

MEETING NOTICE AND AGENDA

DATE & TIME: September 23, 2022 • 8:00 AM – 10:00 AM

REMOTE ACCESS:

<https://us02web.zoom.us/j/7321058840?pwd=c1dMVjJyd1BoYk0yYWVlZWVlWHZ4Zz09>

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, Norma Martinez-Rubin, Rita Xavier, Tom Butt, Demnlus Johnson, Eduardo Martinez, Paul Fadelli, John Gioia, Jovanka Beckles, Maureen Powers, and Lateefah Simon 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=c1dMVjJyd1BoYk0yYWVlZWVlWHZ4Zz09>

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.

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.** *(Demnlus Johnson III – 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 July 22, 2022 and August 31, 2022 Board Meetings.** *(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 August 2022. *(Attachment; Information only).*
6. **Payment of Invoices over \$10,000.** \$14,000 for Clipper Cards for the TDM Try Transit Program *(No attachment; Information only).*
7. **AB 361 Resolution to Continue Teleconferenced Meetings.** AB 361 allows the Board to continue meeting virtually during a State of Emergency upon the Board making certain findings that meeting in person would present imminent risks to the health or safety as attendees. Resolution No 22-18 provides the necessary findings for the Board of Directors and TAC to continue meeting virtually. *(Attachment; Recommended Action: Adopt Resolution 22-18).*

REGULAR AGENDA ITEMS

8. **Executive Director Compensation.** The WCCTAC Board appointed an Ad Hoc Committee in Feb 2022 to conduct a performance review of the Executive Director. The Committee shared its finding with the full WCCTAC Board in July 2022. The Board authorized the Ad Hoc Committee to negotiate the Executive Director's compensation. The Committee is recommending a one-step increase (5%) to begin on October 1, 2022. *(Kris Kokotaylo, WCCTAC Counsel; Recommended Action: Approve Resolution 22-19).*
9. **Amendments to Paid Holiday Schedule.** WCCTAC staff recently reviewed its schedule of paid holidays and compared it to those of its nine member agencies. Staff is recommending adding Juneteenth and a floating holiday, while removing Columbus Day and New Year's Eve. The total number of paid holidays, including floating holidays, would remain at 14. *(John Nemeth, WCCTAC Staff; Recommended Action: Approve Resolution 22-20 amending the WCCTAC paid holiday schedule).*
10. **Richmond Ferry Update.** The Richmond Ferry is managed by the Water Emergency Transportation Authority (WETA), with operating funds provided by Measure J. In October 2021, WETA staff provided an update on the Ferry's status. At the time, the WCCTAC Board suggested that WETA return in the following year to provide another update. *(Kevin Connolly and Thomas Hall, WETA; Recommended Action: Information only).*
11. **Local Match for I-80 / San Pablo Dam Road Interchange Grant Request.** The Contra Costa Transportation Authority (CCTA) and Caltrans are applying for grant funding for Phase 2 of the I-80 / San Pablo Dam Road Interchange project. Staff from CCTA will provide background information on this project and the grant application process. WCCTAC staff is recommending that the Board commit \$500,000 to the project as a local match using either Measure J 28b funds or STMP funds. *(Hisham Noemi, CCTA Staff and John Nemeth, WCCTAC Staff; Recommended Action: Approve Resolution 22-21).*
12. **Travel Training Program Update and Funding Allocation.** WCCTAC Staff will provide an overview of the activities of the Travel Training Program since May. Staff is also proposing an allocation of \$28,000 in Measure J 28b funds to continue the program through June 30, 2023. *(Joanna Pallock, Janet Bilbas, and John Nemeth, WCCTAC Staff; Recommended Action: Approve Resolution 22-22).*

STANDING ITEMS

13. **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

14. General Information Items.

- a. Letter to CCTA Executive Director with July 22, 2022 Summary of Board Actions
- b. Acronym List

15. Adjourn. Next regular meeting is: October 28, 2022 @ 8:00 a.m. in the El Cerrito City Hall Council Chambers, located at 10890 San Pablo Avenue, El Cerrito

- 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: July 22, 2022**

MEMBERS PRESENT: Demnlus Johnson III, Chair (Richmond); Paul Fadelli, Vice-Chair (El Cerrito); Chris Kelley (Hercules); Norma Martinez-Rubin (Pinole); Chris Peeples (AC Transit), Rita Xavier (San Pablo), Tom Butt (Richmond), Eduardo Martinez (Richmond)

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

ACTIONS LISTED BY: Valerie Jenkins

Meeting Called to Order: 8:00 am

Public Comment: None

CONSENT CALENDAR

Motion by ***Director Peoples***; seconded by ***Director Kelley***, to approve Consent Calendar.

Yes- D. Johnson III, P. Fadelli, N. Martinez-Rubin, R. Xavier, C. Kelley, C. Peoples, T. Butt, E. Martinez,

No- None

Abstentions- None

Motion passed unanimously

Item #3. *Approved* minutes of May 27, 2022, Board Meeting.

Item #4. *Received* monthly update on WCCTAC activities.

Item #5. *Received* financial reports for May 2022.

Item #6. *Received* reporting of payment of invoices over \$10,000 (None).

Item #7. *Adopted* Resolution 22-08 to continue tele-conferenced meetings under AB361.

Item #8. *Approved* FY23 Measure J 19b allocations for AC Transit and WestCAT.

Item #9. *Adopted* Resolution 22-09 to use a purchase order to buy AC Transit bus passes for the TDM Pass2Class program.

Item #10. *Adopted* Resolution 22-10 to authorize the Executive Director, or designee, to execute all Restricted Grant Agreements and any amendments with Caltrans, relating to a Richmond Parkway study grant.

Item #11. *Adopted Resolution 22-11 relating to* WCCTAC's Fiscal Year 2023 Work Program, Budget, and Dues.

REGULAR AGENDA ITEMS

ITEM/DISCUSSION	ACTION
<p>Item #12 Developer Request to Reclassify STMP Fee Land Use Category for Project at 6055 Giant Road, Richmond, CA</p>	<p>Leah Greenblat, of WCCTAC Staff, shared background information about an appeal of STMP fees in Richmond for a project at 6065 Giant Road. She noted that the developer requested that a warehouse be categorized as “other” rather than “industrial”. She also noted that WCCTAC staff supported the City of Richmond staff’s original designation.</p> <p>Steve Arthur, Ridgeline Property Group, spoke in favor on changing the land use designation.</p> <p>Motion by Director Butt, 2nd by Director Beckles; to deny the request to reclassify the STMP Fee Land Use Category for the project at 6055 Giant Road, Richmond, CA.</p> <p>Yes- D. Johnson III, P. Fadelli, N. Martinez-Rubin, R. Xavier, C. Kelley, C. Peeples, M. Powers, J. Beckles, T. Butt, L. Simon No- None Abstention- None Motion passed</p>
<p>Item #13 Updated Salary Schedule for FY 2023</p>	<p>John Nemeth, WCCTAC Executive Director, presented an updated salary schedule for WCCTAC employees that would reflect a cost-of-living increase of 3.5%, that would go into effect for FY2023.</p> <p>Motion by Director Kelley; seconded by Director Xavier, to update the WCCTAC salary schedule to reflect a 3.5% cost of living adjustment for FY 2023.</p> <p>Yes- D. Johnson III, P. Fadelli, N. Martinez-Rubin, R. Xavier, C. Kelley, C. Peeples, M. Powers, J. Beckles, T. Butt, L. Simon No- None Abstention- None Motion passed unanimously</p>

<p>Item #14 WCCTAC Compensation Review</p>	<p>John Nemeth, WCCTAC Executive Director, shared information from an in-house compensation review. He explained that WCCTAC's overall compensation was comparable to peer agencies for three positions. He noted, however, that two positions could be better aligned with peers if two additional salary steps were added to both positions.</p> <p>Motion by Director Martinez; seconded by Director Xavier, to Direct staff to return with formal changes to the WCCTAC salary structure for two positions, the TDM Program Manager and the Transportation Manager positions.</p> <p>Yes- D. Johnson III, P. Fadelli, N. Martinez-Rubin, R. Xavier, C. Kelley, C. Peeples, M. Powers, J. Beckles, T. Butt, L. Simon No- None Abstention- None Motion passed unanimously</p>
<p>Item #15 WCCTAC Board Meeting Format</p>	<p>Discussion Only</p> <p>John Nemeth, WCCTAC Executive Director, sought board input on the format (virtual, physical and/or hybrid) of meetings for the remainder of the calendar year and in 2023. The Board's direction was to continue virtual meetings for the remainder of the calendar year and consider the format of 2023 meetings in December.</p>
<p>Item #16 TDM Program Update</p>	<p>Information Only</p> <p>Coire Reilly, of WCCTAC Staff, provided an update on the TDM program's current work in West County, as well as a look ahead for FY 2023.</p>

Meeting Adjourned: 9:48am

**West Contra Costa Transportation Advisory Committee
Board of Directors Special Meeting
Meeting Minutes: August 31, 2022**

MEMBERS PRESENT: Demnlus Johnson III, Chair (Richmond); Paul Fadelli, Vice-Chair (El Cerrito); Chris Kelley (Hercules); Norma Martinez-Rubin (Pinole); Rita Xavier (San Pablo), Jovanka Beckles (AC Transit), Chris Peeples (AC Transit alternate)

STAFF PRESENT: John Nemeth, Kris Kokotaylo (Legal Counsel)

ACTIONS LISTED BY: Valerie Jenkins

Meeting Called to Order: 8:00 am

Public Comment: None

REGULAR AGENDA ITEMS

ITEM/DISCUSSION	ACTION
Item #3 AB 361 Resolution to Conduct Teleconferenced Meetings.	Motion by Director Kelley , 2 nd by Director Xavier ; to approve Resolution 22-17 to continue to conduct teleconferenced meetings. Yes- D. Johnson III, P. Fadelli, N. Martinez-Rubin, R. Xavier, C. Kelley, J. Beckles No- None Abstention- None Motion passed

Meeting Adjourned: 8:05am

TO: WCCTAC Board

DATE: September 23, 2022

FR: John Nemeth, Executive Director

RE: Monthly Update on WCCTAC Activities

The Travel Training Program's Re-emergence



Despite some lingering pandemic worries, the return of travel training has been embraced by local jurisdictions, senior service providers, and most importantly, the local senior community. WCCTAC staff members, Janet Bilbas and Joanna Pallock, have led over 10 outings and information workshops since the re-start of the program in the late spring, involving about 172 participants. The eagerness of West County seniors to get on transit and learn about local transportation options now resembles the enthusiasm levels that preceded the pandemic. Staff will provide an update to WCCTAC Board at its September 23rd Board meeting. The update will also seek Board concurrence to continue the program through the end of the current fiscal year.

CCTA Board Retreat



The Contra Costa Transportation Authority (CCTA) hosted a Board Retreat on September 15 and 16, 2022 at the Don Tatzin Community Hall in Lafayette. Participants included CCTA Commissioners, CCTA staff, CCTA's on-call consultants, RTPC Directors, Transit Agency General Managers and staff, and local jurisdictional staff. The participants discussed five key transportation topics in small groups, including: the Future of Roads, the Future of Transit, Transportation Equity, Sustainability and Climate Change, and Technology and Innovation.

Elected attendees from West County included: CCTA Chair and WCCTAC Director, Chris Kelley, CCTA Commissioner and WCCTAC Director, Tom Butt, and CCTA Alternate and WCCTAC Director, Paul Fadelli. Staff participants included John Nemeth (WCCTAC), Rob Thompson (WestCAT), Nathan Landau (AC Transit), Jared Ruggles (El Cerrito), Jean Clark (San Pablo), and Mike Roberts (Hercules).

Keeping Up with STMP

With the start of the new fiscal year, participating STMP jurisdictions have now all updated their fee schedules to reflect the annual adjustment to fees. This year, due to inflation in construction costs, the STMP fees increased by 9.8%.

Additionally, WCCTAC staff is getting ready to close the books on FY 21-22 receipts. Some participating jurisdictions' reporting forms show no reportable development occurring within FY 21-22. Other jurisdictions reported considerable development, but WCCTAC is still awaiting the receipt of the collected STMP fees.

Earlier this month, the WCCTAC TAC discussed possible updates to the STMP Administrative Guidelines to respond to recent inquiries from local staff. Following the collection of all comments from the TAC, WCCTAC staff plans to bring a final draft to the TAC for its review in the fall. Per the STMP ordinance, once the TAC reviews and the WCCTAC Executive Director authorizes edits, any forthcoming revisions will be distributed to the participating jurisdictions staff for implementation.

Pass2Class has Biggest Year Ever



Pass2Class is 511 Contra Costa's annual program that provides two months of free bus passes (in West County, either AC Transit or WestCAT), at the beginning of the school year to encourage students (grades 1 through 12) to take transit to school. This year was Pass2Class's biggest year ever, serving 1,584 students throughout West County, a 23% increase from last year's 1,287 participants. The program's application process opens each summer and, according to our evaluations, have been successful in encouraging students to take transit to school, instead of driving or being dropped-off.

San Pablo Ave Multimodal Corridor Study, Phase 2 Presentations

Following a presentation to the WCCTAC Board in May, WCCTAC staff and the study's consultant began a round of outreach to elected officials and members of the public. At the end of June, WCCTAC staff presented the current study findings to the Richmond City Council. Subsequently, Richmond and AC Transit staff invited WCCTAC to attend their Interagency Liaison Committee (ILC) between two Richmond City Council members and two AC Transit Board members to provide for additional discussion. In July, WCCTAC and its consultant gave presentations to the El Cerrito and San Pablo City Councils, as well as the AC Transit Board of Directors. In the near future, staff will bring a summary of this feedback to the WCCTAC Board, along with options for possible next steps.

Try Transit Seeing Increase in Participation

Try Transit, the 511 Contra Costa program that provides commuters with a preloaded \$25 Clipper Card for pledging to try taking transit instead of driving alone, has seen a large increase in participation recently. Since the beginning of the fiscal year, on July 1, the program has mailed out 573 Clipper cards. By comparison, the program last year had mailed out around 150 cards. Application and program qualifications can be found here: www.511cc.org/trytransit



try transit

Richmond Parkway Study Starts Rolling

WCCTAC and its partners, the City of Richmond and Contra Costa County, applied to Caltrans and received a \$562,650 grant to evaluate and make recommendations for improving bicycle and pedestrian infrastructure, transportation safety, transit access, public health and air quality along the Richmond Parkway corridor. The effort will also develop strategies for minimizing the negative impacts of speeding, collisions, neighborhood cut-through truck traffic, and localized pollution.

Currently, WCCTAC staff is working with Caltrans to finalize the grant agreement. Staff is also developing a request for proposals (RFP) for consulting services which is expected to come before the WCCTAC Board in October.

General Ledger Monthly Budget Report



User: DelenaL
Printed: 9/13/2022 12:00:57 PM
Period 02 - 02
Fiscal Year 2023

Account Number	Description	Adopted	Budget Adjustments	Adjusted	YTD Actual	Variance	Encumbered	Available	% Avail
7700	WCCTAC Operations								
770-7700-41000	Salary	0.00	0.00	0.00	54,270.42	-54,270.42	0.00	-54,270.42	0.00
770-7700-41200	PERS Retirement	0.00	0.00	0.00	53,601.07	-53,601.07	0.00	-53,601.07	0.00
770-7700-41310	Medical Insurance	0.00	0.00	0.00	6,079.05	-6,079.05	0.00	-6,079.05	0.00
770-7700-41311	Retiree Healthcare	0.00	0.00	0.00	358.85	-358.85	0.00	-358.85	0.00
770-7700-41400	Dental	0.00	0.00	0.00	369.25	-369.25	0.00	-369.25	0.00
770-7700-41800	LTD Insurance	0.00	0.00	0.00	380.68	-380.68	0.00	-380.68	0.00
770-7700-41900	Medicare	0.00	0.00	0.00	783.52	-783.52	0.00	-783.52	0.00
770-7700-41904	Life Insurance	0.00	0.00	0.00	144.15	-144.15	0.00	-144.15	0.00
770-7700-41912	Unemployment Insurance	0.00	0.00	0.00	119.00	-119.00	0.00	-119.00	0.00
770-7700-43500	Salary and Benefits	0.00	0.00	0.00	116,105.99	-116,105.99	0.00	-116,105.99	0.00
770-7700-43501	Office Supplies	0.00	0.00	0.00	238.45	-238.45	0.00	-238.45	0.00
770-7700-43501	Postage	0.00	0.00	0.00	728.74	-728.74	0.00	-728.74	0.00
770-7700-43520	CopiesPrintingShippingXerox	0.00	0.00	0.00	228.02	-228.02	0.00	-228.02	0.00
770-7700-43600	Professional Services	0.00	0.00	0.00	8,977.77	-8,977.77	0.00	-8,977.77	0.00
770-7700-43900	RentBuilding	0.00	0.00	0.00	3,549.41	-3,549.41	0.00	-3,549.41	0.00
	Service and Supplies	0.00	0.00	0.00	13,722.39	-13,722.39	0.00	-13,722.39	0.00
	Expense	0.00	0.00	0.00	129,828.38	-129,828.38	0.00	-129,828.38	0.00
7700	WCCTAC Operations	0.00	0.00	0.00	129,828.38	-129,828.38	0.00	-129,828.38	0.00
7720	WCCTAC TDM								
772-7720-41000	Salary	0.00	0.00	0.00	25,170.08	-25,170.08	0.00	-25,170.08	0.00
772-7720-41200	PERS Retirement	0.00	0.00	0.00	34,525.26	-34,525.26	0.00	-34,525.26	0.00
772-7720-41310	Medical Insurance	0.00	0.00	0.00	3,317.08	-3,317.08	0.00	-3,317.08	0.00
772-7720-41400	Dental Insurance	0.00	0.00	0.00	194.53	-194.53	0.00	-194.53	0.00
772-7720-41800	LTD Insurance	0.00	0.00	0.00	129.49	-129.49	0.00	-129.49	0.00
772-7720-41900	Medicare	0.00	0.00	0.00	364.58	-364.58	0.00	-364.58	0.00
772-7720-41904	Life Insurance	0.00	0.00	0.00	34.89	-34.89	0.00	-34.89	0.00
	Salary and Benefits	0.00	0.00	0.00	63,735.91	-63,735.91	0.00	-63,735.91	0.00
772-7720-43500	Office Supplies	0.00	0.00	0.00	1,160.36	-1,160.36	0.00	-1,160.36	0.00
772-7720-43501	TDM Postage	0.00	0.00	0.00	1,698.74	-1,698.74	0.00	-1,698.74	0.00
772-7720-43520	CopiesPrintingShippingXerox	0.00	0.00	0.00	193.00	-193.00	0.00	-193.00	0.00
772-7720-43600	Professional Services	0.00	0.00	0.00	7,136.88	-7,136.88	0.00	-7,136.88	0.00
772-7720-43900	RentBuilding	0.00	0.00	0.00	3,549.43	-3,549.43	0.00	-3,549.43	0.00
772-7720-44000	Special Department Expenses	0.00	0.00	0.00	4,662.66	-4,662.66	59,976.00	-64,638.66	0.00
772-7720-44320	TravelTraining Staff	0.00	0.00	0.00	725.00	-725.00	0.00	-725.00	0.00

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Account Number	Description	Adopted	Budget Adjustments	Adjusted	YTD Actual	Variance	Encumbered	Available	% Avail
7720	Service and Supplies Expense WCCTAC TDM	0.00	0.00	0.00	19,126.07	-19,126.07	59,976.00	-79,102.07	0.00
7730	STMP	0.00	0.00	0.00	82,861.98	-82,861.98	59,976.00	-142,837.98	0.00
7730-7730-44000	Special Department Expense	0.00	0.00	0.00	82,861.98	-82,861.98	59,976.00	-142,837.98	0.00
7740	Service and Supplies Expense STMP	0.00	0.00	0.00	275,396.71	-275,396.71	0.00	-275,396.71	0.00
7740	WCCTAC Special Projects	0.00	0.00	0.00	275,396.71	-275,396.71	0.00	-275,396.71	0.00
7740-7740-44000	Special Department Expense	0.00	0.00	0.00	275,396.71	-275,396.71	0.00	-275,396.71	0.00
7740	Service and Supplies Expense WCCTAC Special Projects	0.00	0.00	0.00	275,396.71	-275,396.71	0.00	-275,396.71	0.00
Expense Total		0.00	0.00	0.00	488,197.57	-488,197.57	59,976.00	-548,173.57	0

**WEST CONTRA COSTA TRANSPORTATION ADVISORY COMMITTEE
RESOLUTION NO. 22-18**

**RESOLUTION FINDING THAT THERE IS A PROCLAIMED STATE OF
EMERGENCY; FINDING THAT MEETING IN PERSON WOULD PRESENT
IMMINENT RISKS TO THE HEALTH OR SAFETY OF ATTENDEES AS A
RESULT OF THE STATE OF EMERGENCY; AND AUTHORIZING REMOTE
TELECONFERENCED MEETINGS OF THE LEGISLATIVE BODIES OF THE
WEST CONTRA COSTA TRANSPORTATION ADVISORY COMMITTEE FOR
THE 30 DAY PERIOD BEGINNING SEPTEMBER 23, 2022 PURSUANT TO AB 361**

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, all WCCTAC meetings are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend, participate, and watch WCCTAC's legislative bodies conduct their business; and

WHEREAS, on March 4, 2020, Governor Newsom declared a State of Emergency to make additional resources available, formalize emergency actions already underway across multiple state agencies and departments, and help the State prepare for a broader spread of the novel coronavirus disease 2019 ("COVID-19"); and

WHEREAS, On March 17, 2020, in response to the COVID-19 pandemic, Governor Newsom issued Executive Order N-29-20 suspending certain provisions of the Ralph M. Brown Act in order to allow local legislative bodies to conduct meetings telephonically or by other means; and

WHEREAS, as a result of Executive Order N-29-20, staff set up virtual meetings for all WCCTAC Board meetings and meetings of all WCCTAC legislative bodies; and

WHEREAS, on June 11, 2021, Governor Newsom issued Executive Order N-08-21, which, effective September 30, 2021, ends the provisions of Executive Order N-29-20 that allows local legislative bodies to conduct meetings telephonically or by other means; and

WHEREAS, on September 16, 2021, Governor Newsom signed AB 361 (2021) which allows for local legislative bodies and advisory bodies to continue to conduct meetings via teleconferencing under specified conditions and includes a requirement that the WCCTAC Board make specified findings. AB 361 (2021) took effect immediately; and

WHEREAS, the WCCTAC Board of Directors previously made the finding that the presence of COVID-19 and the increase of cases due to the Delta variant would present

imminent risks to the health or safety of attendees at WCCTAC Board meetings and meetings of WCCTAC's other legislative bodies, including the Board and staff, should the Board hold and permit in person meetings; and

WHEREAS, AB 361 (2021) requires that the Governor declare a State of Emergency pursuant to Government Code section 8625; and

WHEREAS, AB 361 (2021) further requires that state or local officials have imposed or recommended measures to promote social distancing, or, requires that the legislative body determines that meeting in person would present imminent risks to the health and safety of attendees; and

WHEREAS, such conditions now exist in WCCTAC's jurisdiction, specifically, Governor Newsom has declared a State of Emergency due to COVID-19; and

WHEREAS, since issuing Executive Order N-08-21, the highly contagious Delta and Omicron variants of COVID-19 have emerged, causing an increase in COVID-19 cases throughout the State and Contra Costa County; and

WHEREAS, the Centers for Disease Control and Prevention ("CDC") continues to recommend physical distancing of at least 6 feet from others outside of the household and the Contra Costa County Health Officer strongly recommends online meetings and distancing; and

WHEREAS, the highly contagious Omicron variant and sub-variants have resulted in the greatest nationwide infection rate since the beginning of the COVID-19 pandemic; and

WHEREAS, because of the rise in cases due to the Omicron variant and sub-variants of COVID-19, the WCCTAC Board of Directors are concerned about the health and safety of all individuals who intend to attend WCCTAC Board meetings and meetings of WCCTAC's other legislative bodies; and

WHEREAS, the WCCTAC Board of Directors hereby finds that the presence of COVID-19 and the increase of cases due to the Omicron variant and sub-variants would present imminent risks to the health or safety of attendees, including the legislative bodies and staff, should WCCTAC's legislative bodies hold in person meetings; and

WHEREAS, WCCTAC shall ensure that its meetings comply with the provisions required by AB 361 (2021) for holding teleconferenced meetings.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the West Contra Costa Transportation Advisory Committee as follows:

1. The above recitals are true and correct, and incorporated into this Resolution.
2. In compliance with AB 361 (2021), and in order to conduct teleconference meetings without complying with the usual teleconference meeting requirements of the Brown Act, the WCCTAC Board of Directors makes the following findings:

- a) The WCCTAC Board of Directors has considered the circumstances of the state of emergency; and
- b) The state of emergency, as declared by the Governor, continues to directly impact the ability of the WCCTAC Board of Directors and WCCTAC's legislative bodies, as well as staff and members of the public, from meeting safely in person; and
- c) The CDC continues to recommend physical distancing of at least six feet due to COVID-19 and the Contra Costa County Health Officer strongly recommends online meetings and distancing. As a result of the presence of COVID-19 and the increase of cases due to the Delta and Omicron variants, meeting in person would present imminent risks to the health or safety of attendees, the legislative bodies and staff.

3. The WCCTAC Board of Directors and WCCTAC's legislative bodies may meet remotely in compliance with AB 361, in order to better ensure the health and safety of the public.

AYES:

NOES:

ABSTAIN:

ABSENT:

By: _____
Demnlus Johnson III, Chair

Attest:

John Nemeth, Executive Director

Approved as to Form:

Kristopher J. Kokotaylo, General Counsel

**WEST CONTRA COSTA TRANSPORTATION ADVISORY COMMITTEE
RESOLUTION NO. 22-19**

**ESTABLISHING REVISED TERMS OF COMPENSATION
FOR JOHN C. NEMETH, EXECUTIVE DIRECTOR**

WHEREAS, the Board of Directors of the West Contra Costa Transportation Advisory Committee (“WCCTAC”) appointed John C. Nemeth to the position of Executive Director of WCCTAC to serve for and during the pleasure of the Board of Directors, effective January 21, 2014; and

WHEREAS, the Board of Directors of WCCTAC is authorized to approve the Executive Director’s compensation; and

WHEREAS, Executive Director of WCCTAC, John C. Nemeth was initially compensated at the “Step 3” level upon his appointment; and

WHEREAS, on October 23, 2015, the Board of Directors of WCCTAC approved a revision to the terms of compensation to John C. Nemeth to compensate John C. Nemeth at the “Step 4” level, retroactively effective on July 1, 2015; and

WHEREAS, on January 27, 2017, the Board of Directors of WCCTAC approved a revision to the terms of compensation to John C. Nemeth to compensate John C. Nemeth at the “Step 5” level, retroactively effective on January 1, 2017; and

WHEREAS, on May 25, 2018, the Board of Directors of WCCTAC approved a revision to the terms of compensation to John C. Nemeth to compensate John C. Nemeth at the “Step 6” level, retroactively effective on July 1, 2018; and

WHEREAS, the Board of Directors of WCCTAC has designated Chair Demnlus Johnson, Vice Chair Paul Fadelli, and Board Member Chris Kelley to serve as labor negotiator to negotiate a revised compensation mutually acceptable to John C. Nemeth and the Board of Directors; and

WHEREAS, the Board of Directors and John C. Nemeth have negotiated mutually acceptable terms of compensation to revise John C. Nemeth’s compensation as Executive Director at the “Step 7” level; and

WHEREAS, the Board of Directors desires to confirm the revised terms of John C. Nemeth’s compensation and as WCCTAC’s Executive Director effective as of October 1, 2022.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the West Contra Costa Transportation Advisory Committee does hereby approve a revision to the terms of compensation for John C. Nemeth as Executive Director from “Step 6” to “Step 7” at the compensation amount outlined as “Step 7” in Exhibit A, attached hereto, effective as of October 1, 2022.

The foregoing Resolution was adopted by the WCCTAC Board at a regular meeting on September 23, 2022 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

By: _____
Demnlus Johnson III, Chair

Attest:

John Nemeth, Executive Director

Approved as to Form:

Kristopher J. Kokotaylo, General Counsel

WEST CONTRA COSTA TRANSPORTATION ADVISORY COMMITTEE

Monthly Salary Schedule

Fiscal Year 2022-2023

JOB CLASS	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
Executive Director	13068	13720	14406	15128	15882	16677	17512
Transportation Planning Manager	8878	9322	9787	10277	10792	11332	11898
Project Manager	8878	9322	9787	10277	10792		
TDM Program Manager	7583	7962	8361	8780	9218	9679	10163
Administrative Assistant	5328	5617	5903	6190	6477		
Travel Training Coordinator (temp, part-time)	\$35-\$50 per hour						

TO: WCCTAC Board

DATE: September 23, 2022

FR: John Nemeth, Executive Director

RE: Amendments to Paid Holiday Schedule

REQUESTED ACTION

Approve Resolution 22-20 which amends the WCCTAC paid holiday schedule to add a floating holiday and Juneteenth and remove Columbus Day and New Year's Eve.

DISCUSSION

WCCTAC's paid holidays are defined in its Personnel Policies Manual and include: New Year's Day, Martin Luther King Day, Presidents Day, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans Day, Thanksgiving Day, Day After Thanksgiving, Christmas Eve, Christmas Day, and New Year's Eve. WCCTAC employees also have one floating holiday.

Staff recently compared WCCTAC's paid holiday schedule to each of the nine WCCTAC member agencies, along with the Contra Costa Transportation Authority (CCTA) and Alameda County Transportation Commission (ACTC). At 14 paid holidays total, WCCTAC is roughly in line with peer agencies and staff is not recommending any net increase.

It is common for WCCTAC members agencies to have more than one floating holiday. In fact, the average number of floating holidays for WCCTAC members agencies is 2.1. CCTA and ACTC each offer 3 floating holidays. To be more consistent with peer agencies, and to allow for greater employee flexibility, staff is recommending the addition of a second floating holiday.

Additionally, there are now at least three WCCTAC member agencies with Juneteenth as a paid holiday, including El Cerrito, Hercules, and San Pablo. Staff recommends that this holiday be added at WCCTAC, as well.

To keep the number of paid holidays at 14, staff recommends the removing Columbus Day and New Year's Eve. Each of these paid holidays are now relatively uncommon among WCCTAC member agencies. Only two offer Columbus Day and only two offer New Year's Eve.

All current WCCTAC staff members prefer these proposed changes to the status quo. The Executive Director is seeking Board approval to make these amendments to the Personnel Policies Manual. The effective date for the change would be January 1, 2023.

Attachment

Resolution 22-20

**WEST CONTRA COSTA TRANSPORTATION ADVISORY COMMITTEE
RESOLUTION NO. 22-20**

**AMENDING AND REVISING THE WEST CONTRA COSTA
TRANSPORTATION ADVISORY COMMITTEE PERSONNEL POLICIES
MANUAL TO REMOVE CERTAIN HOLIDAYS AND ADD OTHER HOLIDAYS**

WHEREAS, the West Contra Costa Transportation Advisory Committee (“WCCTAC”) establishes and maintains a personnel policies manual (“Personnel Policies”), which is subject to periodic review and amendment.; and

WHEREAS, pursuant to the Personnel Policies, WCCTAC employees currently have 14 paid holidays consisting of New Year’s Day, Martin Luther King Day, Presidents Day, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans Day, Thanksgiving Day, Day After Thanksgiving; Christmas Eve, Christmas Day, New Year’s Eve; and one floating holiday.

WHEREAS, the WCCTAC Executive Director has reviewed the holiday schedule relative to each of the nine WCCTAC members agencies; and

WHEREAS, this review has revealed that the total number of holidays is generally consistent with peers but that the holidays provided pursuant to the Personnel Policies different from most agencies; and

WHEREAS, this review has also revealed that Columbus Day and New Year’s Eve are relatively uncommon holidays while the majority of agencies provide more than one floating holidays and more agencies are adding Juneteenth as a paid holiday; and

WHEREAS, staff recommends amending the Personnel Policies to remove Columbus Day and New Year’s Eve as paid holidays and add a floating holiday and Juneteenth as paid holidays which results in no net increase in holidays; and

WHEREAS, the WCCTAC Board of Directors have considered the proposed amendments to the Personnel Policies and determined that the amendments are appropriate.

NOW THEREFORE, BE IT RESOLVED THAT:

1. That the Board of Directors of the West Contra Costa Transportation Advisory Committee does hereby amend the Personnel Policies to remove Columbus Day and New Year’s Eve as paid holidays and add a floating holiday and Juneteenth as paid holidays; and
2. The Executive Director is authorized to make any necessary revisions to the Personnel Policies to reflect this change, in a form approved by the General Counsel.
3. The effective date of the amendments to the Personnel Policies is January 1, 2023.

The foregoing Resolution was adopted by the WCCTAC Board at a regular meeting on September 23, 2022 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

By: _____
Demnlus Johnson III, Chair

Attest:

John Nemeth, Executive Director

Approved as to Form:

Kristopher J. Kokotaylo, General Counsel

TO: WCCTAC Board

DATE: September 23, 2022

FR: John Nemeth, Executive Director

RE: Local Match for I-80 / San Pablo Dam Road Interchange Grant Request

REQUESTED ACTION

Receive presentation. Approve Resolution 22-21 which authorizes the use of \$500,000, in either Measure J 28b or STMP funds, to serve as a local match for the CCTA/Caltrans grant application for \$24M in state funds for Phase 2 of the I-80 / San Pablo Dam Road Interchange Project.

DISCUSSION

The I-80 / San Pablo Dam Road Interchange Project is a key priority for CCTA, WCCTAC, and the City of San Pablo, and was specifically included in the Measure J Expenditure Plan. Due to the project size and available funding, the project was split into two phases. The first phase was completed in 2017 at a cost of \$42.5 million and included the following improvements: relocation of the El Portal Drive on-ramp to westbound I-80 to the north, extension of the auxiliary lane along westbound I-80 between the San Pablo Dam Road off-ramp and El Portal Drive on-ramp, and reconstruction of the Riverside Avenue pedestrian over-crossing, making room for the improvements planned for the second phase.

The second phase has a current cost estimate of \$88M and is not funded at this time. It will reconstruct the on- and off-ramps to San Pablo Dam Road, replace the existing over-crossing with a 6-lane structure with wide sidewalks and shoulders, eliminate the poor weaving operations along WB I-80 between San Pablo Dam Road and McBryde Avenue by constructing a one-way access road west of I-80, realign Amador Street, and add sidewalks where currently missing. The new San Pablo Dam Road over-crossing structure will provide standard vertical clearance and standard shoulders on I-80. In summary, the project will replace outdated infrastructure, improving safety, traffic operations, and accessibility for alternate modes.

To access funding for Phase 2, CCTA and Caltrans are jointly applying for \$24M in the Trade Corridors Enhancement Program (TCEP) category of Senate Bill 1 (SB1) to complete the design and right of way phase of the project. Since Caltrans is co-nominating the project (1 of 15 statewide and 1 of 4 in the Bay Area), the requirement to provide 30% local match (or \$7.2 million) is waived.

Although a local match is not required, the application will still benefit from the inclusion of some local match funding to show a local commitment to the project. After discussions with both CCTA staff and the WCCTAC TAC, staff is proposing that WCCTAC commit \$500,000 to the match, which could either come from Measure J 28b funds, or STMP funds. WCCTAC does not

need to commit to the source now.

As of September 30, 2022, WCCTAC will have \$927,000 in uncommitted Measure J 28b funds available. The I-80/San Pablo Dam Road Interchange project is also eligible for STMP funds. If WCCTAC has a STMP Call for Projects in the future, and the WCCTAC Board chooses to make STMP funds available to the project, those funds could replace, and free-up, the committed Measure J 28b funds. The funding application is due on October 20, 2022. We will know by June 2023 if the project gets selected by the CTC for funding.

Attachment

Resolution 22-21

**WEST CONTRA COSTA TRANSPORTATION ADVISORY COMMITTEE
RESOLUTION NO. 22-21**

**AUTHORIZING THE USE OF MEASURE J PROGRAM 28b FUNDS TO PROVIDE
A LOCAL MATCH FOR THE CCTA/CALTRANS GRANT APPLICATION FOR
SENATE BILL 1 FUNDS FOR PHASE 2 OF THE I-80/SAN PABLO DAM ROAD
INTERCHANGE PROJECT**

WHEREAS, the I-80 / San Pablo Dam Road Interchange project (the “Project”) is a key priority for the West Contra Costa Transportation Advisory Committee (“WCCTAC”), the Contra Costa Transportation Authority (“CCTA”), and the City of San Pablo, and was specifically included in the Measure J Expenditure Plan; and

WHEREAS, the first phase of the Project was completed in 2017; and

WHEREAS, to access funding for Phase 2 of the Project, CCTA and Caltrans are jointly applying for \$24M in the Trade Corridors Enhancement Program (“TCEP”) category of Senate Bill 1 (“SB1”) to complete the design and right of way phase of the Project; and

WHEREAS, although a local match is not required, the application will still benefit from the inclusion of some local match funding to show local commitment to the Project; and

WHEREAS, staff recommends that WCCTAC commit \$500,000 to the local match; and

WHEREAS, the WCCTAC Board of Directors is authorized to program Measure J 28b funds for local transportation objectives; and

WHEREAS, the allocation and eventual disbursement of Measure J 28b funds would be contingent on a successful application for TCEP SB1 funds for the Project;

WHEREAS, WCCTAC could ultimately, with Board approval, substitute the Measure J Program 28b funds with Subregional Transportation Mitigation Program (STMP) funds, to provide the local match.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the West Contra Costa Transportation Advisory Committee:

1. Does hereby authorize the programming of Measure J Program 28b (Subregional Needs) funds to CCTA and Caltrans in the amount of \$500,000 to use as a local match in its application for \$24M in the TCEP category of SB1 to complete the design and right of way phase of the Project.

2. Retains the ability to substitute STMP funds, so long as they can be provided to and utilized in a timely way for a local match.

3. Does hereby authorize the Executive Director to take all actions necessary consistent with the intent of this Resolution.

The foregoing Resolution was adopted by the WCCTAC Board at a regular meeting on September 23, 2022 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

By: _____
Demnlus Johnson III, Chair

Attest:

John Nemeth, Executive Director

Approved as to Form:

Kristopher J. Kokotaylo, General Counsel

TO: WCCTAC Board

DATE: September 23, 2022

FR: Joanna Pallock, Program Manager

RE: Travel Training Program Update and Funding Allocation

REQUESTED ACTION

Receive presentation. Approve Resolution 22-22 authorizing the use of \$28,000 in Measure J 28b funds in to continue the travel training program through June 30, 2023, as described below.

DISCUSSION

Background

In late 2018, the WCCTAC Board approved the use of \$100,000 in Measure J 28b (flexible/sub-regional needs) funds to initiate a Travel Training Program in West Contra Costa based on recommendations from the West County Accessible Transportation Study. The program began in March 2019 and involved outreach to seniors and less abled residents to train them on how to use various modes of travel including transit, Uber/Lyft services, and paratransit. WCCTAC hired Janet Bilbas, a part-time retired annuitant, to serve as the Travel Training Coordinator, overseen by Joanna Pollack of WCCTAC staff.

The program was suspended in the Spring of 2020 with the onset of the COVID-19 pandemic. In April 2021, the Board approved staff's proposal to re-start the program on July 1, 2021 given that the Covid-19 situation appeared to be improving. Although funds remained from the initial allocation, the Board allocated an additional \$42,000 in Measure J 28b funds to ensure that the program would have the resources to run for a full fiscal year. Unfortunately, the emergence of the Delta and Omicron Covid variants made re-starting the program impossible.

In February 2022, the Board authorized staff to re-start the program in May 2022 and continue it until at least October 2022. As of May 2022, \$72,000 remained from the two previous allocations, which was more than sufficient to cover projected program costs through October. Staff will provide a PowerPoint overview of recent program activities at the September 23, 2022 Board meeting.

The Program Beyond October.

For the program to continue beyond October, there are two issues to address. First, WCCTAC must determine how the program will be staffed. Secondly, WCCTAC it must ensure that there are sufficient funds available to cover program costs.

WCCTAC's Travel Training Coordinator, Janet Bilbas, is a retired PERS annuitant, and a part-time, temporary employee. She lives in Southern California from October-April and is not available to return to this work in 2023.

Staff proposes that the loss of the Travel Training Coordinator be replaced by increasing Program Manager, Joanna Pallock's weekly work hours from 25 to 37.5, through June 30, 2023. Ms. Pallock is willing to make this change over the next nine months. She is very familiar with the Travel Training Program, having conceived it and having worked closely with the Travel Training Coordinator. Staff is also proposing the addition of a part-time, temporary intern through June 30, 2023.

The Board can re-evaluate the program in the Spring of 2023 and determine whether to continue it further. As mentioned to the Board previously, the County and CCTA are developing a centralized mobility management center, using some countywide Measure X (County sales tax) funding. A countywide travel training program could potentially be offered to West County residents in the future.

Staff will use Measure J 28b funds, that would have been used to compensate the Travel Training Coordinator, to compensate the Program Manager for the additional work time, and to compensate a potential intern.

At present there are \$31,500 in previously allocated Measure J 28b funds still available. Continuing the Travel Training Program through June 30, 2023 would require another allocation of Measure J 28b funds in the amount of \$28,000. Staff is recommending approval of the attached Resolution to allocate these additional Measure J 28b funds for the remainder of Fiscal Year 2023.

Attachment

Resolution 20-22

**WEST CONTRA COSTA TRANSPORTATION ADVISORY COMMITTEE
RESOLUTION NO. 22-22**

**AMENDING THE 2022-2023 FISCAL YEAR WCCTAC BUDGET TO PROVIDE AN
ADDITIONAL ALLOCATION OF MEASURE 28B FUNDS FOR THE TRAVEL
TRAINING PROGRAM**

WHEREAS, the Board of Directors of the West Contra Costa Transportation Advisory Committee (“WCCTAC”) is authorized to allocate Measure J 28b funds for local transportation objectives; and

WHEREAS, in order to continue the Travel Training Program through June 30, 2023 WCCTAC would need to allocate an additional \$28,000 in Measure J 28b funds to the Travel Training Program; and

WHEREAS, the Board of Directors of WCCTAC desires to continue the Travel Training Program through June 30, 2023 and amend the Budget to make the necessary allocation.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the West Contra Costa Transportation Advisory Committee:

1. Does hereby authorize an amendment to the Budget to provide for an additional allocation of \$28,000 in Measure J 28b funds for the Travel Training Program.

2. The Executive Director is authorized to make all approvals and take all actions necessary or appropriate to carry out and implement the intent of this Resolution.

The foregoing Resolution was adopted by the WCCTAC Board at a regular meeting on September 23, 2022 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

By: _____
Demnlus Johnson III, Chair

Attest:

John Nemeth, Executive Director

Approved as to Form:

Kristopher J. Kokotaylo, General Counsel

5194668.1



El Cerrito

Hercules

Pinole

September 14, 2022

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

RE: July 2022 WCCTAC Board Meeting Summary

Dear Tim:

The WCCTAC Board, at its meeting on July 22, 2022, took the following actions that may be of interest to CCTA:

1. Adopted Resolution 22-13 to Continue Teleconferenced Meetings under AB361.
2. Adopted Resolution 22-14 to authorize staff to add two salary steps to two of WCCTAC's positions.
3. Adopted Resolution No. 22-15, authorizing the Executive Director to execute a Cooperative STMP Funding Agreement with the EBRPD.
4. Approved FY 23 Measure J 20b allocations to El Cerrito, San Pablo, WestCAT, and the East Bay Paratransit Consortium.
5. Authorized the use of \$185,000 in TFCA Funds for TDM to be used for the El Cerrito Del Norte Complete Streets Improvement Program.
6. Approved the two-year, CCTA allocation of Measure 21b funds for the Student Bus Pass Program; and amend program guidelines to allow eligible middle school students to participate in the program.

If you have any questions, feel free to contact me.

Sincerely,

A handwritten signature in blue ink that reads "John Nemeth". The signature is fluid and cursive, written in a professional style.

John Nemeth
Executive Director

cc: Tarien Grover, CCTA

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
CBTP: Community Based Transportation Plan
CCTA: Contra Costa Transportation Authority
CEQA: California Environmental Quality Act
CIL: Center for Independent Living
CMAAs: 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 Authority