

MEETING NOTICE AND AGENDA

WEST CONTRA COSTA

TRANSPORTATION ADVISORY COMMITTEE

BOARD OF DIRECTORS MEETING

FRIDAY, JUNE 27, 2008

7:30 AM to 9:30 AM (approximately)

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 at 13685 San Pablo Avenue

- *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 at least 48 hours prior to the meeting so that your request can be handled.*
- *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.*

1. Call to Order and Self-Introductions – Chair Sharon Brown

2. Public Comment – Please fill out a speaker card and hand it to the Chair/Staff

At this time, the public is welcome to address the WCCTAC on any item, which 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.

******* CONSENT CALENDAR *******

3. Minutes, Sign-In Sheet, and Meeting Summary from the May 30, 2008 Board Meeting – ATTACHMENTS

The minutes, sign-in sheet, and meeting summary from the May 30, 2008 meeting are attached.

Staff Recommendation: Receive and approve the May 30, 2008 minutes, sign-in sheet, and meeting summary.

4. Staff Reports – ATTACHMENTS

Staff reports from the Interim Executive Director, Project Managers, and Transportation Project Specialist for May are attached.

Staff Recommendation: Receive and accept the reports.

5. Hilltop Road/I-80 Interchange Construction Schedule – ATTACHMENT

Caltrans is preparing a bridge replacement project on Interstate 80 at Hilltop Drive Overcrossing. During the bridge demolition and falsework (night work only), Hilltop Drive will be closed to accommodate I-80 thru traffic. Caltrans most recently held a meeting with local public works departments and traffic engineers on June 25th, to plan appropriate public outreach and technical strategy.

Staff Recommendation: For information only.

6. Appropriation of funds to pay Contra Costa Health Services in the amount of \$10,046.50 for services rendered in FY06-07 and invoiced in May 2008 – ATTACHMENT

Contra Costa Health Services traditionally bills WCCTAC for program services related to the Street Smarts campaign, which is funded as a line item on the WCCTAC budget, in a timely fashion, allowing payment to be made prior to the closing of the fiscal year accounting period. However, due to time constraints CCHS was unable to bill prior to the FY end.

Staff Recommendation: Direct staff to appropriate funds and pay the Contra Costa Health Services from the agency fund balance for FY06-07

7. West Contra Costa Unified School District (WCCUSD) Safe Routes to School – Summary of Potential Funding Application – ATTACHMENT

Nancy Baer and Shannon Ladner-Beasley from Contra Costa Health Services Department are coordinating an application to CalTrans/Federal Safe Routes to School Program (SRTS). The application will focus on all of the WCCUSD middle schools and two Richmond elementary schools. WCCTAC sponsorship is required for submittal of this application, and will be compensated at 15% to 18% for administrative oversight.

Staff Recommendation: Approve sponsorship request and direct staff to collaborate on application preparation and submittal.

******* END OF CONSENT ITEMS *******

9. Board Member Comments, Conference/Meeting Reports (AB 1234 Requirement), and Announcements – 2 minutes per Board Member

10. Legal Counsel Comments and Announcements – Up to 5 minutes

11. Executive Director Search Update – Staff – 10 minutes

Chair Sharon Brown and Interim Executive Director Mike Sakamoto will report.

Staff Recommendation: Board discussion and action as appropriate.

12. Appointment of Personnel Subcommittee Alternate – Staff – 15 minutes

The Personnel Subcommittee is scheduled to review the applicant packets received in response to the above named recruitment process on July 16, 2008; and interview candidates on July 21, 2008. Maria Viramontes is unavailable on July 21, and an alternate could be named. The other members of the subcommittee are Sharon Brown, Roy Swearingen, and Joe Wallace.

Staff Recommendation: Receive nominations for the position and appoint an alternate for the July 21, 2008 candidate interview.

13. **Support request from WestCAT for interim funding solution using funds in the Measure J “Ferry Service in West County” Project. - ATTACHMENT – Staff – 20 minutes**

Staff has received a request from WestCAT on June 18, 2008 asking for support for their request to CCTA for an interim funding solution for the next three years in order to provide improved levels of bus transit service in West County.

Mr. Charlie Anderson, General Manager of WestCAT, noted that it is the intention of WestCAT to repay the Measure J Ferry Service project from future Measure J bus transit funding that is dedicated to WestCAT for the West County region.

Staff Recommendation: After review, consider support for the WestCAT request to CCTA seeking funding for bus operations for FY08-09 through FY10-11 with funds to be taken from the Ferry Project in Measure J for that portion of funds reserved for West County Ferry Service.

14. **WCCTAC FY 08-09 Budget and Related Items – Staff – SEPARATE ATTACHMENT – 30 minutes**

The WCCTAC Board received background information and staff’s recommendation at the April 2008 meeting. Subsequently, the budget documents were distributed to the member agencies requesting comments by June 13; and, since no comments were received, staff requests that the Board approve the FY 08-09 budget and related documents, and direct staff to invoice the member agencies for the dues.

The following documents are in the Separate Attachment for this agenda item and include:

1. Memo of April 25, 2008 regarding WCCTAC dues and STMP (“Developer Impact Fees”) for San Pablo Avenue O & M.
2. Staff Report from April 18, 2008 with background and staff recommendation that the recommended budget for FY 08-09 remain the same as the FY 07-08 budget.
3. Resolution 08-01 Adopting the Budget, Dues Structure, and Related Items, as outlined in the Resolution.
4. WCCTAC Scope of Work for FY 07-08 and “WCCTAC Current and Upcoming Projects/Project Management” and “Meetings that Staff Attend on Behalf of West County.”
5. WCCTAC Comprehensive Budget and TSM Budget.

Staff Recommendation: (1) approve the FY 07-08 Budget and the Adopting Resolution (08-01), and direct staff to invoice the member agencies for the dues; (2) and/or Board action as appropriate.

15. Release of Second Draft of West County Action Plan Update – SEPARATE ATTACHMENT – 40 minutes

CCTA Staff will present the SECOND DRAFT West County Action Plan, and review comments from the WCCTAC Technical Advisory Committee.

Staff Recommendation: Approve release of Second Draft of West County Action Plan.

16. Correspondence/Other Information:

Incoming:

Email from Tom Butt, with copy of letter from Juan Acosta, Government Affairs Director
Letter to Steve Heminger from Gene Skoropowski, Capital Corridor, with accompanying documents, on the STP ruling and the issue between UPRR and BNSF.

Outgoing:

Letter to Federal Transit Administration, with copy of AC Transit staff report

Newspaper Articles (From the Bay Area News Group Except Where Noted):

“Richmond Officials approve restrictions on Chevron refinery;” 06.07.08

“Richmond looks at updating regulations as interest from biofuel developers grows;”
06.09.08

“How-to guide to a cheaper commute;” 06.11.08

“Point Molate Casino Gets Fast-Track Status;” Berkeley Daily Planet; 06.12.08

“Support for gas tax hike drops with higher fuel prices;” 06.19.08

“No one rides for free;” 06.19.08

Workshops/Conferences:

17. Other Business

ADJOURN TO NEXT MEETING:

July 25, 2008