

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

Members Present: Janet Abelson, Chair (El Cerrito); Sherry McCoy (Hercules); Tom Butt (Richmond), Tom Hansen (WestCAT); Genoveva Calloway (San Pablo); John Gioia (County); Roy Swearingen (Pinole); Zakhary Mallett (BART); Courtland Boozé (Richmond)

Staff Present: Jerry Bradshaw, Valerie Jenkins, Linda Young; Ben Reyes, Legal Counsel; Martin Engelmann (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 7:34 a.m. and asked everyone to introduce themselves.
2. **Public Comment.** None.
3. **Election of WCCTAC Vice-Chair**

ACTION: *Chair Abelson* called for nominations for the WCCTAC Vice-Chair; *Director Swearingen* nominated Director Tom Butt to be the WCCTAC Vice-Chair; seconded by *Director Gioia*; and passed unanimously.

4. **Election of CCTA Alternate**

ACTION: *Chair Abelson* called for nominations for CCTA Alternate; *Director Calloway* nominated *Director Sherry McCoy* to be the CCTA Alternate; seconded by *Director Gioia*, and passed unanimously.

5. **2013 Board and TAC Meeting Schedule**

ACTION: *Chair Abelson* noted that the conflict with the CA League of Cities meeting did not exist; the WCCTAC Calendar will reflect the September 27, 2013 date as correct.

CONSENT CALENDAR

ACTION: *Director Calloway* motioned to APPROVE the Consent Calendar Items #6-7 and Items #9-10; with the removal of Item #8 for discussion (per *Director Swearingen's* request); Seconded by *Director Hansen* and passed unanimously.

6. **Minutes and Summary of December 7, 2012 Board Meeting; (no December 2012 TAC Meeting.**
7. **Monthly Program and Projects Status Report**
8. **Pulled, see item below**

- 9. **Payment of invoices over \$10,000 – none**
- 10. **Appointments to CCTA’s PDA/OBAG Working Group.**

Financial Report for December 2012 – Item #8 pulled from Consent Calendar

ACTION: Staff will coordinate with City of San Pablo Finance Department to prepare the monthly expense and revenue report with a column populated with budget figures.

DISCUSSION: *Director Swearingen* noted that the monthly report of expense and revenue did not contain a column with the approved budget, and font size was very difficult to read. *Director Gioia* noted that this was not a financial report, just a general ledger.

REGULAR AGENDA ITEMS - None

MAJOR DISCUSSION ITEMS

- 11. **The 2014 Countywide Transportation Plan, the Action Plan Updates and the One Bay Area Grant.**

ACTION: No action, this was an information item only.

DISCUSSION: *Martin Engelmann*, CCTA staff, provided the WCCTAC Board with updated information including a handout entitled *Launching the 2014 CTP Update (dated January 17, 2013-DRAFT)*. Mr. Engelmann explained that Measure J requires the CCTA to develop and update a Countywide Transportation Plan (CTP) that outlines its vision, goals and actions to implement them. The Authority last updated its CTP in 2009. Measure J also requires local jurisdictions to work together with the Regional Transportation Planning Committees (RTPCs) to develop Action Plans for Routes of Regional Significance that establish quantitative objectives for those routes, and actions to achieve them. WCCTAC also updated its Action Plan in 2009. The Action Plans, besides serving as a key policy and planning document for the RTPCs also serves as key inputs to the CTP.

Mr. Engelmann explained the approach for updating both the CTP and Action Plans over the next year and a half. Julia Morgan, a consultant with Fehr & Peers, will provide assistance to WCCTAC with the update to the Action Plan. The Authority hopes to develop a draft CTP and EIR by the end of 2013. Concurrently, the Authority will be allocating federal funding through the One Bay Area Grant (OBAG) program.

Mr. Engelmann responded to the request for discussion of the PDA process. The WCCTAC Directors were particularly interested in the list of PDAs in West Contra Costa.

ITEMS: 12, 13 and 14 – No reports

15. Adjourn: The meeting was adjourned at 8:50 am. The next meeting will be on February 22, 2013.