



TO: WCCTAC Technical Advisory Committee

DATE: Apr 4, 2012

FR: John Rudolph *JR*

RE: **Minutes of Mar 8, 2012 WCCTAC-TAC Meeting**

1. Self-Introductions.

2. Public Comment: none.

3. Meeting Minutes from Feb 9, 2012. Action: approved (Reber/Stamps).

4. Appian Way Study Update: Action: none. Discussion: staff are working in coordination with Pinole and the County. CCTA is providing a consultant; the budget is approximately \$50,000 from the Action Plan implementation fund. The study will assess potential inconsistencies between the County's general plan and specific plans for various corridors including Appian Way, and Pinole's general plan and Three-Corridors Specific Plan. As a result of the study, the Action Plan may need to be amended.

5. I-80 Integrated Corridor Mobility (ICM) Project Update: Action: the TAC provided comments to the I-80 ICM Project team. Discussion: Raj Murthy, ACTC, provided updates consistent with material in the agenda packet. Staff noted that local stakeholders have expressed concern about the acceleration distance on some west County ramps with grades. Project staff agreed to follow through with appropriate engineering analysis and future updates. Project staff agreed to follow up on concerns about Transit Signal Priority (TSP) on some ramps, and noted that to convert a mixed-flow lane on a ramp to High Occupancy Vehicle (HOV) requires an environmental review. WestCAT staff noted that TSP would be useful on the WB ramp at Pinole Valley Rd; particularly for buses that are running behind schedule. Project staff provided an update on the status of presentations to local councils and boards for execution of the Memorandum of Understanding (MOU). El Cerrito staff noted that its Council focused favorably on transit improvements in the project, and suggested improving off-peak signal timing on San Pablo Av. The TAC suggested that the O&M Plan, the Incident Response Plan, the Ramp Metering Plan, and the Concept of Operations Plan, among others, should be reviewed in light of recent changes negotiated as part of the MOU, as these plans provide technical details on operations, costs, staffing, liability, and other matters that are not included in the MOU; and that a Configuration Management Plan and a Public Outreach Plan may be necessary to add. The project team announced that a 2nd IRP Workshop will be held following a future TAC meeting.

6. Countywide Bicycle and Pedestrian Advisory Committee (CBPAC): Actions: (1) The TAC voted to recommend Mr. Bill Pinkham for Board appointment to the CBPAC as WCCTAC Citizen Representative; (2) Shannon Ladner-Beasley for Board nomination for the Countywide youth Representative. Discussion: staff conducted an election for the position of WCCTAC Citizen Representative, to be recommended for appointment by the Board. The two nominees were Ms. Adrienne Harris and Mr. Bill Pinkham. The TAC did not suggest any other nominees. Mr. Pinkham described his background in the bicycling community.

The TAC voted by show of hands.

- Votes for Ms. Harris: (1) Jamar Stamps, County.
- Votes for Mr. Pinkham: (6) Yvetteh Ortiz, El Cerrito; Robert Reber, Hercules; Steven Tam, Richmond; Adèle Ho, San Pablo; Deidre Heitman, BART; Rob Thompson, WestCAT.

Staff stated that only one name had been received for the county youth position, a CCTA appointment; and reaffirmed the TAC's earlier recommendation to appoint Joanna Pallock and John Rudolph as the WCCTAC Staff Representative and Alternate, respectively.

7. Draft TAC Bylaws: Staff distributed draft concepts of bylaws for review and comment. Christina Atienza reviewed the concepts, noting that the bylaws were developed to be consistent with the JPA, and that the TAC is subject to the Brown Act. Each agency will provide one member and one alternate through a letter of appointment from the chief executive officer of each WCCTAC agency (city manager, county administrator, general manager); members will be appointed for an unlimited term; annual letters will not be necessary. Chad Smalley, Richmond, and Nancy Baer, County, suggested inclusion of language in the bylaws to encourage the members to coordinate with as many affected departments within their agencies as may be relevant to conduct the business of the TAC. In response to Coire Reilly's, County, suggestion to formalize voting procedures, Christina clarified staff's role in providing differing perspectives to the Board per the TAC's consensus or lack of consensus. The TAC suggested striking language referencing Robert's Rules as the meetings are not strictly parliamentary in nature. The TAC suggested that staff bring back the draft bylaws for review.

8. Project Updates: (a) Staff noted that the CC-TLC Review Panel would meet in Council Chambers following the TAC. (b) Tawfic Halaby, Richmond, provided contact information (phone 621-1612) and distributed copies of the Draft Transportation Management Plan for the Via Verdi Repair/El Portal Closure; Adèle Ho, San Pablo, suggested that at least two meetings be held for residents and businesses, and that multi-lingual flyers be distributed by hand to every door of every residence and business in the area, including homes in the Rollingwood neighborhood and businesses on San Pablo Dam Rd; staff suggested follow-through with Ms. Eleanor Lloyd of the El Sobrante Municipal Advisory Committee. (c) Linda Young, Contra Costa 511, announced that Bike To Work Day (BTWD) is May 10, and that much effort is underway to supply the energizer stations and encourage volunteerism; the TAC suggested that availability of the official T-shirts before BTWD may help to promote the event; Nancy Baer, County, stated that Health Services is helping to coordinate BTWD with Bike To School Day; Bill Pinkham announced the Bike Away From Work Party, bikes optional. (d) Linda Young announced improvements to the contracosta511.org site, and described commute alternative outreach efforts to local businesses. (e) Nancy Baer announced that Coire Reilly will succeed her in her position at Contra Costa Health Services, and that her colleague Shannon Ladner-Beasley will continue the work underway and planned in west County. The TAC expressed appreciation to Ms. Baer for her energy and talent, noting that Nancy had helped to elevate public health throughout the county, had immersed herself in and mastered the languages of transportation planning and engineering, and that the tremendous legacy Nancy leaves behind is not yet fully realized, but that she paved the way. One member said, "Nancy's work changes the way we live." In Nancy's honor, the TAC adjourned for a group photograph and enjoyed refreshments, including apricot bars prepared by John's Mom.

9. Adjournment until Apr 12, 2012, at 9:00 a.m.

The next **WCCTAC-TAC meetings** will be: • Apr 12 at 9:00 a.m. • May 10 at 9:00 a.m.

The next **WCCTAC Board meetings** will be: • Apr 27 at 8:00 a.m. • May 25 at 8:00 a.m.