

## MEETING NOTICE AND AGENDA

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**DATE & TIME: April 22, 2022 • 8:00 AM – 10:00 AM**

**REMOTE ACCESS:**

<https://us02web.zoom.us/j/7321058840?pwd=c1dMVjJyd1BoYk0yYWVlZWVlWHZ4Zz09>

**MEETING ID#: 732 105 8840**

**PASSWORD (if requested): WCCTAC2020**

**Shelter-In-Place Order and Teleconference**

The Contra Costa County Health Officer issued an order directing residents to **shelter in place**, due to COVID-19. The order limits activity, travel, and business functions to only those that are essential.

**Remote Participation Only**

As a result of the COVID-19 public health emergency, including the County Health Officer and Governor’s directives for everyone to shelter in place, **there will be no physical location for the Board Meeting**. Board members will attend via teleconference and members of the public are invited to attend the meeting and **participate remotely**.

Pursuant to the Governor’s Executive Order N-29-20, Board members: Chris Kelley, Norma Martinez-Rubin, Rita Xavier, Tom Butt, Demnlus Johnson, Eduardo Martinez, Paul Fadelli, John Gioia, Jovanka Beckles, Maureen Powers, and Lateefah Simon may be attending this meeting via teleconference, as may WCCTAC Alternate Board Members. Any votes conducted during the teleconferencing session will be conducted by roll call.

The public may observe and address the WCCTAC Board in the following ways:

**Remote Viewing/Listening**

Webinar:

To observe the meeting by video conference, utilizing the Zoom platform, please click on this link (same link as shown above) to join the webinar at the noticed meeting time:  
<https://us02web.zoom.us/j/7321058840?pwd=c1dMVjJyd1BoYk0yYWVlZWVlWHZ4Zz09>

Phone:

Dial the following number, enter the participant PIN followed by # to confirm:

+1 669 900 6833

Meeting ID: 732 105 8840

Password: 066620

El Cerrito

Hercules

Pinole

Richmond

San Pablo

Contra Costa  
County

AC Transit

BART

WestCAT

### **Public Comment via Teleconference**

Members of the public may address the Board during the initial public comment portion of the meeting or during the comment period for agenda items.

Participants may use the chat function on Zoom or physically raise their hands to indicate if they wish to speak on a particular item.

**Written Comment** (accepted until the start of the meeting, unless otherwise noted on the meeting agenda). Public comments received by 5:00 p.m. on the evening before the Board meeting date will be provided to the WCCTAC Board and heard before Board action. Comments may be submitted by email to [vjenkins@wcctac.org](mailto:vjenkins@wcctac.org).

Comments may also be submitted via e-mail to [vjenkins@wcctac.org](mailto:vjenkins@wcctac.org) at any time prior to closure of the public comment portion of the item(s) under consideration. All written comments will be included in the record.

Reading of Public Comments: WCCTAC staff will read aloud email comments received during the meeting that include the subject line "FOR THE RECORD" as well as the item number for comment, provided that the reading shall not exceed three (3) minutes, or such other time as the Board may provide.

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1. **Call to Order and Board Member Roll Call.** (*Demnlus Johnson III – Chair*)
  2. **Public Comment.** The public is welcome to address the Board on any item that is not listed on the agenda.

### **CONSENT CALENDAR**

3. **Minutes of March 25, 2022 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 March 2022. (*Attachment; Information only*).
6. **Payment of Invoices over \$10,000.** None (*No attachment; Information only*).
7. **AB 361 Resolution to Continue Teleconferenced Meetings.** AB 361 allows the Board to continue meeting virtually during a State of Emergency upon the Board making certain findings that meeting in person would present imminent risks to the health or safety as attendees. Resolution No 22-05 provides the necessary findings for the Board of Directors and TAC to continue meeting virtually. (*Attachment; Recommended Action: Adopt Resolution 22-05*)

- 8. Fiscal Audit and Memorandum of Internal Control for Fiscal Year 2021.** The accounting firm of Maze and Associates prepared the fiscal audit for WCCTAC for fiscal year 2021. *(The following attachments are combined into a single document an available on WCCTAC’s website: 1. Basic Financial Statements, 2. Memorandum on Internal Controls, and 3. Required Communications for the Year Ended June 30, 2021; Recommended Action: Receive and Accept the Audit).*

**REGULAR AGENDA ITEMS**

- 9. Richmond Parkway Grant.** WCCTAC received notification from Caltrans of a conditional grant award for the proposed *Richmond Parkway Environmental Justice and Regional Mobility Study*. The grant amount is \$562,650 with a local match requirement of \$72,897. The application was a partnership with the City of Richmond Public Works Department and the Contra Costa County Conservation and Development Department. Staff will provide a review of the Study’s purpose and potential next steps. *(Leah Greenblat, No Attachments; Recommended Action: Receive information).*

**STANDING ITEMS**

- 10. Board and Staff Comments.**
- a. Board Member Comments, Conference/Meeting Reports (AB 1234 Requirement), and Announcements
  - b. Report from CCTA Representatives (*Directors Kelley & Butt*)
  - c. Executive Director’s Report
- 11. General Information Items.**
- a. Letter to CCTA Executive Director with March 25, 2022 Summary of Board Actions
  - b. Acronym List
- 12. Adjourn.** The next (Special) meeting will be held on May 13, 2022 @ 9:00 a.m. The next regular meeting will be held on May 27, 2022 @ 8:00 a.m. The meetings will be held remotely (see next agenda for details)

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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.

**West Contra Costa Transportation Advisory Committee  
Board of Directors Meeting  
Meeting Minutes: March 25, 2022**

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**MEMBERS PRESENT:** Demnlus Johnson III, Chair (Richmond); Paul Fadelli, Vice-Chair (El Cerrito); Chris Kelley (Hercules); Eduardo Martinez (Richmond); Rita Xavier (San Pablo); Tom Butt (Richmond); Jovanka Beckles (AC Transit); Norma Martinez-Rubin (Pinole); Maureen Powers (WestCAT); John Gioia (CC County)-late arrival

**STAFF PRESENT:** John Nemeth, Joanna Pallock, Leah Greenblat, Coire Reilly, Kris Kokotaylo (legal counsel)

**ACTIONS LISTED BY:** Valerie Jenkins

**Meeting Called to Order: 8:00am**

**Public Comment:** n/a

**CONSENT CALENDAR**

Motion by ***Director E. Martinez***; seconded by ***Director Butt***.

Yes- **D. Johnson III, C. Kelley, R. Xavier, P. Fadelli, J. Gioia, T. Butt, M. Powers, E. Martinez, J. Beckles, N. Martinez-Rubin**

No- none

Abstention- none

Motion passed unanimously.

**Item #3. *Approved:*** Minutes of February 25, 2022 Board Meeting.

**Item #4. *Received:*** Monthly Update on WCCTAC Activities.

**Item #5. *Received:*** Financial Reports for February 2022.

**Item #6. *Received:*** no invoices over \$10K to report

**Item #7. *Adopted Resolution 22-05:*** AB 361 Resolution to Continue Teleconferenced Meetings.

**Item #8. *Received:*** FY 22-23 Annual STMP Fee Adjustment

**REGULAR AGENDA ITEMS**

ITEM/DISCUSSION	ACTION
<p><b>Item #9</b>  <b>Update on San Pablo Avenue Multimodal Corridor Study – Phase 2</b></p>	<p><b><i>Information Only</i></b>            Adam Dankberg, of Kimley-Horn staff, provided an update on the San Pablo Ave. Multimodal Corridor Study – Phase 2. This included background information on Phase 1, along with information about public outreach from surveys, pop-up events, focus groups, and meetings. Mr. Dankberg reviewed the street design options, with variation by segment, that are being analyzed in Phase 2. Lastly, he provided an update on study conclusions and proposed next steps in Alameda County.</p>
<p><b>Item #10</b>  <b>CCTA’s Public Outreach for the Action Plan and Countywide Transportation Plan (CTP) Updates</b></p>	<p><b><i>Information Only</i></b>            Torina Wilson, of Placeworks staff, presented an update on the outreach effort for both the subregional Action Plans and the Countywide Transportation Plan. She also provided specific information about pop-up events and public outreach activities scheduled throughout the County. Ms. Wilson noted that Placeworks would return to the WCCTAC Board in May 2022 to solicit feedback on the Action Plan draft.</p>
<p><b>Item #11</b>  <b>Bike to Wherever Days (BTWD) and Summer Bike Challenge</b></p>	<p><b><i>Information Only</i></b>            Coire Reilly, of WCCTAC staff, shared information regarding BTWD 2022 and the upcoming Summer Bike Challenge. BTWD will be held on May 20, 2022. The Summer Bike challenge will extend throughout West Contra Costa County.</p>

Meeting Adjourned: **10:04am**

**TO:** WCCTAC Board

**DATE:** April 22, 2022

**FR:** John Nemeth, Executive Director

**RE:** Monthly Update on WCCTAC Activities

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### **New Bike Racks at RYSE Center**

WCCTAC's TDM program, 511 Contra Costa, purchase four new bicycle racks with Air District funds for the Richmond RYSE Center. Since 2008, RYSE has been providing Richmond youth with a variety of programs, leadership opportunities, classes, and space to hang out. The new bike racks are located in recent expanded part of the RYSE Center, called the RYSE Commons.

The Center will be hosting a grand opening party for the RYSE Commons on May 14 at 2pm. RSVP here: <https://www.eventbrite.com/e/rooted-rysing-grand-opening-tickets-267080102777>



## Redefining Mobility Summit 2022



WCCTAC staff attended CCTA's seventh annual Redefining Mobility Summit on April 5, 2022. The Summit returned this year after being absent in 2021 due to the pandemic. The event was focused on the integration of technology in transportation and featured. Leaders in government and private industry discussed: roadways of the future, autonomous aircraft, ways to develop the transportation workforce of the future, and the use of automation to improve transportation. The event was chaired by CCTA Executive Director Timothy Haile and included opening remarks by CCTA Chair, and WCCTAC Director, Chris Kelley. WCCTAC Directors Tom Butt and Rita Xavier were also in attendance.

## City of Richmond Kicks-off New E-shuttle Service



The City of Richmond is launching its *Richmond Moves* electric, on-demand shuttle service at the *City of Richmond Drive Electric* event on Wednesday, April 20 from 11:30 a.m. to 1 p.m. at 450 Civic Center Plaza.

This citywide service will operate Monday through Friday between 7 a.m. to 7 p.m. Rides are \$2, but free for students and seniors. Three shuttle vehicles will be available, and trips can be booked by phone. The service will utilize the Via app platform.

## **Richmond Greenway Gap Study**

The City of Richmond held a series of community meetings seeking feedback and ideas about closing the gap on the Richmond Greenway over 23<sup>rd</sup> Street. Aside from the barriers posed by busy, bisecting arterial streets, the Greenway is also divided by an active railway. The community meetings encouraged feedback, not only the design of a bridge that will cross 23<sup>rd</sup> St and the railway, but also easier-to-implement, nearer-term solutions to help guide Greenway users and make the existing conditions safer in the meantime.

The community meetings were held at Harbour-8 Park on the Greenway. The study is being developed in partnership with the City of Richmond, Pogo Park, Local Government Commission, Rails-To-Trails Conservancy, and Fehr and Peers. More information and a survey on design ideas can be found at this link: <http://ca-richmond.civicplus.com/4198/Richmond-Greenway-Gap-Study>



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# General Ledger

## Monthly Budget Report

User: DelenaL  
 Printed: 4/13/2022 8:03:24 AM  
 Period 09 - 09  
 Fiscal Year 2022

Account Number	Description	Adopted	Adjustments	Adjusted	YTD Actual	Variance	Encumbers Available	% Avail
0000	Non Departmental							
773-0000-34315	EI/Cerrito STMP Fees	\$ -	\$ -	\$ -	\$ (86,978.13)	\$ 86,978.13	\$ -	86,978.13 0.00%
773-0000-34320	Hercules STMP Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	- 0.00%
773-0000-34330	Richmond STMP Fees	\$ -	\$ -	\$ -	\$ (443,288.96)	\$ 443,288.96	\$ -	443,288.96 0.00%
773-0000-34335	San Pablo STMP Fees	\$ -	\$ -	\$ -	\$ (136,406.34)	\$ 136,406.34	\$ -	136,406.34 0.00%
	Licenses and Permits	\$ -	\$ -	\$ -	\$ (666,673.43)	\$ 666,673.43	\$ -	666,673.43 0.00%
770-0000-36102	Interest	\$ -	\$ -	\$ -	\$ (13.45)	\$ 13.45	\$ -	13.45 0.00%
773-0000-36102	Interest	\$ -	\$ -	\$ -	\$ (3,442.67)	\$ 3,442.67	\$ -	3,442.67 0.00%
	Use of Property and Money	\$ -	\$ -	\$ -	\$ (3,456.12)	\$ 3,456.12	\$ -	3,456.12 0.00%
770-0000-34010	STMP Administration	\$ -	\$ -	\$ -	\$ (24,509.20)	\$ 24,509.20	\$ -	24,509.20 0.00%
770-0000-34111	Member Contributions	\$ -	\$ -	\$ -	\$ (482,080.00)	\$ 482,080.00	\$ -	482,080.00 0.00%
770-0000-39906	Other Revenue	\$ -	\$ -	\$ -	\$ (26,263.00)	\$ 26,263.00	\$ -	26,263.00 0.00%
772-0000-39906	Other Revenue	\$ -	\$ -	\$ -	\$ (375,914.48)	\$ 375,914.48	\$ -	375,914.48 0.00%
773-0000-34010	STMP Administration	\$ -	\$ -	\$ -	\$ 24,509.20	\$ (24,509.20)	\$ -	(24,509.20) 0.00%
774-0000-39906	Other Revenue	\$ -	\$ -	\$ -	\$ (60,000.00)	\$ 60,000.00	\$ -	60,000.00 0.00%
	Miscellaneous Revenue	\$ -	\$ -	\$ -	\$ (944,257.48)	\$ 944,257.48	\$ -	944,257.48 0.00%
	Revenue	\$ -	\$ -	\$ -	\$ (1,614,387.03)	\$ 1,614,387.03	\$ -	1,614,387.03 0.00%
0000	Non Departmental	\$ -	\$ -	\$ -	\$ (1,614,387.03)	\$ 1,614,387.03	\$ -	1,614,387.03 0.00%
7700	WCCTAC Operations							
770-7700-34111	Member Contributions	\$ (531,744.00)	\$ -	\$ (531,744.00)	\$ -	\$ (531,744.00)	\$ -	(531,744.00) 100.00%
	Intergovernmental	\$ (531,744.00)	\$ -	\$ (531,744.00)	\$ -	\$ (531,744.00)	\$ -	(531,744.00) 100.00%
770-7700-39906	Other Revenue	\$ (86,649.00)	\$ -	\$ (86,649.00)	\$ -	\$ (86,649.00)	\$ -	(86,649.00) 100.00%
	Miscellaneous Revenue	\$ (86,649.00)	\$ -	\$ (86,649.00)	\$ -	\$ (86,649.00)	\$ -	(86,649.00) 100.00%
	Revenue	\$ (618,393.00)	\$ -	\$ (618,393.00)	\$ -	\$ (618,393.00)	\$ -	(618,393.00) 100.00%

7700	WCCTAC Operations	\$	(618,393.00)	\$	(618,393.00)	\$	(618,393.00)	\$	(618,393.00)	100.00%
7720	WCCTAC TDM	\$	(562,064.00)	\$	(562,064.00)	\$	(562,064.00)	\$	(562,064.00)	100.00%
772-7720-33403	Grants	\$	(562,064.00)	\$	(562,064.00)	\$	(562,064.00)	\$	(562,064.00)	100.00%
7720	Revenue	\$	(562,064.00)	\$	(562,064.00)	\$	(562,064.00)	\$	(562,064.00)	100.00%
7730	WCCTAC TDM	\$	(562,064.00)	\$	(562,064.00)	\$	(562,064.00)	\$	(562,064.00)	100.00%
773-7730-34310	County STMP Fees	\$	(100,000.00)	\$	(100,000.00)	\$	(100,000.00)	\$	(100,000.00)	100.00%
773-7730-34320	Hercules STMP Fees	\$	(446,300.00)	\$	(446,300.00)	\$	(446,300.00)	\$	(446,300.00)	100.00%
773-7730-34330	Richmond STMP Fees	\$	(100,000.00)	\$	(100,000.00)	\$	(100,000.00)	\$	(100,000.00)	100.00%
773-7730-34335	San Pablo STMP Fees	\$	(700,000.00)	\$	(700,000.00)	\$	(700,000.00)	\$	(700,000.00)	100.00%
773-7730-34315	Licenses and Permits	\$	(1,346,300.00)	\$	(1,346,300.00)	\$	(1,346,300.00)	\$	(1,346,300.00)	100.00%
773-7730-34325	El Cerrito STMP Fees	\$	(246,697.00)	\$	(246,697.00)	\$	(246,697.00)	\$	(246,697.00)	100.00%
773-7730-36102	Pinole STMP Fees	\$	(20,000.00)	\$	(20,000.00)	\$	(20,000.00)	\$	(20,000.00)	100.00%
	Grants	\$	(266,697.00)	\$	(266,697.00)	\$	(266,697.00)	\$	(266,697.00)	100.00%
	Interest - LAIF	\$	(20,000.00)	\$	(20,000.00)	\$	(20,000.00)	\$	(20,000.00)	100.00%
	Use of Property and Money	\$	(20,000.00)	\$	(20,000.00)	\$	(20,000.00)	\$	(20,000.00)	100.00%
7730	Revenue	\$	(1,632,997.00)	\$	(1,632,997.00)	\$	(1,632,997.00)	\$	(1,632,997.00)	100.00%
7740	STMP	\$	(1,632,997.00)	\$	(1,632,997.00)	\$	(1,632,997.00)	\$	(1,632,997.00)	100.00%
774-7740-39906	WCCTAC Special Projects	\$	(230,000.00)	\$	(230,000.00)	\$	(230,000.00)	\$	(230,000.00)	100.00%
	Other Revenue	\$	(230,000.00)	\$	(230,000.00)	\$	(230,000.00)	\$	(230,000.00)	100.00%
	Miscellaneous Revenue	\$	(230,000.00)	\$	(230,000.00)	\$	(230,000.00)	\$	(230,000.00)	100.00%
	Revenue	\$	(230,000.00)	\$	(230,000.00)	\$	(230,000.00)	\$	(230,000.00)	100.00%
7740	WCCTAC Special Projects	\$	(230,000.00)	\$	(230,000.00)	\$	(230,000.00)	\$	(230,000.00)	100.00%
Expense Total		\$	-	\$	-	\$	-	\$	-	0.00%

# General Ledger

## Monthly Budget Report

User: DelenaL  
 Printed: 4/13/2022 8:05:30 AM  
 Period 09 - 09  
 Fiscal Year 2022

Account Numbr	Description	Adopted	Adjustments	Adjusted	YTD Actual	Variance	Encumbered	Available	% Avail
7700	WCCTAC Operations								
770-7700-41000	Salary	\$ 538,707.00	\$ -	\$ 538,707.00	\$ 275,027.74	\$ 263,679.26	\$ -	\$ 263,679.26	48.95%
770-7700-41200	PERS Retirement	\$ -	\$ -	\$ -	\$ 76,476.78	\$ (76,476.78)	\$ -	\$ (76,476.78)	0.00%
770-7700-41310	Medical Insurance	\$ -	\$ -	\$ -	\$ 49,518.72	\$ (49,518.72)	\$ -	\$ (49,518.72)	0.00%
770-7700-41311	Retiree Healthcare	\$ -	\$ -	\$ -	\$ 1,362.19	\$ (1,362.19)	\$ -	\$ (1,362.19)	0.00%
770-7700-41400	Dental	\$ -	\$ -	\$ -	\$ 3,049.43	\$ (3,049.43)	\$ -	\$ (3,049.43)	0.00%
770-7700-41500	Flexible Spending Account	\$ -	\$ -	\$ -	\$ (110.55)	\$ 110.55	\$ -	\$ 110.55	0.00%
770-7700-41800	LTD Insurance	\$ -	\$ -	\$ -	\$ 2,910.89	\$ (2,910.89)	\$ -	\$ (2,910.89)	0.00%
770-7700-41900	Medicare	\$ -	\$ -	\$ -	\$ 3,977.65	\$ (3,977.65)	\$ -	\$ (3,977.65)	0.00%
770-7700-41901	Other Insurances	\$ -	\$ -	\$ -	\$ 6,897.68	\$ (6,897.68)	\$ -	\$ (6,897.68)	0.00%
770-7700-41904	Life Insurance	\$ -	\$ -	\$ -	\$ 971.28	\$ (971.28)	\$ -	\$ (971.28)	0.00%
770-7700-41911	Liability Insurance	\$ 5,175.00	\$ -	\$ 5,175.00	\$ -	\$ 5,175.00	\$ -	\$ 5,175.00	100.00%
	Salary and Benefits	\$ 543,882.00	\$ -	\$ 543,882.00	\$ 420,081.81	\$ 123,800.19	\$ -	\$ 123,800.19	22.76%
770-7700-43500	Office Supplies	\$ 4,800.00	\$ -	\$ 4,800.00	\$ 2,794.16	\$ 2,005.84	\$ -	\$ 2,005.84	41.79%
770-7700-43501	Postage	\$ 1,500.00	\$ -	\$ 1,500.00	\$ 903.46	\$ 596.54	\$ -	\$ 596.54	39.77%
770-7700-43520	Copies/Printing/Shipping/Xerox	\$ 3,800.00	\$ -	\$ 3,800.00	\$ 1,860.00	\$ 1,940.00	\$ -	\$ 1,940.00	51.05%
770-7700-43600	Professional Services	\$ 59,085.00	\$ -	\$ 59,085.00	\$ 46,306.37	\$ 12,778.63	\$ -	\$ 12,778.63	21.63%
770-7700-43900	Rent/Building	\$ 23,025.00	\$ -	\$ 23,025.00	\$ 16,196.42	\$ 6,828.58	\$ -	\$ 6,828.58	29.66%
770-7700-44000	Special Department Expenses	\$ 10,000.00	\$ -	\$ 10,000.00	\$ 1,522.49	\$ 8,477.51	\$ -	\$ 8,477.51	84.78%
770-7700-44320	Travel/Training Staff	\$ 4,800.00	\$ -	\$ 4,800.00	\$ -	\$ 4,800.00	\$ -	\$ 4,800.00	100.00%
	Service and Supplies	\$ 107,010.00	\$ -	\$ 107,010.00	\$ 69,582.90	\$ 37,427.10	\$ -	\$ 37,427.10	34.98%
	Expense	\$ 650,892.00	\$ -	\$ 650,892.00	\$ 489,664.71	\$ 161,227.29	\$ -	\$ 161,227.29	24.77%
7700	WCCTAC Operations	\$ 650,892.00	\$ -	\$ 650,892.00	\$ 489,664.71	\$ 161,227.29	\$ -	\$ 161,227.29	24.77%
7720	WCCTAC TDM								

772-7720-41000	Salary	\$ 317,825.00	\$ -	\$ 317,825.00	\$ 137,809.61	\$ 180,015.39	\$ -	\$ 180,015.39	56.64%
772-7720-41200	PERS Retirement	\$ -	\$ -	\$ -	\$ 52,330.46	\$ (52,330.46)	\$ -	\$ (52,330.46)	0.00%
772-7720-41310	Medical Insurance	\$ -	\$ -	\$ -	\$ 26,583.32	\$ (26,583.32)	\$ -	\$ (26,583.32)	0.00%
772-7720-41400	Dental Insurance	\$ -	\$ -	\$ -	\$ 1,606.46	\$ (1,606.46)	\$ -	\$ (1,606.46)	0.00%
772-7720-41800	LTD Insurance	\$ -	\$ -	\$ -	\$ 1,006.52	\$ (1,006.52)	\$ -	\$ (1,006.52)	0.00%
772-7720-41900	Medicare	\$ -	\$ -	\$ -	\$ 1,988.60	\$ (1,988.60)	\$ -	\$ (1,988.60)	0.00%
772-7720-41901	Other Insurances	\$ -	\$ -	\$ -	\$ 6,897.68	\$ (6,897.68)	\$ -	\$ (6,897.68)	0.00%
772-7720-41904	Life Insurance	\$ -	\$ -	\$ -	\$ 242.64	\$ (242.64)	\$ -	\$ (242.64)	0.00%
772-7720-41911	Liability Insurance	\$ 5,175.00	\$ -	\$ 5,175.00	\$ -	\$ 5,175.00	\$ -	\$ 5,175.00	100.00%
772-7720-43300	Salary and Benefits	\$ 323,000.00	\$ -	\$ 323,000.00	\$ 228,465.29	\$ 94,534.71	\$ -	\$ 94,534.71	29.27%
772-7720-43300	Memberships/Subscriptions	\$ 200.00	\$ -	\$ 200.00	\$ 1,725.00	\$ (1,525.00)	\$ -	\$ (1,525.00)	-762.50%
772-7720-43500	Office Supplies	\$ 5,000.00	\$ -	\$ 5,000.00	\$ 796.05	\$ 4,203.95	\$ -	\$ 4,203.95	84.08%
772-7720-43501	TDM Postage	\$ -	\$ -	\$ -	\$ 770.70	\$ (770.70)	\$ -	\$ (770.70)	0.00%
772-7720-43502	TDM Postage	\$ 1,100.00	\$ -	\$ 1,100.00	\$ -	\$ 1,100.00	\$ -	\$ 1,100.00	100.00%
772-7720-43520	Copies/Printing/Shipping/Xerox	\$ 18,900.00	\$ -	\$ 18,900.00	\$ 2,185.58	\$ 16,714.42	\$ -	\$ 16,714.42	88.44%
772-7720-43600	Professional Services	\$ 71,900.00	\$ -	\$ 71,900.00	\$ 63,450.47	\$ 8,449.53	\$ -	\$ 8,449.53	11.75%
772-7720-43900	Rent/Building	\$ 23,025.00	\$ -	\$ 23,025.00	\$ 16,196.33	\$ 6,828.67	\$ -	\$ 6,828.67	29.66%
772-7720-44000	Special Department Expenses	\$ 117,939.00	\$ 59,976.00	\$ 177,915.00	\$ 147,538.64	\$ 30,376.36	\$ 30,600.00	\$ (223.64)	-0.13%
772-7720-44320	Travel/Training Staff	\$ 1,000.00	\$ -	\$ 1,000.00	\$ -	\$ 1,000.00	\$ -	\$ 1,000.00	100.00%
772-7720-44320	Service and Supplies	\$ 239,064.00	\$ 59,976.00	\$ 299,040.00	\$ 232,662.77	\$ 66,377.23	\$ 30,600.00	\$ 35,777.23	11.96%
772-7720-44320	Expense	\$ 562,064.00	\$ 59,976.00	\$ 622,040.00	\$ 461,128.06	\$ 160,911.94	\$ 30,600.00	\$ 130,311.94	20.95%
7720	WCCTAC TDM	\$ 562,064.00	\$ 59,976.00	\$ 622,040.00	\$ 461,128.06	\$ 160,911.94	\$ 30,600.00	\$ 130,311.94	20.95%
7730	STMP	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
773-7730-41000	Salary	\$ 65,000.00	\$ -	\$ 65,000.00	\$ -	\$ 65,000.00	\$ -	\$ 65,000.00	100.00%
773-7730-41000	Salary and Benefits	\$ 65,000.00	\$ -	\$ 65,000.00	\$ -	\$ 65,000.00	\$ -	\$ 65,000.00	100.00%
773-7730-44000	Special Department Expense	\$ 6,950,000.00	\$ -	\$ 6,950,000.00	\$ 39,640.59	\$ 6,910,359.41	\$ -	\$ 6,910,359.41	99.43%
7730	Service and Supplies	\$ 6,950,000.00	\$ -	\$ 6,950,000.00	\$ 39,640.59	\$ 6,910,359.41	\$ -	\$ 6,910,359.41	99.43%
7730	Expense	\$ 7,015,000.00	\$ -	\$ 7,015,000.00	\$ 39,640.59	\$ 6,975,359.41	\$ -	\$ 6,975,359.41	99.43%
7730	STMP	\$ 7,015,000.00	\$ -	\$ 7,015,000.00	\$ 39,640.59	\$ 6,975,359.41	\$ -	\$ 6,975,359.41	99.43%
7740	WCCTAC Special Projects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
774-7740-44000	Special Department Expense	\$ 230,000.00	\$ -	\$ 230,000.00	\$ 60,000.00	\$ 170,000.00	\$ -	\$ 170,000.00	73.91%
7740	Service and Supplies	\$ 230,000.00	\$ -	\$ 230,000.00	\$ 60,000.00	\$ 170,000.00	\$ -	\$ 170,000.00	73.91%
7740	Expense	\$ 230,000.00	\$ -	\$ 230,000.00	\$ 60,000.00	\$ 170,000.00	\$ -	\$ 170,000.00	73.91%
7740	WCCTAC Special Projects	\$ 230,000.00	\$ -	\$ 230,000.00	\$ 60,000.00	\$ 170,000.00	\$ -	\$ 170,000.00	73.91%
Expense Total		\$ 8,457,956.00	\$ -	\$ 8,457,956.00	\$ 1,050,433.36	\$ 7,467,498.64	\$ 30,600.00	\$ 7,436,898.64	8730.87%

**WEST CONTRA COSTA TRANSPORTATION ADVISORY COMMITTEE  
RESOLUTION NO. 22-05**

**RESOLUTION FINDING THAT THERE IS A PROCLAIMED STATE OF  
EMERGENCY; FINDING THAT MEETING IN PERSON WOULD PRESENT  
IMMINENT RISKS TO THE HEALTH OR SAFETY OF ATTENDEES AS A  
RESULT OF THE STATE OF EMERGENCY; AND AUTHORIZING REMOTE  
TELECONFERENCED MEETINGS OF THE LEGISLATIVE BODIES OF THE  
WEST CONTRA COSTA TRANSPORTATION ADVISORY COMMITTEE FOR  
THE 30 DAY PERIOD BEGINNING APRIL 22, 2022 PURSUANT TO AB 361**

**WHEREAS**, the West Contra Costa Transportation Advisory Committee ("WCCTAC") is a joint exercise of powers authority formed pursuant to Government Code Section 6500, et. seq. by and between the City of El Cerrito, the City of Hercules, the City of Pinole, the City of Richmond, the City of San Pablo, Contra Costa County, Alameda-Contra Costa Transit District ("AC Transit"), San Francisco Bay Area Rapid Transit ("BART"), and West Contra Costa Transit Authority ("WestCAT"); and

**WHEREAS**, all WCCTAC meetings are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend, participate, and watch WCCTAC's legislative bodies conduct their business; and

**WHEREAS**, on March 4, 2020, Governor Newsom declared a State of Emergency to make additional resources available, formalize emergency actions already underway across multiple state agencies and departments, and help the State prepare for a broader spread of the novel coronavirus disease 2019 ("COVID-19"); and

**WHEREAS**, On March 17, 2020, in response to the COVID-19 pandemic, Governor Newsom issued Executive Order N-29-20 suspending certain provisions of the Ralph M. Brown Act in order to allow local legislative bodies to conduct meetings telephonically or by other means; and

**WHEREAS**, as a result of Executive Order N-29-20, staff set up virtual meetings for all WCCTAC Board meetings and meetings of all WCCTAC legislative bodies; and

**WHEREAS**, on June 11, 2021, Governor Newsom issued Executive Order N-08-21, which, effective September 30, 2021, ends the provisions of Executive Order N-29-20 that allows local legislative bodies to conduct meetings telephonically or by other means; and

**WHEREAS**, on September 16, 2021, Governor Newsom signed AB 361 (2021) which allows for local legislative bodies and advisory bodies to continue to conduct meetings via teleconferencing under specified conditions and includes a requirement that the WCCTAC Board make specified findings. AB 361 (2021) took effect immediately; and

**WHEREAS**, on October 22, 2021, the WCCTAC Board of Directors made the continued finding that the presence of COVID-19 and the increase of cases due to the Delta variant would present imminent risks to the health or safety of attendees at WCCTAC Board meetings and meetings of WCCTAC's other legislative bodies, including the Board and staff, should the Board hold and permit in person meetings; and

**WHEREAS**, the WCCTAC Board of Directors continued this finding as well as a number of other findings on multiple occasions through March 25, 2022; and

**WHEREAS**, AB 361 (2021) requires that the Governor declare a State of Emergency pursuant to Government Code section 8625; and

**WHEREAS**, AB 361 (2021) further requires that state or local officials have imposed or recommended measures to promote social distancing, or, requires that the legislative body determines that meeting in person would present imminent risks to the health and safety of attendees; and

**WHEREAS**, such conditions now exist in WCCTAC's jurisdiction, specifically, Governor Newsom has declared a State of Emergency due to COVID-19; and

**WHEREAS**, since issuing Executive Order N-08-21, the highly contagious Delta and Omicron variants of COVID-19 have emerged, causing an increase in COVID-19 cases throughout the State and Contra Costa County; and

**WHEREAS**, the Centers for Disease Control and Prevention ("CDC") continues to recommend physical distancing of at least 6 feet from others outside of the household and the Contra Costa County Health Officer strongly recommends online meetings and distancing; and

**WHEREAS**, the highly contagious Omicron variant has resulted in the greatest nationwide infection rate since the beginning of the COVID-19 pandemic; and

**WHEREAS**, because of the rise in cases due to the Delta and Omicron variants of COVID-19, the WCCTAC Board of Directors are concerned about the health and safety of all individuals who intend to attend WCCTAC Board meetings and meetings of WCCTAC's other legislative bodies; and

**WHEREAS**, the WCCTAC Board of Directors hereby finds that the presence of COVID-19 and the increase of cases due to the Delta and Omicron variants would present imminent risks to the health or safety of attendees, including the legislative bodies and staff, should WCCTAC's legislative bodies hold in person meetings; and

**WHEREAS**, WCCTAC shall ensure that it's meetings comply with the provisions required by AB 361 (2021) for holding teleconferenced meetings.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the West Contra Costa Transportation Advisory Committee as follows:

1. The above recitals are true and correct, and incorporated into this Resolution.
2. In compliance with AB 361 (2021), and in order to continue to conduct teleconference meetings without complying with the usual teleconference meeting requirements of the Brown Act, the WCCTAC Board of Directors makes the following findings:
  - a) The WCCTAC Board of Directors has considered the circumstances of the state of emergency; and
  - b) The state of emergency, as declared by the Governor, continues to directly impact the ability of the WCCTAC Board of Directors and WCCTAC's legislative bodies, as well as staff and members of the public, from meeting safely in person; and
  - c) The CDC continues to recommend physical distancing of at least six feet due to COVID-19 and the Contra Costa County Health Officer strongly recommends online meetings and distancing. As a result of the presence of COVID-19 and the increase of cases due to the Delta and Omicron variants, meeting in person would present imminent risks to the health or safety of attendees, the legislative bodies and staff.
3. The WCCTAC Board of Directors and WCCTAC's legislative bodies may continue to meet remotely in compliance with AB 361, in order to better ensure the health and safety of the public.
4. The WCCTAC Board of Directors will revisit the need to conduct meetings remotely within 30 days of the adoption of this resolution.

AYES:

NOES:

ABSTAIN:

ABSENT:

By: \_\_\_\_\_  
Demnlus Johnson, Chair

Attest:

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John Nemeth, Executive Director

Approved as to Form:

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Kristopher J. Kokotaylo, General Counsel

5091862.1



El Cerrito

Hercules

March 28, 2022

Pinole

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

RE: March 2022 WCCTAC Board Meeting Summary

Dear Tim:

The WCCTAC Board, at its meeting on March 25, 2022, took the following actions that may be of interest to CCTA:

San Pablo

1. Adopted Resolution 22-05 AB 361 Resolution to Continue Teleconferenced Meetings.
2. Provided feedback on the San Pablo Avenue Multimodal Corridor Study – Phase 2

If you have any questions, feel free to contact me.

Sincerely,

John Nemeth  
Executive Director

Contra Costa  
County

AC Transit

cc: Tarianne Grover, CCTA

BART

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  
**CBTP:** Community Based Transportation Plan  
**CCTA:** Contra Costa Transportation Authority  
**CEQA:** California Environmental Quality Act  
**CIL:** Center for Independent Living  
**CMAAs:** 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 Office  
**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 Authority