

**West Contra Costa Transportation Advisory Committee
Board of Directors Meeting
Meeting Minutes:**

MEMBERS PRESENT: Chris Kelley, Chair (Hercules); Roy Swearingen, Vice-Chair (Pinole); Chris Peeples (AC Transit); Rita Xavier (San Pablo); Ben Choi (Richmond); Paul Fadelli (El Cerrito); John Gioia (Contra Costa County); Maureen Powers (WestCAT); Jael Myrick (Richmond)

STAFF PRESENT: John Nemeth, Joanna Pallock, Coire Reilly, Leah Greenblat, Kris Kokotaylo

ACTIONS LISTED BY: Valerie Jenkins

Meeting Called to Order: 8:03 am

Item #3 Election of Officers:

- a. **CCTA Representative (even-year term)**
Nomination of **Director Kelley** by **Director Swearingen**, Motion by **Director Gioia**, seconded by **Vice-Chair Swearingen**; Passed unanimously.
- b. **WCCTAC Chair**
Nomination of **Director Kelley** by **Director Swearingen**, Motion by **Vice-Chair Swearingen**, seconded by **Director Fadelli**; Passed unanimously.
- c. **WCCTAC Vice-Chair**
Nomination of **Director Roy Swearingen** by **Director Kelley**, Motion by **Chair Kelley**, seconded by **Director Peeples**; Passed unanimously.

CONSENT CALENDAR:

Motion to approved Items #4-8 below by **Vice-Chair Swearingen**; seconded by **Director Xavier**; Passed unanimously.

Item #4. Approved: Minutes for the December 13, 2019 Board Meeting.

Item #5. Received: Monthly Update on WCCTAC Activities.

Item #6. Received: Financial Reports: November and December 2019

Item #7. Received: \$11,452 to MarkOne Visual Communications
for WestCAT JX/JPX promotion mailer design and printing

Item #8. Approved: Memorandum of Understanding with Metropia.

REGULAR AGENDA ITEMS

ITEM/DISCUSSION	ACTION
Item #9 West Contra Costa Express Bus Implementation Plan: Draft Plan Review	Information Only Leah Greenblat of WCCTAC Staff, and consultant Adam Dankberg of Kimley-Horn presented the Draft West County Express Bus Implementation Plan for the Board’s review and input. The Board encouraged the use of zero emission buses for this service, voiced the need for safe and secure mobility hubs, and expressed a desire for high service frequencies. This item will return to the Board in February for final action.
Item #10 Richmond Ferry Update and Request to Fund Weekend Service in 2020	Kevin Connelly, of WETA staff, presented the Board with a status report on the Richmond Ferry. The Board was also asked to make a recommendation about weekend service in the summer of 2020. The Board formally recommended the use Measure J 22b funds to cover the operating costs for weekend service from May through October. The Board also requested more information on the possibility of adding a mid-day run on weekdays. WETA staff will return to the Board in February to review mid-day service options. Motion by Director Gioia; Seconded by Director Myrick to recommend Measure J 22b funding for ferry service on weekends between May 2020 and October 2020. Motion Passed. Yes - C. Kelley, J. Gioia, J. Myrick, R. Swearingen, C. Peoples, M. Powers, B. Choi, P. Fadelli, R. Xavier No - N/A
Item #11 STMP Fees and Accessory Dwelling Units (ADUs)	Leah Greenblat of WCCTAC staff, updated the Board on the SB 13, which governs how development fees can be applied to ADUs. Staff also sought the Board’s direction on a proposal

	<p>to change the Administrative Guidelines for the STMP program to exempt ADUs. Motion by Director Gioia and seconded by Director Xaier to modify the current STMP Administrative Guidelines to exempting ADUs from STMP fees.</p> <p>Motion Passed.</p> <p>Yes: J. Gioia, J. Myrick, R. Swearingen, C. Peeples, M. Powers, B. Choi, P. Fadelli, R. Xavier No: C. Kelley</p>
<p>Item #12 Zipcar Overview</p>	<p>Information Only</p> <p>Staff from Zipcar and CCTA Program Director, Peter Engel, provided an overview of an OBAG grant-funded car sharing program in West Contra Costa County.</p>

Meeting Adjourned: 10:02 a.m.