

**West Contra Costa Transportation Advisory Committee
Meeting Minutes: May 25, 2012**

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

Staff Present: Christina Atienza, Valerie Jenkins, Joanna Pallock, Linda Young; Jen Faught, Legal Counsel; Matt Kelly, CCTA

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

1. **Call to Order and Self-Introductions.** *Chair Janet Abelson* called the meeting to order at 8:15 a.m. and asked everyone to introduce themselves.
2. **Public Comment.** None.
3. **Election of Second Alternate to CCTA.**

ACTION: *Director Boozé* nominated *Director Swearingen*. *Director Hansen* moved to approve, seconded by *Director Boozé* and passed unanimously.

DISCUSSION: *Chair Abelson* asked for clarification from legal counsel if the second alternate could step in for the first alternate if the latter needed to recuse themselves. Legal Counsel *Jennifer Faught* replied that a WCCTAC representative can recuse themselves and there is no need to substitute with an alternate unless the vote is frozen. *Ms. Atienza* stated the staff will pursue the information and provide further clarification. *Ms. Faught* stated the vote stands as is until or unless the review changes how a second alternate would function.

CONSENT CALENDAR

ACTION: *Executive Director Christina Atienza* asked to pull Item 7 from the consent calendar for discussion. *Director Calloway* moved to adopt Items 4,5,6 and 8 of the consent calendar; seconded by *Director Wilkins*; and passed unanimously.

4. **Minutes and Summary of Mar. 23 Board Meeting, Minutes of Mar. 8 & Apr. 12 TAC Meetings**
5. **Monthly Program and Projects Status Report**
6. **Financial Report for Mar. & Apr. 2012.**
7. **TAC Bylaws.** – *Pulled for discussion; see below*
8. **FY 2012-13 Expenditure Plan for the TFCA-Funded Elements of the Transportation Demand Management Program.**

DISCUSSION: *Director Swearingen* referred to Item 6 in the consent calendar and asked why WCCTAC pays for taxi cab service. *Ms. Atienza* explained that this is part of the TDM program's Guaranteed Ride Home (GRH) service for the countywide incentive program. *Director Swearingen* also asked if rental cars are used in the GRH program and the staff responded that Enterprise is contracted for their services to the GRH program under TDM.

TAC Bylaws – Item 7 pulled from Consent Calendar

ACTION: *Director Calloway* motioned to have staff bring the TAC bylaws back to the Board for final review after non-substantive changes are made, seconded by *Director Wilkins*; and passed unanimously.

DISCUSSION: *Ms. Atienza* asked if staff could be given permission to make non-substantive edits to the bylaws for clarification on when to notice technical meetings. She asked for approval of the bylaws without bringing the document to the Board. *Ms. Faught* explained that legal counsel can work on language to clarify bylaws. *Director Swearingen* asked that staff bring the revised document to the Board showing the revisions.

9. AB 2200 (Ma) Vehicles: High-Occupancy Vehicle Lanes

ACTION: *Director Ritterman* moved to approve the letter in the packet be sent as written and include additional letters to local representatives; seconded by *Director Hansen*. Ayes: *Calloway, Hansen, Ritterman, Abelson, Butt, Wilkins*. Noes: *Boozé and Swearingen*.

DISCUSSION: *Ms. Atienza* reviewed the handout containing letters of opposition and concern from CCTA regarding the proposed bill AB 2200. There is also a draft letter enclosed in the packet for the Board to review and if comfortable, send to Assembly member Fiona Ma. The WCCTAC letter outlines the negative impacts AB 2200 could have on the I-80 ICM program, transit service and the lack of a technical review by key stakeholders such as the CHP, MTC and Caltrans.

Director Boozé stated that he has received complaints about the lack of use in the HOV lane during the reverse commute times. He stated that people are paying taxes and not getting access to the full use of the freeway.

Director Butt asked if this proposed change is exempt from CEQA. *Ms. Atienza* stated that it does fall under the CEQA review process. *Director Butt* stated that this is all opinion based and there is no technical analysis to support either one of the HOV policies. He stated this is the same problem he had with supporting the I-80 ICM; there is not enough information.

AC Transit planner, *Nathan Landau*, approached the Board saying AC Transit opposes this proposed bill because it does impact transit negatively. WestCAT planner, *Rob Thompson*, also spoke against the proposed bill citing WestCAT's use of the HOV lanes during off-peak hours to transport employees of Bio-Rad from San Francisco to Hercules. *Director Boozé* asked *Mr. Landau* what document AC Transit has that shows this proposed change in hours for the HOV lane will create a problem for bus service. *Mr. Landau* stated that there has not been time to conduct a formal analysis and noted that it does not take much to throw off the schedule of a bus. *Director Boozé* said he could not vote on something without documentation.

CCTA staff, *Matt Kelly*, approached the Board to clarify CCTA's comments. Based on 2009 modeling of traffic in Contra Costa County, there will be a 15-40% travel growth in the next decade. *Chair Abelson* stated there is no technical study, and the Board's support of the bill would mean that support without the benefit of a study. *Mr. Kelly* stated Caltrans has a methodology but it was not part of this bill. *Chair Abelson* said it used 2002 data at the hearing and there are no current studies. *Director Butt* asked why CCTA supports the I-80 ICM which increases traffic and attracts more vehicles, while opposing this bill for the same reason. *Mr. Kelly* stated that CCTA does not support more traffic that is naturally growing, but supports managing the traffic and addressing safety issues.

Director Hansen stated that the current view and discussion is not the point. He stated that this has nothing to do with studies but everything to do with one legislator working outside the process to eliminate something she does not like. He concluded that the Board should oppose this bill for that reason alone.

Director Swearingen stated that he is not happy with the April 20 letter from WCCTAC because the Board had no input and it did not go through a full review process. He stated he could not vote on this because he has not brought this to his City Council.

Director Wilkins stated he opposes AB 2200 because it has no technical support and Oakland is full in the reverse direction, west county needs to think about everyone affected.

Director Ritterman agreed with *Director Wilkins* and *Director Hansen's* eloquent summary of the issue. He opposes AB 2200 and suggest staff include others in the outreach effort to block AB 2200.

Director Calloway agreed with *Director Hansen* and opposes this bill based on the lack of process.

Director Butt spoke in support of transit's concerns and stated that this is tough to figure out since there is not traffic in the reverse direction at 3:00.

Director Boozé asked how the April 20th letter went out from WCCTAC. *Ms. Atienza* stated that the letter outlined concerns, and did not state a specific position. *Director*

Boozé said the Executive Director should have emailed the Board before sending the letter and that he can't vote due to lack of information.

Director Swearingen stated that the April 20th letter was a gross injustice since it did not have Board review. He stated that there were no facts, just suppositions.

Chair Abelson said she sees Director Hansen's point that there is no technical process and the data is outdated. She noted that it is important to support transit. Transit staff noted that there is no deadheading on some routes especially the LYNX bus from San Francisco to Bio-Rad.

Director Swearingen and *Director Boozé* both stated they needed to seek input from their city councils before voting.

10. Proposed Job Consolidation and Reclassification, and Update of Job Descriptions.

ACTION: *Director Calloway* moved to accept staff's recommendation to eliminate the Administrative Analyst and Project Manager positions and authorize the Deputy Director position, and to approve the update of the job descriptions. Seconded by *Director Boozé* and passed unanimously.

DISCUSSION: *Ms. Atienza* reviewed the current staffing at WCCTAC and stated that the growing need for staff with broad skills and a wide breadth of transportations skills had brought about this request to create a Deputy Director position to head up the upcoming WCCTIS study recently approved by the Board as well as seeking out future planning grants as they become available. This would also place agency in a better position to react to the growing emphasis on land use, health, safety, and technology in the corridor.

Director Swearingen thanked *Ms. Atienza* for seeking ways to save money but stated he was not clear on what exactly was being requested and how this provides a labor cost savings. *Ms. Atienza* directed him to page 2, Item 10 of the agenda. She read the three requests. *Mr. Swearingen* asked that staff list the items in the Board memo itself to make the recommendations clearer. He noted that that he did not know WCCTAC had grant writing capabilities. *Ms. Atienza* noted that dues have included these services and staff has worked to provide Pinole recently with support seeking funds for a grant from MTC for signal coordination and that a Deputy Director position would bring the skill set to respond to more of these requests.

Director Boozé asked if WCTAC has a union structure. *Ms. Atienza* stated that all employees are at-will employees. She went on to say with the current staffing, there is not time to address all the issues and this would allow for greater response and support to the members. *Director Boozé* complimented *Ms. Atienza* for following through on an earlier request by the Board to look into reducing staff.

11. FY 2012-13 Draft Agency Work Plan, Proposed Dues, and Draft Budget.

ACTION: *Director Calloway* moved to approve the work plan, the proposed dues and the draft budget for each member agency to bring to their councils and bring back final approval at the June Board meeting; seconded by *Director Hansen* and approved unanimously.

DISCUSSION: *Ms. Atienza* presented the proposed budget and outlined the four sub-budgets and what they entail. She also reviewed the work plan and noted the upcoming Action Plan revision and the effort to revise the Guaranteed Ride Home program under TDM. She noted that STMP is still waiting for a strategic plan. *Director Boozé* asked how staff works with the new LBNL campus. *Ms. Atienza* explained that there had been a meeting between City of Richmond's City Manager's staff, 511-Contra Costa and the transit agencies but it is still in the early planning phase and WCCTAC will continue to coordinate.

Ms. Atienza proposed continuing the same dues structure as the agency has had in the past five years and suggested the Board continue to discount WestCAT's dues by 50% since the transit cuts are still in effect from the state and a general fund shortfall. There was discussion on what does "general fund" shortfall refer to and WestCAT planner *Rob Thompson* clarified that there is a shortfall in operational costs.

Ms. Atienza directed staff to the budget detail on page 11-7. *Director Swearingen* asked why there is an \$80,000 increase and did it reflect PERS and healthcare increases. *Ms. Atienza* noted that this also includes a proposed COLA increase of 2.08%. *Director Swearingen* asked why there was an increase in costs with one less position. *Ms. Atienza* noted that the sum of the two positions does not equal the costs of creating a new position. *Director Swearingen* noted that this will result in a \$52,000 spike. *Chair Abelson* stated that the costs to the member agencies remain the same. She asked where the increased costs will be taken from. *Ms. Atienza* noted reductions in the Travel and Training line item and several other line items. *Chair Abelson* asked if a little bit from here and there was allowing for salary increases. *Ms. Atienza* confirmed that was the proposal.

12. State Route 4 Integrated Corridor Analysis

ACTION: *Director Boozé* motioned to accept the report and *Director Calloway* seconded; approved unanimously.

DISCUSSION: *Consultant Tom Briggs* from ATKINS consultants presented the SR-4 Integrated Corridor Analysis report for Board review.

Director Ritterman asked to have an update on the ferry service at a future WCCTAC meeting. *Director Swearingen* stated *Director Wilkins* could give an update at this meeting. *Chair Abelson* noted the item was not on the agenda. *Ms. Atienza* stated that

the presentation was highlighting 2015-20 and she would have a future item from WETA to the Board.

Ms. Atienza stated that west county has a small dog in this race. Questions pertaining to Willow Avenue on-ramps and adding the HOV lane were asked by Board members. *Mr. Biggs* stated that the I-80 portion was reworked but not the SR-4 portion. *Ms. Atienza* stated at the end of the day, this analysis allowed each sub region to create the best multi modal service objective for their needs (they did not have to have a unified MTSO) and determined that light rail on SR-4 was too costly.

STANDING ITEMS

13. Correspondence/Other Information

Incoming

March 27, from Amtrak, Amtrak's Accessible Stations Development Program for Richmond

May 17, from CCTA, Items Approved by the Authority on May 16

Outgoing

March 26, to Richmond, Letter of Support for South Richmond Transportation Connectivity Plan

April 9, to MTC, Letter of Support for Pinole's PASS Application

April 10, to MTC, Letter of Support for Hercules' Station Area Grant Proposal

Workshops/Conferences/Events. None

14. Board and Staff Comments

- a. Board Members Comments.** *Directors Swearingen and Boozé* reiterated the request to agendize an update on the ferry projects.
- b. Report of CCTA Representatives.** *Director Calloway* noted that included in the handouts were CCTA's positions on various bills, which she had asked *Ms. Atienza* to share with the Board.
- c. Executive Director's Report.** None.

15. Other Business. The next meeting would start at 8:30 a.m. to allow sufficient time for room set-up. A permanent change to the later time would be agendized at the next meeting.

16. Adjourn. The Board adjourned with a moment of silence in memory of Supervisor Gayle Uilkema.