Contra Costa Transportation Advisory Committee  
Board of Directors Meeting  
Meeting Minutes: January 22, 2021**

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**MEMBERS PRESENT:** Chris Kelley, Chair (Hercules); Vincent Salimi (Pinole); Chris Peeples (AC Transit); Rita Xavier (San Pablo); Paul Fadelli (El Cerrito); Maureen Powers (WestCAT); Debora Allen (BART); Tom Butt (Richmond); Demnlus Johnson III (Richmond)

**STAFF PRESENT:** John Nemeth, Joanna Pallock, Coire Reilly, Leah Greenblat, Kris Kokotaylo (counsel with Meyers Nave)

**ACTIONS LISTED BY:** Valerie Jenkins

**Meeting Called to Order: 8:00 am**

**Item #2 Public Comment: none**

**Item #3 Election of Officers:**

**a. CCTA Representative (odd year term)**

Nomination of **Director Butt** by **Chair Kelley**, Motion by **Chair Kelley**, seconded by **Director Fadelli**;

Yes- C. Kelley, P. Fadelli, D. Johnson III, V. Salimi, R. Xavier

No- None

Abstention-None

Passed unanimously

**b. CCTA Alternate Representative**

Nomination of **Director Fadelli** by **Chair Kelley**, Motion by **Chair Kelley**, seconded by **Director Butt**;

Yes- C. Kelley, P. Fadelli, D. Johnson III, V. Salimi, R. Xavier

No- None

Abstention-None

Passed unanimously

**c. WCCTAC Chair**

Nomination of **Director Kelley** by **Director Fadelli**, Motion by **Director Fadelli**, , seconded by **Director Butt**;

Yes- C. Kelley, P. Fadelli, D. Johnson III, V. Salimi, D. Allen, T. Butt, M. Powers, R. Xavier, C. Peeples

No- None

Abstention-None

Passed unanimously

**d. WCCTAC Vice-Chair**

Nomination of **Director Demnlus Johnson III** by **Chair Kelley**, Motion by **Chair Kelley**, seconded by **Director Fadelli**;

Yes- C. Kelley, P. Fadelli, D. Johnson III, V. Salimi, D. Allen, T. Butt, M. Powers, R. Xavier, C. Peeples

No- None

Abstention-None

Passed unanimously

**CONSENT CALENDAR:**

Motion to approve items #4-6 by **Director Peeples**; seconded by **Director Johnson**; Passed unanimously.

**Item #4. Approved:** Minutes for the December 11, 2020 Board Meeting. Correction to minutes-Paul Fadelli attended meeting.

**Item #5. Received:** Monthly Update on WCCTAC Activities.

**Item #6. Received:** Financial Reports: December 2020.

**Item #7. Received:** No invoices over \$10,000

**REGULAR AGENDA ITEMS**

ITEM/DISCUSSION	ACTION
<b>Item #8</b> <b>Growth Management Program (GMP) Implementation Guide</b>	<b>Information Only</b> Matt Kelly, CCTA staff, introduced the item and explained that changes to the GMP were driven by SB 743 and the move from level of service (LOS) to vehicles miles traveled, VMT, as a measure of traffic impacts. David Early, Placeworks, Inc., serving as a consultant for CCTA, gave an overview of proposed changes to the GMP Implementation Guide. He noted that staff from local jurisdictions (including West County) have been part of the GMP Task Force that helped make changes to the Guide. The Board asked questions and provided comments.
<b>Item #9</b> <b>Countywide Accessible Transportation Study (ATS)</b>	<b>Information Only</b> Peter Engel, CCTA staff, introduced this item and stated that the study was being funded by a Caltrans Sustainable Communities Planning grant. He explained that the purpose was to improve coordination of paratransit and senior

	<p>transportation services in Contra Costa County. Richard Weiner, Nelson Nygaard, serving as a consultant for CCTA, explained some of the barriers to a more integrated system, the results of community outreach, and the prospect for a single entity in the County to coordinate services. The Board provided comment.</p>
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**Meeting Adjourned at 9:20am**

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**TO:** WCCTAC Board

**DATE:** February 26, 2021

**FR:** John Nemeth, Executive Director

**RE:** **Monthly Update on WCCTAC Activities**

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### **Grant Application Submitted for the Richmond Parkway Transportation Study**



With the generous assistance of our member agencies and the CCTA, WCCTAC staff submitted a grant application for the Caltrans Sustainable Communities Program, as directed by the Board at its December 2020 meeting. The application seeks almost \$700,000 to conduct a multi-modal transportation study to improve pedestrian and bicycle access, reduce collisions, and encourage trucks not to divert to local streets. Interest in the study is high as evidenced by the over twenty letters of support received. Caltrans is expected to make its funding decisions in Spring 2021.

### **Statewide Competitive Results are in for Active Transportation Program (ATP) Grants**

WCCTAC, Richmond, and El Cerrito lent their assistance to Caltrans District 4, who applied for an Active Transportation Program (ATP) grant for pedestrian and bicycle improvements on Central Avenue under I-80. Competition was fierce for this year's statewide competitive ATP grants. Over 450 applications were submitted and only 41 received funding. The lowest ranked project selected for funding scored 92 out of 100. Unfortunately, the Central Avenue application was not selected for funding via the statewide program, but it remains eligible for consideration in the regional (MTC) funding category. In the statewide competition this project received a respectable score of 83, so the application may still be competitive for regional funding. MTC is evaluating applications and should release its list of funded projects in the next few weeks.

## **Del Norte BART Station Modernization**



The first phase of the Del Norte BART Station Modernization was completed this past January. Due to COVID-19 restrictions, there was no ribbon cutting ceremony held. The first phase included architectural elements like window walls, a new ceiling, new elevators, and new staircases. It includes improvements for station agents such as a new station agent booth, breakroom, and bathroom. It included access improvements such as new bus shelters, an ADA compliant bus island, new pavement, and raised pedestrian crosswalks. Lastly, it includes new automatic fare collection (AFC) equipment, fire life safety improvements, lighting upgrades, and improved drainage infrastructure. The completion of Phase 2, which will complete the project, is expected in May 2021. WCCTAC's STMP funds have been part of this project's funding picture.

### **Ferry Update**

WCCTAC staff participated in a meeting between Seamus Murphy, the new Director of the Water Emergency Transportation Agency (WETA), and Tim Haile, the new Executive Director of CCTA. Both new directors expressed a strong desire for the Authority and WETA to be cooperative partners. WCCTAC's Executive Director and CCTA's Executive Director also conveyed their desire to see Regional Measure 3 (RM3) funds used for operations in the future so the service was not exclusively dependent on Measure J. WETA staff noted that they planned to return to the WCCTAC Board in March to provide an update on ridership and to discuss service plans for the remainder of 2021.

# General Ledger Monthly Budget Report

User: kellys

Printed: 2/18/2021 5:16:00 PM

Period 01 - 07

Fiscal Year 2021



**CITY OF SAN PABLO**  
City of New Directions

Account Number	Description	Adopted	Budget Adjustments	Adjusted	YTD Actual	Variance Encumbered	Available	% Avail
<b>7700</b>	<b>WCCTAC Operations</b>							
770-7700-41000	Salary	518,071.00	0.00	518,071.00	211,093.05	306,977.95	306,977.95	59.25
770-7700-41200	PERS Retirement	0.00	0.00	0.00	63,431.07	-63,431.07	-63,431.07	0.00
770-7700-41310	Medical Insurance	0.00	0.00	0.00	44,346.59	-44,346.59	-44,346.59	0.00
770-7700-41311	Retiree Healthcare	0.00	0.00	0.00	981.72	-981.72	-981.72	0.00
770-7700-41400	Dental	0.00	0.00	0.00	2,873.56	-2,873.56	-2,873.56	0.00
770-7700-41500	Flexible Spending Account	0.00	0.00	0.00	2,935.00	-2,935.00	-2,935.00	0.00
770-7700-41800	LTD Insurance	0.00	0.00	0.00	2,048.53	-2,048.53	-2,048.53	0.00
770-7700-41900	Medicare	0.00	0.00	0.00	3,057.04	-3,057.04	-3,057.04	0.00
770-7700-41901	Other Insurances	0.00	0.00	0.00	4,961.89	-4,961.89	-4,961.89	0.00
770-7700-41904	Life Insurance	0.00	0.00	0.00	603.73	-603.73	-603.73	0.00
770-7700-41911	Liability Insurance	5,156.00	0.00	5,156.00	0.00	5,156.00	5,156.00	100.00
	<b>Salary and Benefits</b>	<b>523,227.00</b>	<b>0.00</b>	<b>523,227.00</b>	<b>336,332.18</b>	<b>186,894.82</b>	<b>186,894.82</b>	<b>35.72</b>
770-7700-43500	Office Supplies	5,500.00	0.00	5,500.00	1,986.74	3,513.26	3,513.26	63.88
770-7700-43501	Postage	1,800.00	0.00	1,800.00	482.69	1,317.31	1,317.31	73.18
770-7700-43520	Copies/Printing/Shipping/Xerox	4,000.00	0.00	4,000.00	1,923.33	2,076.67	2,076.67	51.92
770-7700-43600	Professional Services	59,825.00	0.00	59,825.00	24,011.78	35,813.22	35,813.22	59.86
770-7700-43900	Rent/Building	22,500.00	0.00	22,500.00	12,458.41	10,041.59	10,041.59	44.63
770-7700-44000	Special Department Expenses	10,000.00	0.00	10,000.00	2.00	9,998.00	9,998.00	99.98
770-7700-44320	Travel/Training Staff	3,000.00	0.00	3,000.00	50.00	2,950.00	2,950.00	98.33
	<b>Service and Supplies</b>	<b>106,625.00</b>	<b>0.00</b>	<b>106,625.00</b>	<b>40,914.95</b>	<b>65,710.05</b>	<b>65,710.05</b>	<b>61.63</b>
<b>7700</b>	<b>Expense</b>	<b>629,852.00</b>	<b>0.00</b>	<b>629,852.00</b>	<b>377,247.13</b>	<b>252,604.87</b>	<b>252,604.87</b>	<b>40.11</b>
<b>WCCTAC Operations</b>		<b>629,852.00</b>	<b>0.00</b>	<b>629,852.00</b>	<b>377,247.13</b>	<b>252,604.87</b>	<b>252,604.87</b>	<b>40.11</b>
<b>7720</b>	<b>WCCTAC TDM</b>							
772-7720-41000	Salary	301,869.00	0.00	301,869.00	111,449.96	190,419.04	190,419.04	63.08
772-7720-41200	PERS Retirement	0.00	0.00	0.00	43,285.57	-43,285.57	-43,285.57	0.00
772-7720-41310	Medical Insurance	0.00	0.00	0.00	23,036.84	-23,036.84	-23,036.84	0.00
772-7720-41400	Dental Insurance	0.00	0.00	0.00	1,600.66	-1,600.66	-1,600.66	0.00
772-7720-41800	LTD Insurance	0.00	0.00	0.00	858.85	-858.85	-858.85	0.00
772-7720-41900	Medicare	0.00	0.00	0.00	1,597.63	-1,597.63	-1,597.63	0.00
772-7720-41901	Other Insurances	0.00	0.00	0.00	4,961.88	-4,961.88	-4,961.88	0.00
772-7720-41904	Life Insurance	0.00	0.00	0.00	200.29	-200.29	-200.29	0.00

Account Number	Description	Adopted	Budget Adjustments	Adjusted	YTD Actual	Variance Encumbered	Available	% Avail
772-7720-41911	Liability Insurance <i>Salary and Benefits</i>	5,156.00 <b>307,025.00</b>	0.00 <b>0.00</b>	5,156.00 <b>307,025.00</b>	0.00 <b>186,991.68</b>	5,156.00 <b>120,033.32</b>	5,156.00 <b>120,033.32</b>	100.00 <b>39.10</b>
772-7720-43300	MembershipsSubscriptions	1,610.00	0.00	1,610.00	0.00	1,610.00	1,610.00	100.00
772-7720-43500	Office Supplies	19,000.00	0.00	19,000.00	255.68	18,744.32	18,744.32	98.65
772-7720-43501	TDM Postage	0.00	0.00	0.00	217.46	-217.46	-217.46	0.00
772-7720-43502	TDM Postage	950.00	0.00	950.00	0.00	950.00	950.00	100.00
772-7720-43520	CopiesPrintingShippingXerox	11,000.00	0.00	11,000.00	3,742.32	7,257.68	7,257.68	65.98
772-7720-43600	Professional Services	68,000.00	0.00	68,000.00	35,291.33	32,708.67	32,708.67	48.10
772-7720-43900	RentBuilding	22,500.00	0.00	22,500.00	12,454.01	10,045.99	10,045.99	44.65
772-7720-44000	Special Department Expenses	120,077.00	0.00	120,077.00	8,341.77	111,735.23	111,735.23	93.05
772-7720-44320	TravelTraining Staff	1,155.00	0.00	1,155.00	195.00	960.00	960.00	83.12
	<i>Service and Supplies</i>	<b>244,292.00</b>	<b>0.00</b>	<b>244,292.00</b>	<b>60,497.57</b>	<b>183,794.43</b>	<b>183,794.43</b>	<b>75.24</b>
<b>7720</b>	<b>Expense</b>	<b>551,317.00</b>	<b>0.00</b>	<b>551,317.00</b>	<b>247,489.25</b>	<b>303,827.75</b>	<b>303,827.75</b>	<b>55.11</b>
	<b>WCCTAC TDM</b>	<b>551,317.00</b>	<b>0.00</b>	<b>551,317.00</b>	<b>247,489.25</b>	<b>303,827.75</b>	<b>303,827.75</b>	<b>55.11</b>
<b>7730</b>	<b>STMP</b>							
773-7730-41000	Salary	55,000.00	0.00	55,000.00	0.00	55,000.00	55,000.00	100.00
	<i>Salary and Benefits</i>	<b>55,000.00</b>	<b>0.00</b>	<b>55,000.00</b>	<b>0.00</b>	<b>55,000.00</b>	<b>55,000.00</b>	<b>100.00</b>
773-7730-44000	Special Department Expense	3,171,955.00	0.00	3,171,955.00	0.00	3,171,955.00	3,171,955.00	100.00
	<i>Service and Supplies</i>	<b>3,171,955.00</b>	<b>0.00</b>	<b>3,171,955.00</b>	<b>0.00</b>	<b>3,171,955.00</b>	<b>3,171,955.00</b>	<b>100.00</b>
<b>7730</b>	<b>Expense</b>	<b>3,226,955.00</b>	<b>0.00</b>	<b>3,226,955.00</b>	<b>0.00</b>	<b>3,226,955.00</b>	<b>3,226,955.00</b>	<b>100.00</b>
	<b>STMP</b>	<b>3,226,955.00</b>	<b>0.00</b>	<b>3,226,955.00</b>	<b>0.00</b>	<b>3,226,955.00</b>	<b>3,226,955.00</b>	<b>100.00</b>
<b>7740</b>	<b>WCCTAC Special Projects</b>							
774-7740-44000	Special Department Expense	260,000.00	0.00	260,000.00	73,614.32	186,385.68	186,385.68	71.69
	<i>Service and Supplies</i>	<b>260,000.00</b>	<b>0.00</b>	<b>260,000.00</b>	<b>73,614.32</b>	<b>186,385.68</b>	<b>186,385.68</b>	<b>71.69</b>
<b>7740</b>	<b>Expense</b>	<b>260,000.00</b>	<b>0.00</b>	<b>260,000.00</b>	<b>73,614.32</b>	<b>186,385.68</b>	<b>186,385.68</b>	<b>71.69</b>
	<b>WCCTAC Special Projects</b>	<b>260,000.00</b>	<b>0.00</b>	<b>260,000.00</b>	<b>73,614.32</b>	<b>186,385.68</b>	<b>186,385.68</b>	<b>71.69</b>
Expense Total		4,668,124.00	0.00	4,668,124.00	698,350.70	3,969,773.30	3,969,773.30	0.8504



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**TO:** WCCTAC Board

**DATE:** February 26, 2020

**FR:** John Nemeth, Executive Director

**RE: Review of Draft Contra Costa Countywide Vision Zero Systemic Transportation Safety Policy & Implementation Guide.**

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### **REQUESTED ACTION**

Receive presentation from CCTA staff and provide comment.

### **BACKGROUND AND DISCUSSION**

The Fiscal Year 2019-20 CCTA Work Plan included three priority tasks to implement the 2018 Countywide Bicycle & Pedestrian Plan (CBPP), one of which is the development of a Contra Costa Vision Zero Framework and Systemic Safety Approach.

The Vision Zero project goals include:

- Integrate Vision Zero as a standard practice
- Collect & analyze traffic collision data (source: TIMS/SWITRS from 2008 through 2017)
- Develop a “How To” guide for local jurisdictions
  - Highlight best practices for each Core Element
  - Indicate role of CCTA & local jurisdictions
  - Summarize data analysis
  - Refer to external resources

CCTA staff will provide an update on the project to the WCCTAC Board, with a focus on the draft “How To” Implementation Guide. The document was sent to the Board as an attachment and can also be found in the meeting calendar on WCCTAC website. CCTA has been working to collect and incorporate comments received on this draft from the WCCTAC TAC, the other three RTPC-TACs, and the Countywide Vision Zero Working Group.

### **Next Steps**

CCTA staff is now gathering input from RTPC Boards. It will then bring the Contra Costa Countywide Vision Zero Systemic Transportation Safety Policy & Implementation Guide to the CCTA Planning Committee, and ultimately the CCTA Board, for approval.

### **Attachments**

- A. Vision Zero – General Background, 4 pages (available on WCCTAC website in meeting calendar)
- B. CCTA Vision Zero Implementation Guide, 145 pages (available on WCCTAC website in meeting calendar)

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**TO:** WCCTAC Board **MEETING DATE:** February 26, 2021

**FR:** Joanna Pallock, Program Manager

**RE:** **Measure J Program 20b Funds (*Additional Transportation Services for Seniors and People with Disabilities*) for Second Half of FY21.**

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#### **REQUESTED ACTION**

- 1) Receive update from three city operators: El Cerrito, San Pablo, and Richmond
- 2) Approve Measure J Program 20b funding allocation, for Fiscal Year 21, for all five west county paratransit operators designated in Measure J: East Bay Paratransit Consortium (EBPC), WestCAT, City of Richmond, City of El Cerrito, and the City of San Pablo.

#### **BACKGROUND AND DISCUSSION**

Measure J Program 20b, *Additional Transportation Services for Seniors and People with Disabilities*, dedicates 0.5% of total annual sales tax revenues to enhance local senior and disabled service in West County. The funding split to the five entities is based on a formula that considers the population of senior, disabled, and low-income residents in the census tracts served.

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 financial hardships being experienced by paratransit and senior services operators in the country from the COVID-19 pandemic, CCTA and WCCTAC have agreed that funds can be used to maintain service, and no claim forms are being required. To better understand the status of local programs, WCCTAC, did send out a questionnaire this month to the three non-ADA, city-operated programs since they have had to adapt the most to changes in demand for non-ADA trips. The Board will receive an update from those three operators at its meeting.

In previous years, WCCTAC and CCTA have allocated a year of funding at the beginning of the fiscal year. However, given the COVID-19 pandemic and uncertainty about Measure J revenues, the Authority is allocating funds in two, six-month phases in this fiscal year.

The allocation for the first six months was made by the Authority in September 2020. The total amount of funding made available to the five operators was \$282,450, in line with conservative revenue projections. This allocation, for the second half of the current fiscal year, is based on a revised and improved CCTA sales tax projection. The proposed allocation for the second half of

the year is \$325,688. The specific breakdown by operator is shown in the table below. Staff is requesting that the Board approval this allocation of Measure J Program 20b funds.

<b>Program 20b Recipient</b>	<b>100%</b>	<b>90%</b>
City of Richmond	\$158,348	\$142,513
City of El Cerrito	\$27,021	\$24,319
City of San Pablo	\$48,231	\$43,408
WestCAT	\$55,204	\$49,684
EBPC (BART)	\$22,652	\$20,387
EBPC (AC Transit)	\$50,419	\$45,377
<b>Total</b>		<b>\$325,688</b>



El Cerrito

Hercules

January 22, 2021

Pinole

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

RE: January 2021 WCCTAC Board Meeting Summary

Richmond

Dear Tim:

The WCCTAC Board, at its meeting on January 22, 2021, took the following actions that may be of interest to CCTA:

San Pablo

1. Election of Officers:
  - a. CCTA Representative (odd year): Tom Butt (Richmond)
  - b. CCTA Alternate: Paul Fadelli (El Cerrito)
  - c. WCCTAC Chair: Chris Kelley (Hercules)
  - d. WCCTAC Vice-Chair: Demnlus Johnson III (Richmond)
2. Received an update from CCTA staff regarding the changes to the Growth Management Program (GMP) Implementation Guide.
3. Received a presentation on the Countywide Accessible Transportation Study (ATS).

Contra Costa  
County

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

AC Transit

Sincerely,

A handwritten signature in black ink that reads "John Nemeth". The signature is written in a cursive, flowing style.

John Nemeth  
Executive Director

BART

cc: Tarienne Grover, CCTA; John Cunningham, TRANSPAC; Jamar Stamps, TRANSPLAN; Lisa Bobadilla, SWAT; Matt Todd, CCTA

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