



WCCTAC BOARD OF DIRECTORS MEETING NOTICE AND AGENDA

DATE & TIME: Friday, February 27, 2009, 8:00 – 10:00 a.m.
Please note the time change.

LOCATION: City of San Pablo, Council Chambers
13831 San Pablo Avenue (at Church Lane)
San Pablo, California

*Accessible by AC Transit lines #72 and #72R
Additional Parking is available in the City lot two blocks
south of City Hall at 13685 San Pablo Avenue*

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- 1. Call to Order and Self-Introductions – Chair Maria Viramontes**
 - 2. Public Comment.** The public is welcome to address the WCCTAC Board on any item that does not otherwise appear on the agenda. With a full agenda, comments may be limited to three minutes per speaker. Speakers shall follow the rules of common courtesy and decorum. *Please fill out a speaker card and hand it to the Chair/Staff.*

CONSENT CALENDAR

- 3. Meeting Minutes and Summary of the January 30, 2008 Board Meeting.** *(Attachment – Action)*
- 4. Meeting Summary of the February 12, 2009 Technical Advisory Committee (TAC) Meeting.** *(Attachment – Action)*
- 5. Staff Reports.** Staff reports from the Executive Director, Project Managers, and TDM Program Manager. *(Attachment – Action)*
- 6. Updates on State Budget and Federal Stimulus Package.** *(Attachment – Information)*

7. **Resolution 09-01, Allocation of Measure J Program 19b Additional Bus Service Enhancements.** Measure J Program 19b will provide 2.2 percent of annual sales tax revenues to enhance local bus service in West County. Staff requests approval of the Resolution 09-01, which allocates the funds 80 percent to AC Transit and 20 percent to WestCAT for FYs 2008-09, 2009-10, and 2010-11. *(Attachment – Action)*
8. **Comment Letter on SB 375 Draft Implementation Policies.** At the January meeting, the Board authorized staff to prepare a comment letter in support of the subject proposed policies. Staff worked with Director Abelson to prepare the comment letter, and requests the Board to authorize the Chair to sign the letter. *(Attachment – Action)*
9. **2009 Compensation Survey.** At the January meeting, the Board authorized the Executive Director to undertake a total compensation survey in preparation for the FY 2009-10 budget, and nominated an ad hoc committee consisting of Directors Abelson, Calloway, Gioia, and Wallace to oversee the effort. Staff requests the Board to authorize the ad hoc committee to authorize the Executive Director to enter into an agreement with a human resources consultant to conduct the survey for a fee not to exceed \$11,500 to be funded out of the Other Consulting Services line item. *(No Attachment – Action)*
10. **Use of Measure J Bus and Paratransit Enhancement Funds for Existing Services.** Several West County bus and paratransit operators have requested that they be able to use Measure J funds dedicated to enhanced services on existing services that are threatened to be cut as a result of the economic downturn and State budget cuts. This may require an amendment to Measure J language. Staff have requested the operators to provide detailed information on their proposed use of the funds. Staff requests the Board's approval to forward the information provided by the operators to CCTA for their legal determination as to how the request can be accommodated. *(Attachment – Action)*
11. **Proposed Action Plan Modifications.** Staff requests approval to modify the Draft West County Action Plan as follows: a) revise the limits for Richmond Parkway as a Route of Regional Significance to extend to I-580; and b) add an objective of partnering with TRANSPAC and TRANSPAN to develop a Corridor Management Plan for State Route 4 and add supporting actions. The proposed modifications have been approved by the TAC. *(Attachment – Action)*
12. **Lifeline Student Bus Pass Program – Amendment No. 1 to MOU with AC Transit.** Staff requests the Board's approval to amend the existing MOU with AC Transit to enable them to reimburse WCCTAC for the cost of WestCAT tickets provided under the program through the end of the 2008-09 school year. The proposed amendment results in no net fiscal impact on the program. *(Attachment – Action)*
13. **Caltrans Planning Grant – Support for Application from Alameda County CMA.** The Alameda County Congestion Management Agency (CMA) plans on submitting a Partnership Planning grant application to plan for improvements between the Port of Oakland and Martinez along the Central I-80 Trade rail corridor, and has requested a letter of support from WCCTAC. Staff requests the Board to authorize the Chair to sign a letter

to this effect. The TAC supports the application and has indicated as well a desire to be involved in the project, if awarded. (*Attachment – Action*)

14. **Caltrans Planning Grant – Potential West County Application.** The Statewide Transit Planning pot offers grants for studies on transit issues having statewide or multi-regional significance to assist in reducing congestion. Staff are in discussions with TAC members to identify potential applications from West County. An option that has been proposed by staff is a transit investment strategic plan, which could evaluate existing and planned transit and transit-related initiatives in West County to identify opportunities for enhanced cooperation and develop strategies to promote connectivity. If a project can be developed, staff would prepare an application for the Board's review and approval at the March meeting. The maximum grant amount is \$300,000. Applications are due to Caltrans on April 1. (*Attachment – Action*)
15. **Mid-Year Budget and Work Plan Amendments.** The budget item is carried over from the December and January meetings. Staff has conducted a historical review of the WCCTAC budget and fund balances as requested by the Board. Staff seeks approval to revise the FY 2009 budget to add items that were omitted from the adopted budget and to adjust the Lifeline grant amount for the Student Bus Pass Program. Staff also seeks approval to amend the FY 2009 work plan to defer development of an expenditure plan for the Taxi Safety and Accessibility funds and investigation of the benefits and feasibility of obtaining non-profit status. (*Attachment – Action*)

DISCUSSION ITEMS

16. **Comment Letter on Draft Regional Transportation Plan – Concerns Regarding Proposed Regional High Occupancy Toll (HOT) Lanes Network, including HOT Lanes on I-80.** At the January meeting, the Board authorized staff to prepare a comment letter stating concerns about the construction of HOT lanes along I-80. CCTA staff have since notified the WCCTAC Chair and staff of the possibility of advancing the construction of HOT lanes on I-80 between State Route 4 and the Carquinez Bridge, which could be done in concert with the planned construction of the eastbound HOV lanes in late 2009. Chair Viramontes convened a meeting to give clearer direction to staff on the Board's concerns. Staff has prepared a draft letter for the Board's review and approval. Comments are due to MTC on March 2. (*Christina Aienza – Attachment – Action to be Determined*)
17. **Draft 2009 Countywide Comprehensive Transportation Plan (CTP) and Draft EIR.** CCTA has released the subject reports. The 2009 CTP focuses on implementing Measure J, and refines the Authority's vision, goals, and strategies for managing the impacts of growth and improving mobility in the County. Comments on the Draft CTP and Draft EIR are due on April 6. Staff will review the plan and EIR, and present comments to the Board at the March meeting. The plan and EIR are also scheduled to be presented to the TAC at the March meeting. (*Martin Engelmann, CCTA – Attachments – Information*)

18. Subregional Transportation Mitigation Fee Program (STMP):

- a. **Next Steps for Program Development.** This item is carried over from the December meeting. Staff seeks direction from the Board or an ad hoc committee for the development of financing and implementation plans for the program, in particular with respect to the following: 1) significant changes to the adopted projects; 2) lower-than-expected revenues; 3) erratic receipts; and 4) lack of an intermediate allocations policy. *(Christina Atienza – Attachment – Action to be Determined)*
- b. **BART Request for Matching Funds to Lifeline Grant for Richmond Intermodal Station – Resolution 09-02.** BART was awarded \$744,800 in Lifeline Transportation Program funds for access improvements at the Richmond BART station, contingent on a 20 percent local match in the amount of \$186,200. BART capital reserves, which was the originally proposed source for the local match, is no longer available. BART requests that the local match be provided out of the STMP funds that are currently programmed to the Richmond Intermodal Station. There are sufficient funds in the STMP to cover the requested amount. Staff seeks the Board’s approval to allocate the funds to BART so as to avail of the Lifeline grant award. *(Christina Atienza – Attachment – Action).*

19. Measure J Low-Income Student Bus Pass Program:

- a. **Initial Program Development.** Measure J provides about \$450,000 per year for the program – a fivefold increase from the funds obtained from the Lifeline Transportation Program grant. Staff requests the Board to nominate an ad hoc committee to guide the development of the program under Measure J, in particular with respect to the following: 1) eligibility criteria; 2) distribution between West Contra Costa and John Swett Unified School Districts; 3) level of subsidy for AC Transit versus WestCAT tickets; and 4) overall program administration. *(Joanna Pallock – No Attachment – Action)*
- b. **City of Richmond Request for Potential Use of Measure J Program 21b Funds to Offset Forgiveness of West Contra Costa Unified School District’s (WCCUSD’s) \$3.7 Million Voluntary Integration Program (VIP) Debt – Resolution 09-03.** The City of Richmond on January 2009 authorized the Richmond City Manager to work with WCCUSD to seek forgiveness of WCCUSD’s VIP debt by requesting technical legislation to offset the debt forgiveness with Program 21b funds to be spent annually on WCCUSD school children beginning in the 2009-10 school year, subject to the approval of WCCTAC and the Contra Costa Transportation Authority (“CCTA”). Approval of the request will not affect WCCTAC’s ability to deliver the program funded with Program 21b funds as approved by the voters; and Program 21b funds will be used to subsidize bus fares for low-income students whether or not the proposed VIP credit is approved. *(Christina Atienza – Attachment – Action)*

- 20. 2009 Board Retreat.** New leadership on both the Board and staff, new Board members, the uptick of several major initiatives, and the recent devastating blow to transit funding present an opportunity to confirm WCCTAC's mission, goals, and objectives, and strategically plan how to accomplish the mission. Staff requests authorization to retain a professional facilitator to help plan for and conduct a Board retreat on Saturday, April 11 or another date as appropriate. Staff estimates a budget not to exceed \$4,000 to be funded out of the Other Consulting Services line item. (*Christina Atienza – Attachment – Action*)

STANDING AGENDA ITEMS

21. Correspondence/Other Information:

- a. **Incoming:**
 - Letter from CCTA dated February 19 re Items Approved by the Authority on February 18, 2009
- b. **Outgoing:**
 - None
- c. **Workshops/Conferences/Events:**
 - None

22. WCCTAC Board and Staff Comments:

- a. Board Member Comments, Conference/Meeting Reports (AB 1234 Requirement), and Announcements
- b. Legal Counsel Comments and Announcements
- c. Executive Director Comments and Announcements

23. Other Business

- 24. Adjourn.** Next meeting is Friday, March 27, 2009 at 8:00 a.m.

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- In compliance with the Americans with Disabilities Act of 1990, if you need special assistance to participate in the WCCTAC Board meeting, or if you need a copy of the agenda and/or agenda packet materials in an alternative format, please contact Nancy Cuneo at 510.215.3035 prior to the meeting.
 - If you have special transportation requirements and would like to attend the meeting, please call WCCTAC (see phone number above) at least 48 hours in advance to make arrangements.
 - Please refrain from wearing scented products to the meeting, as there may be attendees susceptible to environmental illnesses.
 - Please turn off all cellular phones and pagers during the meeting.
 - A meeting sign-in sheet will be circulated at the meeting. Sign-in is optional.