

El Cerrito



Hercules

TECHNICAL ADVISORY COMMITTEE MEETING NOTICE & AGENDA

Pinole

DATE & TIME: Thursday, May 13, 2021 • 9:00 AM – 11:00 AM

REMOTE ACCESS: <https://us02web.zoom.us/j/7321058840?pwd=c1dMVjJyd1lBoYk0yYWVlZWVlWHZ4Zz09>

MEETING ID#: 732 105 8840

PASSWORD (if requested): WCCTAC2020

Richmond

Remote Participation Only

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

San Pablo

Pursuant to the Governor's Executive Order N-29-20, TAC members: Yvetteh Ortiz, Mike Roberts, Tamara Miller, Denee Evans, Alan Panganiban, Rob Thompson, Nathan Landau, Jamar Stamps, and Celestine Do may be attending this meeting via teleconference, as may WCCTAC Alternate TAC Members. Any votes conducted during the teleconferencing session will be conducted by roll call.

Contra Costa
County

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

Phone Participation

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

AC Transit

Public Comment

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

BART

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

WestCAT

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 TAC meeting date will be provided to the WCCTAC TAC and heard before TAC action. Comments may be submitted by email to creilly@wcctac.org

Comments may also be submitted via e-mail to creilly@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 TAC may provide.

1. **CALL TO ORDER and MEMBER ROLL CALL**

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 from April 8, 2021**

Recommendation: Approve as presented

Attachment: Yes

4. **REGULAR AGENDA ITEMS**

A. **STMP Cycle 1 Call for Projects – TAC Recommendation.**

Description: WCCTAC received seven funding requests from its recent Cycle 1 Call for Projects for the 2019 STMP Update. Staff scored and ranked these requests using the criteria established by the TAC. The total amount of funding requested exceeds the available \$3,750,000. Staff is seeking to develop a consensus funding recommendation with the TAC to present to the WCCTAC Board.

Recommendation: Develop a funding recommendation for the WCCTAC Board.

Attachment: Yes

Presenter/Lead Staff: John Nemeth, WCCTAC Staff

Estimated Time: 9:15 AM, (45 minutes)*

B. **STMP Miscellaneous Administrative Topics**

Description: WCCTAC staff will share information regarding STMP administration, discuss some recent STMP administration issues, and facilitate a brief question and answer session.

Recommendation: Information only.

Attachment: No

* 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 time.

Presenter/Lead Staff: Leah Greenblat, WCCTAC Staff.

Estimated Time:* **10:00 AM**, (10 minutes)

C. Bike to Wherever Days

Description: The regional coalition that plans Bike to Work Day has decided to follow last year's model and promote "Bike to Wherever Days" due to coronavirus restrictions. For the month of May, bicycling will be promoted and specifically May 21 will be Bike to Wherever Day. Tote bags will be distributed to libraries and bike shops, but the shipping is delayed. There will be no in-person tabling events. Staff will provide a brief update.

Recommendation: Information only.

Attachment: No

Presenter/Lead Staff: Coire Reilly, WCCTAC Staff.

Estimated Time:* **10:15 AM**, (10 minutes)

5. STANDING ITEMS

A. Technical Coordinating Committee (TCC) Report

Description: TCC representatives will report on the last TCC meeting.

Recommendation: None.

Attachment: No

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

Estimated Time:* **10:25 am** (5 minutes)

B. Staff and TAC Member Announcements

Description: TAC members or WCCTAC staff can make general comments or announcements

Recommendation: Receive update.

Attachment: No

Presenter/Lead Staff: WCCTAC Staff and TAC Members

Estimated Time:* **10:30 am** (5 minutes)

6. ADJOURNMENT

Description / Recommendation: Adjourn to the next regularly scheduled meeting of the TAC on Thursday, June 10, 2021. (The next regular meeting of the WCCTAC Board is Friday, May 28, 2021.)

Estimated Time:* **10:35 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.

* 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 time.

- Handouts provided at the meeting are available upon request and may also be viewed at WCC-TAC'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.

* 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 time.

WCCTAC TAC Meeting Action Minutes

MEETING DATE: April 8, 2021

MEMBERS PRESENT: Jamar Stamps, Contra Costa County; Mike Roberts, Hercules; Celestine Do, BART; Denee Evans, Richmond; Allan Panganiban, San Pablo; Rob Thompson, WestCAT.

GUESTS: Bill Pinkham, CBPAC West County Representative; Patrick Phelan, Richmond

STAFF PRESENT: John Nemeth, Coire Reilly, Joanna Pallock, Leah Greenblat

ACTIONS LISTED BY: WCCTAC Staff

ITEM	ITEM/DISCUSSION	ACTION/SUMMARY
1.	Call to Order	The meeting was called to order at 9:05 a.m.
2.	Public Comment	None.
3.	Consent Calendar: a. Action Minutes from March 11, 2021— Approve as presented. b. Action Minutes from March 23, 2021— Approve as presented.	Stamps moved, Panganiban seconded, and the motion to approve the Consent Calendar was approved unanimously.
Regular Agenda Items		
4A.	WCCTAC FY 2022 Draft Work Program	John Nemeth reviewed the draft work program. TAC members suggested to add the Blue Ribbon Task Force, the CCTA Mitigation Bank, Richmond Greenway Gap Project, and the El Cerrito Plaza TOD project.

4B.	Annual STMP Fee Adjustment	Leah Greenblat reminded the TAC about the preparations that jurisdictions need to make in order to implement the annual STMP fee adjustment that becomes effective on July 1.
4C.	Bike to Wherever Days	Coire Reilly noted that Friday, May 21, 2021 will be Bike to Wherever Day. The date aligns with the national Bike to Work Day. There will be no energizer stations, but partnering libraries and bike shops will give out tote bags. There will be an incentive for bicyclists to commute on the Richmond-San Rafael Bridge path.
5A.	TCC Update	There was no TCC meeting.
5B.	Staff and TAC Member Announcements	<p>Patrick Phelan announced a City of San Pablo bike ride that is being offered in conjunction with the city's pedestrian and bicycle corridor study.</p> <p>Allan Panganiban shared that the City of San Pablo received four bids for its Rumrill Project and there was a wide range in bid prices.</p> <p>Coire Reilly announced that WETA had a promotion for discounted fares using the Hopview App.</p>
6.	Adjournment	The meeting adjourned at 9:35 AM.

TO: WCCTAC Board

MEETING DATE: May 13, 2021

FR: John Nemeth, Executive Director

RE: STMP Call for Projects – Funding Recommendation

REQUESTED ACTION

Develop a consensus STMP funding recommendation for the WCCTAC Board.

BACKGROUND AND DISCUSSION

On March 26, 2021, the WCCTAC Board approved a Cycle 1 Call for Projects for the 2019 STMP Update. It recommended making \$3,750,000 available, leaving remaining funds for other commitments. The Board also endorsed the parameters proposed by the TAC including a maximum of two applications per sponsor and a maximum funding request of \$1.875 million (50% of funding available). STMP funding proposals were due on April 26, 2021.

Submittals

WCCTAC received seven submittals listed below and sorted by requested amount. The funding request by Hercules was deemed ineligible by WCCTAC's legal counsel given its proposed purpose. Hercules staff may propose a substitute funding request, which staff will likely evaluate prior to the TAC meeting. The funding request by San Pablo is limited to 75% of STMP-eligible project costs since WCCTAC set fees at 75% of the maximum potential. As a result, the request was reduced to \$1,360,000, the maximum that can be used for that the San Pablo Avenue Intersection Realignment at 23rd Street and Road 20 funding category.

Applicant	Project	Funding Request	Amended Request
San Pablo	San Pablo Avenue Bridge Replacement and Intersection Realignment	\$1,814,000	\$1,360,000
El Cerrito	Del Norte BART TOD Complete Streets	\$1,189,800	\$1,189,800
BART	El Cerrito Plaza BART New Fare Gates and Elevator Enclosures	\$750,000	\$750,000
EBRPD	Bay Trail - Pinole Point to Point Wilson	\$500,000	\$500,000
Richmond	Richmond Ferry to Bridge Bicycle Network Improvements	\$241,000	\$241,000
Hercules	Refugio Creek/North Channel Endowment	\$200,000	TBD
Pinole	Appian Way Complete Street Preliminary Engineering	\$100,000	\$100,000
TOTAL		\$4,794,800	\$4,140,800

Rankings

The TAC developed criteria for WCCTAC staff to score and rank the funding proposals as follows:

Scoring Criteria for Cycle 1 2019 STMP Update Call for Projects:	
Criteria	Max. Points
Readiness to spend STMP dollars. <i>(earlier spending scores higher)</i> .	10
Readiness to construct. <i>(projects close to construction score higher)</i> .	5
Share of the funding gap. <i>(STMP fully closing a gap scores higher than partially closing a gap)</i> .	5
Serves a disadvantaged community.	5
Improves subregional alternative mode network.	5

Based on the TAC's criteria, WCCTAC staff scored and ranked the funding applications as shown in the table below. A more detailed review of the scoring methodology is included as Attachment A.

Rank	Score	Applicant	Project	Amended Request
1	26.5	BART	El Cerrito Plaza BART New Fare Gates and Elevator Enclosures	\$750,000
2	24.0	Richmond	Richmond Ferry to Bridge Bicycle Network Improvements	\$241,000
3	23.3	El Cerrito	Del Norte BART TOD Complete Streets	\$1,189,800
4	22.5	Pinole	Appian Way Complete Street Preliminary Engineering	\$100,000
5	20.5	EBRPD	Bay Trail - Pinole Point to Point Wilson	\$500,000
6	20.5	San Pablo	San Pablo Avenue Bridge Replacement and Intersection Realignment	\$1,360,000
		TOTAL		\$4,140,800

Staff Recommendation

The total amended funding request of \$4,140,800 exceeds the available \$3,750,000. There are multiple ways to made the total request fit the available funding, but staff suggests the following:

- 1) Allocate the full funding request to projects ranked #1-5 in the table above.
- 2) Allocate \$668,000 to the San Pablo Avenue Bridge Replacement and Intersection Realignment project. This amount corresponds to the near-term funding request for design work. The remainder of the City of San Pablo's request is for capital funding which has a much longer lead time. Had the City requested only design funds, it's request would have ranked second with a score of 24.4.

Following these two suggestions would result in an allocation of \$3,448,800, leaving a remainder of \$301,200. Staff recommends allocating the remainder to the San Pablo Avenue Bridge Replacement and Intersection Realignment project and/or a substitute project proposed by the City of Hercules.

Next Steps

Following the development of a consensus recommendation with the TAC, staff will bring the TAC's recommendation to the WCCTAC Board at the May 28, 2021. Following an action by the Board, WCCTAC staff will develop funding agreements with project sponsors.

Attachment A: Scoring Methodology

The scoring for each of the five criteria, for each project, is shown in the table below. A more detailed explanation of the scoring methodology follows the table.

Applicant	Readiness to spend STMP (10 points)	Readiness to Construct (5 points)	Share of the Funding Gap (5 points)	Disadvantaged Community (5 points)	Improves Alt. Mode Network (5 points)	Total Score
BART	8.5	5	5	3	5	26.5
Richmond	8.0	4	3	4	5	24.0
El Cerrito	6.3	4	3	5	5	23.3
Pinole	8.5	1	5	3	5	22.5
EBRPD	5.5	3	2	5	5	20.5
San Pablo	5.5	3	3	5	4	20.5

Readiness to Spend STMP Funds (10 points)

WCCTAC staff assigned points based on the likely timing of STMP fund expenditures, using the point assignment shown below. Nearer term spending scored better than longer term spending. Points were assigned using a weighted average. For example, if a funding request of \$1,000,000 included an expectation of \$100,000 being spent in August of 2021 (10 points) and the other \$90,000 in the Summer of 2023 (4 points), the score would be 4.6, and not 10. If the spending was expected to be spread across two or more periods, staff assigned an equal share to each of those periods. For example, if funds were expected to be spent between April and October of 2022, the score would be a 6.5.

10 points - now through Aug 2021

9 points – Sept. 2021 through Nov. 2021

8 points – Dec. 2021 through Feb. 2022

7 points – March 2022 through May 2022

6 points – June through Nov. 2022

5 points – Dec. 2022 through May 2023

4 points – June 2023 through Nov 2023

3 points – Dec. 2023 through May 2024

2 points – June 2024 through May 2025

1 point – June 2025 and beyond

Readiness to Construct (5 points)

WCCTAC staff assigned points for this criterion based on when construction was anticipated to start, as shown below. If there was no known start date or the applicant did not provide an estimate, staff assigned one point.

- 5 points - less than a year from now
- 4 points - 1-2 years
- 3 points - 2-3 years
- 2 points - 3-4 years
- 1 point - more than 4 years from now

Share of the Funding Gap (5 points)

Points were assigned for this criterion based on how much the STMP funding request closed a funding gap to implement a project or phase of a project. The greater the share of the funding gap closed by the request, the higher the score. For example, if a phase of a project has a cost of \$1,000,000, and a project sponsor already has already secured \$600,000 and was requesting \$200,000 in STMP, the score would be 3. The STMP funds in this case (\$200K), represent 50% of the \$400K funding gap. This criterion is different than one based on leveraging.

- 5 points - 100%
- 4 points - 75-99.9%
- 3 points - 50-74.9%
- 2 points - 25-49.9%
- 1 point – 0-24.9%

Disadvantaged Community (5 points)

WCCTAC staff assigned points as follows:

- 5 points - project located inside of an MTC-defined Community of Concern
- 4 points - project located immediately adjacent to an MTC-defined Community of Concern that is geographically large and at the highest tier of concern
- 3 points - project located immediately adjacent to an MTC-defined Community of Concern but that is not both geographically large and at the highest tier
- 2 points - project located within a mile of an MTC-defined Community of Concern
- 1 point - project more than one mile away from an MTC defined Community of Concern

Improves the Alternative Mode Network (5 points)

WCCTAC staff assigned points as follows:

- 5 points - project funding is aimed entirely at the alternative mode network
- 4 points - project funding mainly benefits the alternative mode network
- 3 points - project funding somewhat benefits to the alternative mode network
- 2 points - project funding slightly benefits the alternative mode network
- 1 point – project funding is not related to the alternative mode network