

**West Contra Costa Transportation Advisory Committee
Board of Directors Meeting
Meeting Minutes: June 27, 2014**

Members Present: Janet Abelson, *Chair* (El Cerrito); Tom Butt, *Vice-Chair* (Richmond); Sherry McCoy (Hercules); Joe Wallace (AC Transit); Cecilia Valdez (San Pablo); Zakhary Mallett (BART); Courtland Boozé (Richmond); Gayle McLaughlin (Richmond); Aleida Andriono-Chavez (WestCAT)

Staff Present: John Nemeth; Joanna Pallock; Danelle Carey; Valerie Jenkins; Ben Reyes-Legal Counsel

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

1. Call to Order and Self-Introductions – Chair Janet Abelson

2. Public Comment. None

Consent Calendar

ACTION: *Director Mallett* motioned to ADOPT the Consent Calendar. Seconded by *Directors McCoy and Wallace*. Passed unanimously.

- 3. Minutes of May 30, 2014 Board Meeting.**
- 4. Monthly Update on WCCTAC Activities.**
- 5. Financial Report.**
- 6. Payment of Invoices over \$10,000.**
- 7. Administrative Clerk Reclassification.**
- 8. AC Transit and WestCAT FY 14/15 Claims for Measure J Additional Bus Service Enhancements (Program 19b).**

Regular Agenda Items

9. Final FY 2015 Agency Work Program, Budget, and Dues.

ACTION: *Director Swearingen* motioned to accept the FY 2015 Agency Work Program, Budget and Dues; Seconded by *Director Wallace*, passed unanimously.

DISCUSSION: *Director Boozé* stated that he understood that WestCAT was having financial difficulties but felt that their dues should be the same as other members.

Director Swearingen expressed support for WestCAT's mission and also expressed sympathy for their budgetary constraints.

Chair Abelson asked for clarification as to why WestCAT has been receiving a dues discount.

ED Nemeth stated that WCCTAC paid for traffic monitoring on behalf of local jurisdictions as part of the Smart Corridors project for San Pablo Avenue. WestCAT's contribution to the project was to purchase an automatic vehicle location system (AVL), which they paid for themselves. He explained that in light of these costs, the Board gave a dues discount to WestCAT, which has continued up to the present.

Chair Abelson stated that she thought that the expenses for the Smart Corridor effort were complete.

Ed Nemeth replied that the Chair was correct. He noted, however, that WestCAT continues to pay maintenance fees for the system.

Chair Abelson asked if AC Transit was paying for the maintenance of its own AVL equipment.

Director Wallace responded that AC Transit does pay for the maintenance of their AVL equipment, but they have more funding sources.

Chair Abelson stated that AC Transit is paying for the same thing WestCAT is paying for. She also stated that she recalled that the reason that WestCAT received a discount is because they were small and could not afford regular dues.

Rob Thompson of WestCAT stated his understanding was the WestCAT's original discount was related to the Smart Corridors effort.

Director Wallace stated that if WestCAT needed a dues discount, they should receive it.

Chair Abelson stated that was her position as well.

Director Swearingen expressed his concern about the amount of budget allocated to consultants. He stated that he would like to see a breakdown of the items listed under "Consultants", some of which he will keep a close eye on.

10. Proposed Use of CBTP Funds for County Complete Streets Effort.

ACTION: *Director Wallace* motioned to approve use of CBTP funds for use with the County Public Works Complete Streets PDA grant; Seconded by *Director McCoy*, passed unanimously.

DISCUSSION: *Director Boozé* wanted to know if the bike lanes were being eliminated on San Pablo Ave because the City of Richmond is concerned with traffic backup. He also asked if the lanes or sidewalks would be narrowed down.

ED Nemeth stated that San Pablo Avenue from Rodeo to Crockett is currently a four lane road with no sidewalks. The County is proposing to take a look at the four lanes to see if it makes sense to change it to three lanes with a turning lane in order to make room for sidewalks and/or a bike path.

Director Chavez stated that with a Complete Streets effort, all the users needs are considered, including vehicles lanes, bicycle lanes, pedestrians.

Jamar Stamps - (*representing Contra Costa County*) thanked *ED Nemeth* for considering the use of CBTP funds for the County's project and for putting this item on the WCCTAC agenda. He also clarified the study area and noted that it includes an area near Parker Avenue and San Pablo Avenue that lacks sidewalks that will be investigated as well.

11. Measure J Subregional Needs Funds (Program 28b) – Update and Possible Uses.

ACTION: *Director McLaughlin* motioned to have staff bring back options to the Board on uses of 28b funds; including options on how much money can be allocated; whether all dues paying members should be eligible; what the criteria is for using these funds; specific allocations for funding of polling efforts and a High Capacity Transit Study. The motion also included un-encumbering money from the WCCTIS study. Seconded by *Director Mallet*; passed unanimously.

DISCUSSION: *Director McCoy* wanted to know if this item required 'Action' or just staff direction.

ED Nemeth responded that there was not a need to make a decision today on whether 28b funds should be used for the High Capacity Transit Study, polling, or as a return-to-source. However, he suggested that if the Board wants to create a return-to-source concept, staff would provide the Board with more detailed options in July.

Chair Abelson said the intent of this item is to understand the different ways 28b funds could be used so that we can have a clear picture going forward.

Director Boozé stated that he would like *ED Nemeth* to consider the use of funds for Richmond to use for senior and disabled who do not have cars.

Director Mallett said that he had heard skepticism from colleagues about how much money was available in the 28b fund. *ED Nemeth* responded confirmed that \$800-\$900k is available now.

Director Mallett shared that BART has approved a \$300k contribution to the High Capacity Transit Study, assuming other funds are secured from other sources.

Director Swearingen agreed with *ED Nemeth's* proposal to drop WCCTIS because it is vague. He stated that he would support using some of the 28b funds for a return-to-source, since monies received under Program 11 (Local Streets Maintenance and Improvements) are not sufficient to address local needs.

Director McCoy stated a preference for WCCTAC to leave a broad definition of uses for the 28b funds for cities to use as they needed.

Director Valdez also agreed with *Director McCoy* that cities should have broad latitude in how the funds would be used.

ED Nemeth stated that his recommendation would be for the Board to direct him to unencumber the WCCTIS funds. Secondly, he recommended coming back next month with options for allocating funds to members. He noted that these options would assume the setting aside of some 28b funds for the public outreach (polling) work and for a High Capacity Transit Study.

Lori Reese-Brown - City of Richmond thanked *ED Nemeth* for bringing this item forward for allowing the Board to consider this use of these funds. She stated she had spoken to *ED Nemeth* in the past about possible uses 28b funds and that the City of Richmond would like to use some of these funds for paratransit services in the city.

12. Proposed Options for West County Public Outreach

ACTION: *Director McCoy* motioned to adopt Option 3 and for *ED Nemeth* to come back to July Board Meeting with a draft of questionnaire (in English and Spanish) for Board review. *Director Chavez* seconded; *Director Swearingen* voted "no" on Option 3; motioned passed.

DISCUSSION: *ED Nemeth* gave an overview on this item and laid out three possible options that had been developed with the consultants. *Ms. Ruth Bernstein*, the consultant from EMC, answered questions.

Director Mallett directed *Ms Bernstein* to page 2 and asked what the sample size needed for a sub-group to have an optimal margin of error.

Ms. Bernstein replied that there is no perfect margin of error.

Director Mallett stated that there's some interest in having a more solid confidence in all the sub-groups. *Ms. Bernstein* stated that if the Board is interested in a specific sub-group, they would need to conduct 80-100 interviews.

Director Valdez expressed her desire to have a sub-group for seniors and Hispanics

Ms. Bernstein stated that they would make sure the voter population matched the voter demographics.

Director Valdez stated that she was also concerned about the non-voters.

Ms. Bernstein explained that if Option 3 were chosen, they would be doing outreach to make sure they contacted the non-voters as well. She said that about half of the adult population in the region was not registered to vote. EMC would propose mailing out bilingual post cards to non-voters inviting them to take the survey and then have an automated call to remind them to take the survey.

Director Swearingen stated his concerns about surveying individuals who are not registered voters.

Chair Abelson stated that the reason survey work had been done for CCTA by EMC Research was to determine what voters were interested in, possibly as a prelude to a new Expenditure Plan.

Director McCoy agreed with *Chair Abelson* and *Directors Swearingen* and *Valdez*, however, she stated that the information from the survey is valuable for planning purposes. She stated that the Board should be mindful of the transportation needs of non-voters as well.

Director Boozé asked if this survey was being done in preparation for a future tax measure.

ED Nemeth stated that the Authority has been contemplating a sales tax measure for 2016. He stated that understanding voter preferences in West County could therefore be a benefit of the survey.

Director Boozé raised caution about the willingness of residents to support a new tax measure, but agreed with the idea of polling people who are non-registered voters.

Director McCoy asked whether Option 3 would provide the same information as Option 1. *Ms. Bernstein* replied yes, that Option 3 would yield the same information as Option 1, with the additional opinions of non-voters.

Chair Abelson added that she saw things in the Countywide polling that were of concern to her and that the needs of West County should be looked at closer. She agreed that it was useful to find out the needs are of people in West County, including non-voters.

Director Mallett stated that EMC needs to ensure that enough voters are included for the survey to be relevant, given that a future sales tax may be a key consideration for the survey work. He also noted that ultimately, its countywide data that is most accurate for determining what voters will support since any tax measure would be countywide.

Director McCoy agreed with *Director Swearingen* about the cost concerns and *Director Mallett* about the countywide perspective, but felt that this survey would give WCCTAC useful information, both for input into a possible sales tax measure and for a more general understanding about needs in West County. She stated she supported Option 3.

Director Boozé stated that he deals with a lot of people who have come out of prison and are non-voters but use public transportation to get around. He is deeply concerned about the transportation needs of seniors.

Sam Casa asked if this survey would include non-voters who did not live in West County but worked in West County. He also expressed an interest in understanding the opinions of veterans, the disabled and low income individuals.

Director Mallett commented that he supported the motion because it could bring useful information to WCCTAC. However, he cautioned that the survey might not be as useful in determining what will be required for a countywide sale tax measure to pass.

13. WCCTAC Board Meeting Location

ACTION: *Director McCoy* motioned to hold WCCTAC Board meeting in El Cerrito, with a start time of 8:00am. Seconded by *Director McLaughlin*; *Director Boozé* voted no; motion passed.

DISCUSSION: *Director Boozé* asked *ED Nemeth* if he had spoken with the Richmond City Manager about the use of the Richmond City Council Chambers being used for the WCCTAC Board meeting.

ED Nemeth stated he had not.

Chair Abelson asked *Director Boozé* to consider travel for people who do not drive, citing that the Richmond location is on a BART spur and it takes more time to get there.

Director McCoy agreed that getting to the Richmond location would be more challenging; she did not see anything wrong with reaching out to the Richmond City Manager for a response; if meeting were to relocate to El Cerrito, she would like the meeting time changed to 8:00 a.m.

Director Valdez stated that this was issue discussed previously and she supports using the El Cerrito location.

Director McLaughlin stated that Richmond would not be available on Fridays because of a meeting that takes place in the morning although she was not sure if it's held the same Friday as the WCCTAC Board meeting. She also expressed support for the El Cerrito location with an 8:00 a.m. start time.

Director Boozé stated he would still like to hear from the Richmond City Manager about using their space.

STANDING ITEMS

14. Other Information

- a. Acronym List
- b. Letter to CCTA Executive Director with May 30, 2014 Summary of Board Actions

15. Board and Staff Comments - None

16. Other Business

17. Adjourn