

El Cerrito

MEETING NOTICE AND AGENDA

DATE & TIME: Friday, February 28, 2020: 8:00 a.m. – 10:00 a.m.

Hercules

LOCATION: City of El Cerrito, Council Chambers
10890 San Pablo Avenue (at Manila Ave)
El Cerrito, California (Accessible by AC Transit #72, #72M & #72R)

Pinole

1. **Call to Order and Self-Introductions.** (Chris Kelley – Chair)
2. **Public Comment.** The public is welcome to address the Board on any item that is not listed on the agenda. *Please fill out a speaker card and hand it to staff.*

Richmond

CONSENT CALENDAR

San Pablo

3. **Minutes of January 24, 2020 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. **FY 2018-2019 STMP Annual Report.** WCCTAC staff prepared an annual summary of its activities related to its Subregional Transportation Mitigation Program as required by state law. During this time period, the WCCTAC Board adopted an update to the STMP. This report covers the conclusion of the 2006 program just prior to the start of the new program. (Attachment; Recommended Action: Receive report).

Contra Costa
County

AC Transit

REGULAR AGENDA ITEMS

BART

8. **Richmond Ferry – Additional Weekday Service Review and Customer Survey.** At its January meeting, the WCCTAC Board recommended to CCTA and WETA that Measure J 22b funds be provided to run weekend service on the Richmond Ferry from May through October of 2020. The Board also asked WETA staff to return in February to provide more details on the feasibility and cost of

WestCAT

expanding service during the mid-day/afternoon on weekdays. WETA staff will report back on its findings. If additional weekday service is feasible and potentially desired by the WCCTAC Board, staff can bring this item back to the Board at a later meeting for a potential formal recommendation to WETA and CCTA. At present there is not enough information available for staff to make a recommendation. WETA staff will also use this opportunity to provide conclusions gathered from their recent on-board customer survey. *(Kevin Connolly - WETA Staff, No Attachments; Recommended Actions: Receive information and provide feedback to WETA staff and/or direction to WCCTAC staff).*

9. **West Contra Costa Express Bus Implementation Plan – Adoption of Final Draft.** Since May 2018, WCCTAC and its project partners (AC Transit and WestCAT) have been working on the development of an express bus implementation plan. On January 17, 2020, WCCTAC released the Draft Plan. Staff will provide a summary of input received which has been reflected in the development of the Final Draft. *(Attachment provided separately; Recommended Action: Adopt February 2020 Final Draft Plan).*
10. **Update on the Hercules Regional Intermodal Transit Center (RITC).** The RITC is a key project in West County being constructed in phases. It includes a new rail stop on the Capitol Corridor line, bus and shuttle connections, and a potential ferry terminal. This rail stop was recently designated an official candidate station by the Capitol Corridor’s Board (CCJPA), which is a first step to being included in the service. WCCTAC has allocated \$1.75M in STMP funding to the City of Hercules for this project in the last few years. Staff from the City of Hercules will provide an overview and update on this project. *(Hercules Staff; No Attachment; Information Only).*
11. **Metropia Overview.** Metropia is an app developer conducting a Federal Highway Administration study in the I-80 corridor that’s focused on shifting single occupant car trips to green modes, such as transit and carpooling. At the January WCCTAC Board meeting, the Board approved a Memorandum of Understanding with Metropia and WCCTAC/511 Contra Costa, wherein 511 Contra Costa will provide Metropia with Air District grant funds (TFCA) to incentivize users to shift to greener commute modes. 511 Contra Costa will receive data and detailed results from the study. Staff will give an overview of the partnership and the upcoming study that runs until June 2020. *(Coire Reilly-WCCTAC Staff; No Attachment; Information Only).*

STANDING ITEMS

12. **Board and Staff Comments.**
 - a. Board Member Comments, Conference/Meeting Reports (AB 1234 Requirement), and Announcements

- b. Report from CCTA Representatives (*Directors Abelson & Butt*)
- c. Executive Director's Report

13. General Information Items.

- a. Letter to CCTA Executive Director with January 24, 2020 Summary of Board Actions
- b. Acronym List

14. Adjourn. Next regular meeting is: March 27, 2020 @ 8:00 a.m.
in the El Cerrito City Hall Council Chambers, located
at 10890 San Pablo Avenue, El Cerrito

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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.

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**West Contra Costa Transportation Advisory Committee
Board of Directors Meeting
Meeting Minutes:**

MEMBERS PRESENT: Chris Kelley, Chair (Hercules); Roy Swearingen, Vice-Chair (Pinole); Chris Peeples (AC Transit); Rita Xavier (San Pablo); Ben Choi (Richmond); Paul Fadelli (El Cerrito); John Gioia (Contra Costa County); Maureen Powers (WestCAT); Jael Myrick (Richmond)

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

ACTIONS LISTED BY: Valerie Jenkins

Meeting Called to Order: 8:03 am

Item #3 Election of Officers:

- a. **CCTA Representative (even-year term)**
Nomination of **Director Kelley** by **Director Swearingen**, Motion by **Director Gioia**, seconded by **Vice-Chair Swearingen**; Passed unanimously.
- b. **WCCTAC Chair**
Nomination of **Director Kelley** by **Director Swearingen**, Motion by **Vice-Chair Swearingen**, seconded by **Director Fadelli**; Passed unanimously.
- c. **WCCTAC Vice-Chair**
Nomination of **Director Roy Swearingen** by **Director Kelley**, Motion by **Chair Kelley**, seconded by **Director Peeples**; Passed unanimously.

CONSENT CALENDAR:

Motion to approved Items #4-8 below by ***Vice-Chair Swearingen***; seconded by ***Director Xavier***; Passed unanimously.

Item #4. *Approved:* Minutes for the December 13, 2019 Board Meeting.

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

Item #6. *Received:* Financial Reports: November and December 2019

Item #7. *Received:* \$11,452 to MarkOne Visual Communications
for WestCAT JX/JPX promotion mailer design and printing

Item #8. *Approved:* Memorandum of Understanding with Metropia.

REGULAR AGENDA ITEMS

ITEM/DISCUSSION	ACTION
Item #9 West Contra Costa Express Bus Implementation Plan: Draft Plan Review	<p>Information Only</p> <p>Leah Greenblat of WCCTAC Staff, and consultant Adam Dankberg of Kimley-Horn presented the Draft West County Express Bus Implementation Plan for the Board's review and input. The Board encouraged the use of zero emission buses for this service, voiced the need for safe and secure mobility hubs, and expressed a desire for high service frequencies. This item will return to the Board in February for final action.</p>
Item #10 Richmond Ferry Update and Request to Fund Weekend Service in 2020	<p>Kevin Connelly, of WETA staff, presented the Board with a status report on the Richmond Ferry. The Board was also asked to make a recommendation about weekend service in the summer of 2020. The Board formally recommended the use Measure J 22b funds to cover the operating costs for weekend service from May through October. The Board also requested more information on the possibility of adding a mid-day run on weekdays. WETA staff will return to the Board in February to review mid-day service options.</p> <p>Motion by Director Gioia; Seconded by Director Myrick to recommend Measure J 22b funding for ferry service on weekends between May 2020 and October 2020.</p> <p>Motion Passed.</p> <p>Yes - C. Kelley, J. Gioia, J. Myrick, R. Swearingen, C. Peeples, M. Powers, B. Choi, P. Fadelli, R. Xavier No - N/A</p>
Item #11 STMP Fees and Accessory Dwelling Units (ADUs)	<p>Leah Greenblat of WCCTAC staff, updated the Board on the SB 13, which governs how development fees can be applied to ADUs. Staff also sought the Board's direction on a proposal</p>

	<p>to change the Administrative Guidelines for the STMP program to exempt ADUs.</p> <p>Motion by Director Gioia and seconded by Director Xaier to modify the current STMP Administrative Guidelines to exempting ADUs from STMP fees.</p> <p>Motion Passed.</p> <p>Yes: J. Gioia, J. Myrick, R. Swearingen, C. Peebles, M. Powers, B. Choi, P. Fadelli, R. Xavier</p> <p>No: C. Kelley</p>
<p>Item #12</p> <p>Zipcar Overview</p>	<p>Information Only</p> <p>Staff from Zipcar and CCTA Program Director, Peter Engel, provided an overview of an OBAG grant-funded car sharing program in West Contra Costa County.</p>

Meeting Adjourned: 10:02 a.m.

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TO: WCCTAC Board
FR: John Nemeth, Executive Director
RE: Monthly Update on WCCTAC Activities

DATE: February 28, 2020

Local Press for the West County Express Bus Implementation Plan



Following the January WCCTAC Board meeting, staff focused on getting the word out about the availability of the Draft Express Bus Implementation Plan for review. In early February, staff and its consultant, Kimley-Horn, gave a presentation to the WestCAT Board of Directors and received feedback. On February 26, 2020 staff and its consultant will give a presentation to the AC Transit Board of Directors and gather their feedback as well. At the February WCCTAC Board meeting, staff will provide an overview of what was discussed at these two meetings. Staff is also thankful to its member agencies for helping to spread the word about the draft plan. On February 13th, the Daily California, UC-Berkeley's student paper, wrote a story about the Express Bus Implementation Plan, which can be found here: <https://www.dailycal.org/2020/02/03/west-contra-costa-county-express-bus-implementation-plan-aims-to-expand-bus-services/>

Capital Corridor Stop in Hercules

On February 12, 2020 the Capitol Corridor Board voted to give "candidate station" status to Hercules. This designation is a first step toward ensuring the Capitol Corridor train would stop at the Hercules Regional Intermodal Transit Center (RITC), which will combine a rail station with bus connections and a potential ferry link to San Francisco. In the last few years, the WCCTAC Board has allocated \$1.75 in STMP funds to the development of the RITC. At the February WCCTAC Board Meeting, a representative from Hercules will provide the Board with a status report on the project.

City of San Pablo Travel Training Outing to Emeryville

Staff recently led a group of seniors from San Pablo on a travel training excursion to Emeryville. This recent trip was a bit different than most, given the high number of participants with mobility devices. The challenges of getting on and off a bus with a scooter, or walker on wheels, requires extra time for the driver.



This outing involved rides on AC Transit. Staff appreciated the skill and patience of AC Transit drivers as customers learned about boarding and alighting a fixed route bus. Staff is now exploring a workshop with WestCAT focused just on clients with mobility devices. WestCAT has offered to take a bus out of service during non-peak hours and allow residents to practice getting on and off the bus. Staff will keep the Board posted on the dates for this potential workshop.

WestCAT JX and JPX Promotion

WCCTAC's TDM Program, 511 Contra Costa, partnered with WestCAT to provide free 31-day passes to new customers who were interested in trying out the JX and JPX WestCAT lines. The promotion, which ran from October 2019 to early February 2020, was successful in providing passes to 198 new WestCAT JX/JPX users and 10 passes which were raffled off to current JX/JPX users, as a "thank you" for using the routes.

The JX and JPX routes connect Hercules, Pinole, and the Richmond Parkway Transit Center to the El Cerrito Del Norte BART station. The promotion targeted commuters and marketing materials focused on commuting in the HOV lane on the bus. Initial ridership data from WestCAT looks promising, and staff hopes for a more complete picture of the promotion's effectiveness at increasing ridership in the next couple of months.

IT Network Improvements at WCCTAC

In late January and early February 2020, WCCTAC made a series of improvements to its office information technology (IT) network to replace aging equipment, improve cybersecurity, and allow for easier remote access. WCCTAC contracts with Nerd Crossing Inc., based in El Sobrante, for its IT needs and has a dedicated specialist, Jorge Vidrio.

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General Ledger Monthly Budget Report

User: kellys
Printed: 2/19/2020 1:16:31 PM
Period 01 - 07
Fiscal Year 2020



Account Number	Description	Adopted	Budget Adjustments	Adjusted	YTD Actual	Variance	Encumbered	Available	% Avail
7700	WCCTAC Operations								
7700-7700-41000	Salary	507,448.00	0.00	507,448.00	213,364.71	294,083.29	0.00	294,083.29	57.95
7700-7700-41200	PERS Retirement	0.00	0.00	0.00	54,098.80	-54,098.80	0.00	-54,098.80	0.00
7700-7700-41310	Medical Insurance	0.00	0.00	0.00	34,687.19	-34,687.19	0.00	-34,687.19	0.00
7700-7700-41311	Retiree Healthcare	0.00	0.00	0.00	1,079.68	-1,079.68	0.00	-1,079.68	0.00
7700-7700-41400	Dental	0.00	0.00	0.00	2,383.95	-2,383.95	0.00	-2,383.95	0.00
7700-7700-41500	Flexible Spending Account	0.00	0.00	0.00	3,070.00	-3,070.00	0.00	-3,070.00	0.00
7700-7700-41800	LTD Insurance	0.00	0.00	0.00	1,676.48	-1,676.48	0.00	-1,676.48	0.00
7700-7700-41900	Medicare	0.00	0.00	0.00	3,084.12	-3,084.12	0.00	-3,084.12	0.00
7700-7700-41901	Other Insurances	0.00	0.00	0.00	6,896.49	-6,896.49	0.00	-6,896.49	0.00
7700-7700-41902	FICA	0.00	0.00	0.00	161.82	-161.82	0.00	-161.82	0.00
7700-7700-41904	Life Insurance	0.00	0.00	0.00	487.99	-487.99	0.00	-487.99	0.00
7700-7700-41911	Liability Insurance	4,050.00	0.00	4,050.00	0.00	4,050.00	0.00	4,050.00	100.00
7700-7700-41912	Unemployment Insurance	0.00	0.00	0.00	189.00	-189.00	0.00	-189.00	0.00
	Salary and Benefits	511,498.00	0.00	511,498.00	321,180.23	190,317.77	0.00	190,317.77	37.21
7700-7700-43500	Office Supplies	4,000.00	0.00	4,000.00	4,524.72	-524.72	0.00	-524.72	-13.12
7700-7700-43501	Postage	1,800.00	0.00	1,800.00	1,210.07	589.93	0.00	589.93	32.77
7700-7700-43520	CopiesPrintingShippingXerox	4,050.00	0.00	4,050.00	1,917.99	2,132.01	0.00	2,132.01	52.64
7700-7700-43600	Professional Services	0.00	54,325.00	54,325.00	32,120.89	22,204.11	0.00	22,204.11	40.87
7700-7700-43900	RentBuilding	23,900.00	0.00	23,900.00	11,513.67	12,386.33	0.00	12,386.33	51.83
7700-7700-44000	Special Department Expenses	10,000.00	0.00	10,000.00	3,793.57	6,206.43	0.00	6,206.43	62.06
7700-7700-44320	TravelTraining Staff	5,000.00	0.00	5,000.00	2,289.87	2,710.13	0.00	2,710.13	54.20
	Service and Supplies	48,750.00	54,325.00	103,075.00	57,370.78	45,704.22	0.00	45,704.22	44.34
7700	Expense	560,248.00	54,325.00	614,573.00	378,551.01	236,021.99	0.00	236,021.99	38.40
	WCCTAC Operations	560,248.00	54,325.00	614,573.00	378,551.01	236,021.99	0.00	236,021.99	38.40
7720	WCCTAC TDM								
7720-7720-41000	Salary	310,450.00	0.00	310,450.00	112,473.40	197,976.60	0.00	197,976.60	63.77
7720-7720-41200	PERS Retirement	0.00	0.00	0.00	39,984.05	-39,984.05	0.00	-39,984.05	0.00
7720-7720-41310	Medical Insurance	0.00	0.00	0.00	21,750.67	-21,750.67	0.00	-21,750.67	0.00
7720-7720-41400	Dental Insurance	0.00	0.00	0.00	1,562.13	-1,562.13	0.00	-1,562.13	0.00
7720-7720-41800	LTD Insurance	0.00	0.00	0.00	729.28	-729.28	0.00	-729.28	0.00
7720-7720-41900	Medicare	0.00	0.00	0.00	1,621.81	-1,621.81	0.00	-1,621.81	0.00

Account Number	Description	Adopted	Budget Adjustments	Adjusted	YTD Actual	Variance	Encumbered	Available	% Avail
772-7720-41901	Other Insurances	0.00	0.00	0.00	2,930.57	-2,930.57	0.00	-2,930.57	0.00
772-7720-41904	Life Insurance	0.00	0.00	0.00	196.49	-196.49	0.00	-196.49	0.00
772-7720-41911	Liability Insurance	4,050.00	0.00	4,050.00	3,965.92	84.08	0.00	84.08	2.08
	Salary and Benefits	314,500.00	0.00	314,500.00	185,214.32	129,285.68	0.00	129,285.68	41.11
772-7720-43300	MembershipsSubscriptions	0.00	0.00	0.00	212.50	-212.50	0.00	-212.50	0.00
772-7720-43500	Office Supplies	1,000.00	0.00	1,000.00	13,248.62	-12,248.62	0.00	-12,248.62	-1,224.86
772-7720-43501	TDM Postage	0.00	0.00	0.00	333.63	-333.63	0.00	-333.63	0.00
772-7720-43502	TDM Postage	1,500.00	0.00	1,500.00	0.00	1,500.00	0.00	1,500.00	100.00
772-7720-43520	CopiesPrintingShippingXerox	22,500.00	0.00	22,500.00	7,357.98	15,142.02	0.00	15,142.02	67.30
772-7720-43600	Professional Services	40,000.00	28,000.00	68,000.00	51,396.56	16,603.44	0.00	16,603.44	24.42
772-7720-43900	RentBuilding	23,900.00	0.00	23,900.00	11,513.63	12,386.37	0.00	12,386.37	51.83
772-7720-44000	Special Department Expenses	125,647.00	0.00	125,647.00	123,378.65	2,268.35	0.00	2,268.35	1.81
772-7720-44320	TravelTraining Staff	2,200.00	0.00	2,200.00	1,811.18	388.82	0.00	388.82	17.67
	Service and Supplies	216,747.00	28,000.00	244,747.00	209,252.75	35,494.25	0.00	35,494.25	14.50
7720	Expense	531,247.00	28,000.00	559,247.00	394,467.07	164,779.93	0.00	164,779.93	29.46
	WCCTAC TDM	531,247.00	28,000.00	559,247.00	394,467.07	164,779.93	0.00	164,779.93	29.46
7730	STMP								
773-7730-41000	Salary	50,000.00	0.00	50,000.00	0.00	50,000.00	0.00	50,000.00	100.00
	Salary and Benefits	50,000.00	0.00	50,000.00	0.00	50,000.00	0.00	50,000.00	100.00
773-7730-44000	Special Department Expense	700,000.00	2,420,000.00	3,120,000.00	25,561.86	3,094,438.14	0.00	3,094,438.14	99.18
	Service and Supplies	700,000.00	2,420,000.00	3,120,000.00	25,561.86	3,094,438.14	0.00	3,094,438.14	99.18
7730	Expense	750,000.00	2,420,000.00	3,170,000.00	25,561.86	3,144,438.14	0.00	3,144,438.14	99.19
	STMP	750,000.00	2,420,000.00	3,170,000.00	25,561.86	3,144,438.14	0.00	3,144,438.14	99.19
7740	WCCTAC Special Projects								
774-7740-43500	Office Supplies	0.00	0.00	0.00	1,271.20	-1,271.20	0.00	-1,271.20	0.00
774-7740-43600	Professional Services	0.00	0.00	0.00	221,061.16	-221,061.16	0.00	-221,061.16	0.00
774-7740-44000	Special Department Expense	535,173.00	132,803.00	667,976.00	1,657.93	666,318.07	0.00	666,318.07	99.75
774-7740-44320	TravelTraining Staff	0.00	0.00	0.00	434.26	-434.26	0.00	-434.26	0.00
	Service and Supplies	535,173.00	132,803.00	667,976.00	224,424.55	443,551.45	0.00	443,551.45	66.40
7740	Expense	535,173.00	132,803.00	667,976.00	224,424.55	443,551.45	0.00	443,551.45	66.40
	WCCTAC Special Projects	535,173.00	132,803.00	667,976.00	224,424.55	443,551.45	0.00	443,551.45	66.40
Expense Total		2,376,668.00	0.00	5,011,796.00	1,023,004.49	3,988,791.51	0.00	3,988,791.51	0.7959

TO: WCCTAC Board

MEETING DATE: February 18, 2020

FR: Leah Greenblat, Project Manager

RE: **FY 2018-2019 STMP Annual Report**

REQUESTED ACTION

Receive the FY 2018-2019 STMP Annual Report.

BACKGROUND AND DISCUSSION

California Government Code Section 66006 specifies that for fees like the STMP, oversight agencies shall submit a public report to their board on an annual basis. WCCTAC staff has prepared a report, attached, covering FY 2018-2019 during which the 2006 program was in place, and WCCTAC was preparing for the transition to the 2019 STMP Update. The report identifies the amount of fee revenues collected as well as other information required by statute. Upon acceptance by the Board, WCCTAC staff will share the report with the City Managers of our member agencies and with the WCCTAC TAC.

ATTACHMENTS:

A. FY 2018-2019 STMP Annual Report

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FY 2018-2019 Annual STMP Report

California state law requires WCCTAC to provide an annual report on its Subregional Transportation Mitigation Program (STMP) as part of the Mitigation Fee Act, with certain information included, as follows:

i. A brief description of the type of fee in the account or fund.

The STMP is a mechanism for regional collaboration in West County. It was established to comply with the countywide Measures C and J Growth Management Program requirements for a mitigation program to fund improvements needed to meet the transportation demands resulting from growth. WCCTAC is a sub-regional transportation agency charged with administering the program to fund sub-regional transportation improvement projects in West Contra Costa County. WCCTAC's jurisdiction encompasses the western portion of Contra Costa County, including unincorporated areas as well as the cities of El Cerrito, Hercules, Pinole, Richmond and San Pablo.

ii. The amount of the fee.

In 2006, the WCCTAC Board adopted the current STMP program and fee schedule. The 2006 program permitted the indexing of the fee to account for inflation; however, there was not consistent indexing over time. The 2019 STMP Update reconciled these differences. Currently all West County jurisdictions collect fees as approved by the WCCTAC Board and its STMP member agencies in its Master Cooperative Agreement effective July 1, 2019.

FY 2018-2019 STMP Fees

Type of Fee	STMP Fee per Unit	STMP Fee per Square ft.
Single Family	\$ 2,595.00	
Multi Family	\$ 1,648.00	
Senior Housing	\$ 701.00	
Hotel (per room)	\$ 1,964.00	
Church		\$ 1.58
Retail		\$ 1.82
Office		\$ 3.51
Industrial		\$ 2.45
Storage Facility		\$ 0.53
Hospital		\$ 4.21
Other (per AM pk hr trip)	\$ 3,507	

FY 2019-2020 STMP Fees
(Provided for informational purposes only.)

Type of Fee	STMP Fee per Unit	STMP Fee per Square ft.
Single Family	\$ 5,439	
Multi Family	\$ 2,679	
Senior Housing	\$ 1,469	
Hotel (per room)	\$ 3,481	
Retail / Service		\$ 6.59
Office		\$ 8.72
Industrial		\$ 5.56
Storage Facility		\$ 0.76
Other (per AM pk hr trip)	\$ 7,350	

iii. **The beginning and ending balance of the account or fund.**

FY 2018-2019 STMP Fund Balances	
July 1, 2018 (beginning of FY)	\$3,305,972.41
June 30, 2019 (end of FY)	\$3,263,711.73

iv. **The amount of the fees collected and the interest earned.**

In FY 2018-19, WCCTAC received \$1,094,703 in STMP fees and earned \$65,497.99 in interest which is kept in the STMP account. (In FY 17-18 WCCTAC received \$2,605,925 in STMP fees. The reduction in revenue is attributable to less development occurring in unincorporated Contra Costa County in FY 18-19.)

v. **An identification of each public improvement on which fees were expended in the reporting fiscal year and the amount of the expenditures on each improvement.**

Expenditure	STMP Funds Expended
STMP Nexus Update	\$110,038
I-80/San Pablo Dam Rd.	\$436,000
BART: Del Norte Modernization Improvements	\$978,045
El Cerrito: Del Norte Area TOD	\$300,000
Total Expenditures	\$1,824,083

- vi. **An identification of an approximate date by which the construction of the public improvement will commence if the local agency determines that sufficient funds have been collected to complete financing on an incomplete public improvement, as identified in paragraph (2) of subdivision (a) of Section 66001 of the Government Code, and the public improvement remains incomplete.**

Current STMP Projects with Committed STMP Funds			
Project	Committed STMP Funds	Remaining STMP Funds Committed, as of 7/1/19	Approximate Date Construction Begins
STMP Nexus Study	\$250,000.00	\$997.50	N/A
Hercules Intermodal Transit Center	\$750,000	\$750,000	Not Provided
BART: Del Norte Modernization	\$507,261	\$507,261	Under Construction
County: San Pablo Dam Rd. Sidewalk Gap	\$270,000	\$270,000	Completed
Pinole: San Pablo Ave. Bridge Replacement Project	\$1,600,000	\$1,600,000	7/1/2023
Pinole: Bay Trail Gap Closure at Tennent Ave.	\$150,000	\$150,000	7/1/2023
Richmond: I-80/Central Ave. Ph. 2	\$700,000	\$700,000	3/1/2022

- vii. **A description of each interfund transfer or loan made from the account or fund, including the public improvement on which the transferred or loaned fees will be expended, and, in the case of an interfund loan, the date on which the loan will be repaid, and the rate of interest that the account or fund will receive on the loan.**

There were no loans during FY 2018-19. The sole interfund transfer was for \$36,289 or 2% of STMP funds disbursed for WCCTAC's administration of the program. The dollar amount is consistent with the percentage authorized by the 2008 STMP ordinance and Master Cooperative Agreement.

- viii. **The amount of refunds made pursuant to subdivision (e) of Section 66001 and any allocations pursuant to subdivision (f) of Section 66001.**

There were no refunds granted during FY 2018-19.

On June 22, 2019, a development in the City of Richmond was granted a STMP fee credit of \$119,370 for right-of-way dedication for the I-80/Central Ave. Interchange Project.

Under the 2005 STMP, two percent of STMP funds distributed annually may be allocated to WCCTAC for administrative expenses. In FY 2018-19, \$36,289 in STMP funds were allocated to WCCTAC for program administration expenses.



TO: WCCTAC Board

MEETING DATE: February 28, 2020

FR: Leah Greenblat, Project Manager

RE: **West Contra Costa Express Bus Implementation Plan: Adoption of Final Draft**

REQUESTED ACTION

Adoption of the February 2020 Final Draft of the West Contra Costa Express Bus Implementation Plan.

BACKGROUND AND DISCUSSION

Following the adoption of the West County High Capacity Transit Study, which contained a recommended project to expand express bus service, WCCTAC facilitated the inclusion of \$25 million in Regional Measure 3 funds for transit improvements along the I-80 corridor. To plan for the future implementation of express bus, WCCTAC applied for and received a Caltrans grant to develop a plan with its project partners, WestCAT and AC Transit.

On January 17, 2020 WCCTAC released the January 2020 Draft West Contra Costa Express Bus Implementation Plan. Since then, the draft plan was presented to the WCCTAC and WestCAT Board of Directors. Additionally, the AC Transit Board is to receive a presentation on February 26. At the February 28, 2020 Board meeting, WCCTAC staff will provide an update from that meeting.

Based on feedback received to date, the following modifications were incorporated into the Final Draft of the plan. These include:

- Inclusion of the equity analysis (presented to the WCCTAC Board 2/17/20)
- Description of Round 3 Outreach
- A zero-emission fleet goal
- Continuing support for improved operations of the HOV lane on I-80
- Interim improvements at Richmond Parkway Transit Center
- Refinement of Next Steps
- Additional text to improve clarity and usefulness of document

ATTACHMENTS:

- A. February 2020 Final Draft of the West Contra Costa Express Bus Implementation Plan (to be provided separately and available on the WCCTAC website)

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El Cerrito

Hercules

January 29, 2020

Pinole

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

RE: January 2020 WCCTAC Board Meeting Summary

Richmond

Dear Randy:

The WCCTAC Board, at its meeting on January 24, 2020 took the following actions that may be of interest to CCTA:

San Pablo

1. Election of Officers:
 - a. CCTA Representative (even year) Chris Kelley
 - b. WCCTAC Chair: Chris Kelley
 - c. WCCTAC Vice-Chair: Swearingen
2. Approved a Memorandum of Understanding with Metropia. WCCTAC/511 Contra Costa will partner with Metropia to use Air District grant funds (TFCA) for a detailed study focused on shifting trips to greener modes in the 1-80 corridor.
3. Recommended the use of Measure J 22b funds for weekend service on the Richmond Ferry from May through October of 2020.

Contra Costa
County

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

AC Transit

Sincerely,



John Nemeth
Executive Director

BART

cc: Tarien 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