

**West Contra Costa Transportation Advisory Committee
Meeting Minutes, 22 April 2011**

Members Present: Roy Swearingen, Chair (Pinole); Janet Abelson, Vice-Chair (El Cerrito); Genoveva Calloway (San Pablo); Tom Hansen (WestCAT); Don Kuehne (Hercules); Jeff Ritterman (Richmond); Joel Keller (BART). Absent: Courtland Boozé (Richmond); Tom Butt (Richmond); John Gioia (County); Joe Wallace (AC Transit).

Staff Present: Christina Atienza, Valerie Jenkins, Joanna Pallock, John Rudolph, Linda Young; Michael Rodriguez, Legal Counsel; Hisham Noeimi, CCTA

Location: San Pablo Council Chambers, 13831 San Pablo Avenue, San Pablo, CA 94806

1. Call to Order and Self-Introductions. *Chair Roy Swearingen* called the meeting to order at 8:02 a.m.

2a. Public Comment. *Bruce Beyaert, TRAC*, distributed flyers pertaining to the completion of a portion of a Bay Trail and invited everyone to the opening celebration on April 30, 2011. *Director Ritterman* thanked *Mr. Beyaert* for his championing and advocating for the Bay Trail. *Chair Swearingen* stated that this accomplishment is significant because the trail has been many years in the making.

2b. Change to Agenda: Add emergency item to agenda – Process for Selecting Proposed Projects and Programs for Safe Routes to Schools Funding. ACTION: *Vice-Chair Abelson* moved to add as Item 12a discussion and action on Safe Routes to School; *Director Ritterman* seconded; and passed unanimously. **DISCUSSION:** *Ms. Atienza* explained that staff is presenting this item because the agenda was distributed before CCTA approved the SR2S process; the process requires RTPC action before the next WCCTAC Board meeting.

CONSENT CALENDAR

ACTION: *Director Ritterman* moved to approve items 3-7; seconded by *Director Abelson*; and passed unanimously.

3. **Approve Minutes of March 25 Board Meeting, and Receive Summary of March 25th Board Meeting.**
4. **Program and Projects Status Report for April 2011.**
5. **Financial Report for March 2011.**
6. **Notice of Payment of Invoice Over \$10,000.**
7. **Approve Comment Letter to CCTA on Draft Guidelines for Measure J Transportation for Livable Communities (TLC) and Pedestrian, Bicycle and Trail Facilities (PBTF) Programs.**

DISCUSSION ITEMS

8a. Regional Transportation Plan (RTP) Call for Projects: Approve West County's Program and Project Submittals to CCTA and Project Priorities for the Financially Constrained Element.

ACTION: *Vice-Chair Abelson* moved to approve West County's Program and Project Submittals to CCTA and Project Priorities for the Financially Constrained Element; seconded by *Director Calloway*; and passed unanimously.

DISCUSSION: *Hisham Noeimi*, CCTA, provided an overview of the RTP and a handout listing the projects that are on the Financially Constrained, Committed, and Vision lists. *Ms. Atienza* stated that MTC requires all programs and projects in the RTP to have a public agency sponsor.

Chair Swearingen asked for clarification on the lists, including the potential for change, as the Board has looked at several versions of the lists in recent months. *Mr. Noeimi* said that the lists approved today would remain intact moving through the process, and other CCTA programmatic categories include projects that WCCTAC does not need to approve.

Director Ritterman asked for clarification regarding the two ferry projects in West County. *Mr. Noeimi* stated that both projects are on the Constrained List and neither city is precluded from competing for federal funds. *Chair Swearingen* observed that the two ferries could compete against each other for ferry funding.

Chair Swearingen asked for public comment on Item 8a. *Mr. Beyaert* suggested adding to the lists two Richmond and two East Bay Regional Parks District projects pertaining to completing Bay Trail gaps, and provided approximate cost estimates. *Mr. Noeimi* stated that the RTP contains a programmatic category in which these projects, that do not add capacity to the regional transportation system, are generally captured. *Ms. Atienza* referenced page 8a-3, and stated that nothing precludes a project that falls within the categories from competing for funding. *Ms. Atienza* explained that if the Board chooses to add projects at this time to the Financially Constrained list, the Board would exceed the assigned budget and would have to remove projects from the list.

Director Ritterman inquired whether the budget cap applies to the Vision list; *Mr. Noeimi* responded that it does not; and it would be prudent not to include programmatic projects in the Vision list. *Director Ritterman* said that given the budget and given the opportunity for Bay Trail projects to be included in the RTP in the programmatic categories, he would not at this time add the Bay Trail projects to the Financially Constrained list because another project already on that list might be dropped.

8b. Receive Public Input and Approve Transmittal of Proposed Projects to Potential Project Sponsors for Consideration.

ACTION: *Director Ritterman* moved to transmit suggested projects to the appropriate sponsoring agencies; seconded by *Director Hansen*; and passed unanimously.

DISCUSSION: *Chair Swearingen* invited the public to provide input. *Mr. Beyaert* distributed maps illustrating the Bay Trail and its gaps, including 19 separate projects in West County, and suggested adding the completion of specific portions of the Bay Trail in West County to the Vision list.

Chair Swearingen asked *Mr. Beyaert* if he could provide cost information for his proposed projects. *Ms. Atienza* stated that no cost information is needed at this time. The Board's recommended actions are to receive public input, and to approve transmittal of project ideas received April 13 and today to appropriate potential public agency sponsors.

Director Ritterman asked for more information on the proposed streetcar idea on Cutting Blvd., and said that CyberTran is proposing an elevated system on Cutting. *Ms. Atienza* said that she does not have more information on the publicly proposed projects, but she does have contact information on the people who proposed the projects, and this will be transmitted to potential sponsors.

9. Approve Agency Work Plan for FY-2011-12

ACTION: *Vice-Chair Abelson* moved to approve WCCTAC Work Plan for FY 2011-12; seconded by *Director Ritterman*; and passed unanimously.

DISCUSSION: *John Rudolph* provided an overview of the WCCTAC Work Plan for FY 2011-12, highlighting projects that had been completed or added since FY 2010-11.

Chair Swearingen asked if only one casino remains to be monitored, and *Mr. Rudolph* confirmed that the Sugar Bowl project may be the only casino still in development.

Vice-Chair Abelson inquired whether transition to the Clipper fare instrument in the Student Bus Pass Program had already been accomplished. *Ms. Atienza* said that the transition is incomplete because some students continue to use the paper passes, and a lot of work remains to be done before "transition" can be changed to "operational." The current effort is in fact a pilot stage. The hope is to transition all the students who are eligible for the bus pass into Clipper. *Vice-Chair Abelson* expressed concern with such a problematic ongoing program.

Ms.

Atienza stated that Hercules has requested \$300,000 in STMP advance for work on the Intermodal Transit Center. Members of the TAC had discussed using portions of the STMP to support applications for future grants, and this work would be brought to the Board at a future meeting. *Chair Swearingen* asked where the funding is coming from to move the ITC forward. *Ms. Atienza* stated that the Board would probably have a discussion next month on the STMP and on Hercules' request, but no action or discussion is contemplated at this time on that item.

Vice-Chair Abelson expressed appreciation for the detailed Work Plan and asked whether additional staff is necessary to complete so much work. *Vice-Chair Abelson* said that if staffing levels need to be increased, it would be useful to know now, or if there is more than enough staff, that too would be useful to know. *Ms. Atienza* confirmed that no additional staff is proposed beyond that which the Board has already authorized.

Director Ritterman thanked *Mr. Rudolph* for a great presentation, and asked why paratransit appears not to be on the Work Plan. *Ms. Atienza* said Item #2C includes paratransit though the item is labelled as “Transportation for Seniors and People with Disabilities,” which is the language of the Measure J Expenditure Plan.

12a. Process for Selecting Proposed Projects and Programs for Safe Routes to Schools Funding

ACTION: *Director Hansen* moved to direct the TAC to prepare a list of viable projects for the Subcommittee of *Directors Abelson* and *Calloway* to review and approve before the CCTA Board meeting on May 18; seconded by *Director Ritterman*; and passed unanimously.

DISCUSSION: *Ms. Atienza* referred to the handout and stated that CCTA, through MTC’s Climate Initiatives Program, has \$2.47m in federal CMAQ funds to allocate for Safe Routes to School (SR2S) programs and projects. West County’s share by formula is \$529,000; the formula is based on population and K-12 enrollment. *Ms. Atienza* explained the constraints on this funding source, and stated that WCCTAC would need to submit its proposed projects and/or programs to CCTA by May 18. Because the Board next meets on May 27, the recommended action today is to approve a process for approving the TAC’s recommendations before May 18.

Chair Swearingen stated that legal counsel assures him that a subcommittee can be authorized to make a decision on behalf of the Board. *Vice-Chair Abelson* stated that her preferred approach would be to develop a project that would spread the benefits among the different West County jurisdictions, such as bike racks at schools. *Chair Swearingen* clarified that the action now is to focus on and anticipate the May 18 deadline, and invited *Randy Iwasaki*, Executive Director of CCTA, to address the Board on this topic.

Mr. Iwasaki stated that the timeline is short and the opportunity constrained, and that he and staff would look at the TLC and bike/ped programs to relax the guidelines to help complete projects that might otherwise be proposed in this very constrained federal program. *Mr. Iwasaki* commended the Board on its adoption of the RTP lists, and thanked *Mr. Noemi* for his RTP efforts countywide.

Director Ritterman asked for clarification on how the \$529,000 might be distributed in West County. *Ms. Atienza* explained that the most viable potential project or program is one that is already “federalized,” that is, has an E-76, an expenditure authorization from Caltrans. *Director Ritterman* asked if the Board would need to meet twice in May or if the May 27 meeting would suffice. *Chair Swearingen* clarified that the deadline is May 18, so a special meeting would be necessary, or delegation to the Subcommittee.

Director Hansen asked if the Subcommittee would generate ideas for projects. *Ms. Atienza* stated that nothing precludes the Subcommittee from generating ideas but staff are currently working with the TAC on this; several project and program ideas are in the works. *Director*

Hansen recommended creating the Subcommittee and directing the TAC to prepare a list of viable projects to submit to the Subcommittee for its approval.

STANDING ITEMS

10. Correspondence/Other Information

a. Incoming

- April 13, from Hercules, Request for \$300,000 in STMP Funds for Hercules Intermodal Transit Center

b. Outgoing

- March 25, to AC Transit, Comments on Proposed Fare Policy
- March 31, to Cal Trans, Letter of Support for San Pablo's Environmental Justice Grant Application
- March 31, to Richmond, Comments on General Plan Draft EIR
- April 13, to AC Transit, Request to Postpone or Reconsider Closure of Opening Division 3 in Richmond

c. Workshops/Conferences/Events – None

11. Board and Staff Comments

a. Board Member Comments, AB 1234, and Announcements – None,

b. Report from CCTA representatives: *Vice-Chair Abelson* provided a report on the HOT lane tour of I-680, thanked CCTA and *Ms. Atienza* for arranging the tour, and described the HOT lane operation and control center in Oakland. *Chair Swearingen* added that the control center provides abundant data about the use of these lanes.

c. *Ms. Atienza* provided an update on the following items:

- The ICM Project will present at several city councils to obtain construction permits; staff is looking at how to integrate the ICM with the Smart Corridors project; a meeting with Caltrans operations staff is upcoming to make sure the integration occurs. *Vice-Chair Abelson* stated the Smart Corridors give priority to buses and provide pre-emption for emergency vehicles, and expressed concern in preserving these functions. *Ms. Atienza* stated that intersection “flush plans” are new to the ICM, and the signal priorities still need to be worked out. *Vice-Chair Abelson* underscored the life-safety priority for emergency vehicles. *Ms. Atienza* agreed, and said that one feature of the ICM is to extend transit priority northward.
- MTC will be requesting a letter of support from CCTA to CTC at end of 2012 for the proposed HOT lane backbone network.
- The Transit Enhancement Strategic Plan and the Wayfinding Plan are underway and three public workshops are scheduled for May in West County locations.
- There is much activity now concerning the Richmond Parkway Transit Center, and this will be brought to the Board at the appropriate time.

12. Other Business – None.

13. Adjourn. Next meeting is Friday, May 27, 2011 at 8:00 a.m.