



Citizens Watchdog Committee Meeting Agenda

Monday, November 19, 2012, 6:30 to 8:30 p.m.
1333 Broadway, Suite 300, Oakland, CA 94612

Meeting Outcomes:

- Receive an update on the Program Compliance Workshop
- Report on the CWC Pre- and Post-Audit Subcommittee Meetings
- Receive an Independent Audit Presentation on ACTIA through its termination on February 29, 2012
- Receive an update on the fiscal year 2012-2013 (FY 12-13) quarterly investment report
- Receive an outreach summary on the 10th Annual CWC Report to the Public
- Receive an update on the One Bay Area Grant Program

6:30 – 6:35 p.m. **1. Welcome and Introductions**

6:35 – 6:40 p.m. **2. Public Comment**

6:40 – 6:45 p.m. **3. Approval of July 9, 2012 Minutes** A
03 CWC Meeting Minutes 070912.pdf – Page 1

6:45 – 7:00 p.m. **4. Program Compliance Workshop Update** I
04 EOY ComplianceWorkshop Agenda Packet
FY12-13.pdf – Page 7

The full Compliance Workshop Agenda Packet is available on the website at:

[http://www.alamedactc.org/files/managed/Document/8884/Compliance Workshop Agenda Rollup 092012.pdf](http://www.alamedactc.org/files/managed/Document/8884/Compliance%20Workshop%20Agenda%20Rollup%20092012.pdf)

7:00 – 7:15 p.m. **5. Report on the CWC Pre- and Post-Audit Subcommittee Meetings** I
05 CWC Pre-Audit Subcommittee Minutes 081412.pdf – Page 27
05A CWC Post-Audit Subcommittee Minutes 110212.pdf – Page 31

7:15 – 7:45 p.m. **6. ACTIA Independent Audit Presentation through February 29, 2012 Termination** I
06 ACTIA Audited Financials Through 022912 Termination.pdf – Page 37

7:45 – 8:00 p.m. **7. Quarterly Investment Report: FY 12-13 First Quarter Report** I
07 FY12-13 Quarterly Investment Report.pdf – Page 85

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- 8:00 – 8:10 p.m. **8. CWC Annual Report Outreach Summary** |
- A. Summary of Outreach and Costs**
- 08A Memo Annual Report Outreach.pdf* – Page 97
- 08A1 Summary Publication Costs.pdf* – Page 101
- B. Summary of Feedback**
- 8:10 – 8:20 p.m. **9. CWC Member Reports/Issues Identification** |/A
- 09 CWC Issues Identification Process and Form.pdf* – Page 105
- 8:20 – 8:30 p.m. **10. Staff Reports/Board Actions** |
- A. One Bay Grant Program**
- 10A Memo and Attachments Draft PDA Readiness*
- Classifications.pdf* – Page 109
- 10A1 Memo and Attachments OBAG Program*
- Guidelines.pdf* – Page 125
- B. General Items**
- 10B Alameda CTC Board Action Items.pdf* – Page 187
- 10B1 CWC Calendar.pdf* – Page 191
- 10B2 CWC Roster.pdf* – Page 193
- 8:30 p.m. **11. Adjournment**

Key: A – Action Item; I – Information/Discussion Item; full packet available at www.alamedactc.org

Next Meeting:

Date: January 14, 2013

Time: 6:30 to 8:30 p.m.

Location: Alameda CTC Offices, 1333 Broadway, Suite 300, Oakland, CA 94612

Staff Liaisons

Tess Lengyel, Deputy Director of Policy, Public Affairs and Legislation, (510) 208-7428, tlengyel@alamedactc.org

Patricia Reavey, Director of Finance, (510) 208-7422, preavey@alamedactc.org

Angie Ayers, Public Meeting Coordinator, (510) 208-7450, ayers@alamedactc.org

Location Information: Alameda CTC is located in Downtown Oakland at the intersection of 14th Street and Broadway. The office is just a few steps away from the City Center/12th Street BART station. Bicycle parking is available inside the building, and in electronic lockers at 14th and Broadway near Frank Ogawa Plaza (requires purchase of key card from bikelink.org). There is garage parking for autos and bicycles in the City Center Garage (enter on 14th Street between Broadway and Clay). Visit the Alameda CTC website for more information on how to get to the Alameda CTC: <http://www.alamedactc.com/directions.html>.

Public Comment: Members of the public may address the committee regarding any item, including an item not on the agenda. All items on the agenda are subject to action and/or change by the committee. The chair may change the order of items.

Accommodations/Accessibility: Meetings are wheelchair accessible. Please do not wear scented products so that individuals with environmental sensitivities may attend. Call (510) 893-3347 (Voice) or (510) 834-6754 (TTD) five days in advance to request a sign-language interpreter.



Alameda CTC Citizens Watchdog Committee Meeting Minutes
Monday, July 9, 2012, 6:30 p.m., 1333 Broadway, Suite 300, Oakland

Attendance Key (A = Absent, P = Present)

Members:

<u>P</u> James Paxson, Chair	<u>A</u> Petra Brady	<u>A</u> Erik Jensen
<u>P</u> Harriette Saunders, Vice Chair	<u>P</u> Mike Dubinsky	<u>P</u> Jo Ann Lew
<u>A</u> Pamela Belchamber	<u>A</u> Arthur Geen	<u>P</u> Hale Zukas
	<u>P</u> James Haussener	

Staff:

<u>P</u> Arthur L. Dao, Executive Director	<u>P</u> Patricia Reavey, Director of Finance
<u>P</u> Tess Lengyel, Deputy Director of Policy Public Affairs and Legislation	<u>P</u> Angie Ayers, Acumen Building Enterprise, Inc.

Public Hearing

1. Welcome and Call to Order

CWC Chair James Paxson called the regular meeting to order at 6 p.m.

2. Report from Chair/Review of Draft CWC Annual Report

James informed the committee that the CWC Annual Report Subcommittee met on July 2, 2012, and Attachment 2 in the agenda packet is the outcome of that meeting. Tess Lengyel mentioned that the Alameda CTC provided a handout this evening of the layout version of the report for the members' review. She reminded the committee that at the last CWC meeting, the members requested that staff modify the report to only contain content that applies to the purpose of the CWC, the CWC activities, and the oversight function of the CWC. Refer to agenda item 6 for additional feedback from the members.

Questions/feedback from the members:

- A member requested to put the "Measure B Pass-through Fund Totals for All Programs" table back in the report and to add a column to the table to show the fund balance for the agencies/jurisdictions.
- A member inquired if the complete projects finished early in the measure were completed either under or on budget shown on the Project Status table. Staff said the CWC has not previously provided that information in the report.
- Staff clarified the fields on the Project Status table as follows: The column "2000 Expenditure Plan Measure B Commitment" is the dollar amount listed in the 2000 Expenditure Plan. The column labeled "Measure B Commitment as of FY 11-12" is the current commitment.

3. Public Comment

There were no public comments since no public were present.

4. Close Public Hearing on CWC Annual Report

Chair Paxson closed the public hearing at 6:15 p.m.

Regular Meeting**5. Welcome and Introductions**

Chair Paxson called the regular meeting to order at 6:15 p.m.

6. Approval of June 11, 2012 Minutes

Jo Ann Lew requested an update to the minutes to reflect a suggestion she made to add a column to the "Measure B Pass-through Fund Totals for All Programs" table to show the fund balance for agencies/jurisdictions.

Jo Ann Lew moved to approve the minutes with the above change. Harriette Saunders seconded the motion. The motion carried unanimously (6-0).

The CWC members also discussed their expectations for the summary minutes. At the June CWC meeting, the members had requested staff to distribute a summary of the meeting minutes within three weeks after each meeting to allow the CWC members the chance to provide agenda item suggestions to the chair for upcoming CWC meetings.

At the July meeting, the members stated that the summary minutes are not complete enough and recommended staff draft the full minutes and distribute them to CWC members for comment. Staff will incorporate the comments, if applicable, from the members in the final minutes. A member inquired if ad-hoc committee minutes will follow the same process. Staff stated that it will generally follow this process for regular CWC and ad-hoc committee meeting minutes, however, sometimes the timing of the ad-hoc meetings may not allow for the same completion timeframe.

The following is a recap of the process the CWC members agreed on by consensus for the minutes and the agenda review.

- Three weeks after the meeting, Alameda CTC will distribute the draft CWC meeting minutes to CWC members via email.
- Members will notify Chair James Paxson and staff of updates to the meeting minutes. Staff will incorporate any modifications and distribute the final minutes in the CWC agenda packet.
- Members will notify Chair James Paxson and Vice Chair Harriette Saunders of agenda item suggestions for the upcoming CWC meeting. The CWC members will copy Tess Lengyel and Angie Ayers on the email as well.
- Three weeks prior to each CWC meeting the CWC chair, vice chair, and staff will hold an agenda review meeting and discuss the suggestions from the members. Once the

agenda review meeting date is set, CWC members will receive a reminder to submit any proposed agenda items for consideration to the chair by a set deadline.

- Staff will mail the full agenda packet containing the minutes to CWC members one week before the meeting.

7. Approval of Final CWC Annual Report, Publication Methods, Costs, and Press Release

CWC Annual Report:

In the June meeting, CWC members requested staff to ensure that the figures in the report are accurate, can be verified, and relate to one another. As a result of this request, Patricia Reavey presented and reviewed the Fund Balance and Statement of Revenues FY2010 – 2011 handout in conjunction with the pie chart showing Measure B sales tax activities on the first page of the CWC Annual Report. She showed the direct relationship between the expenditures/expenses on the handout to the sales tax activities on the first page of the report. The numbers also correlate to the “Financial At-a-Glance” figures, even though they are presented differently. Tess reviewed pages 2 through 8 of the CWC Annual Report with the committee.

Questions/feedback from members:

- What will happen to the adjustments in the next fiscal year? Trish said that it will be a negative adjustment. We need to encourage the vendors to be more timely in submitting their invoices. The \$33 million adjustment is due to large invoices coming in late, such as the BART to Warm Springs project. It takes time to review and go through complicated invoices such as BART invoices. The Alameda CTC project manager works very closely with project sponsors to ensure the invoices are correct and paid on time.
- The members agreed by consensus to put the “Measure B Pass-through Fund Totals for All Programs” table should be included in the report and to add a column to the table to show the fund balance.
- Members wanted to know who will proofread the report and ensure that the report is consistent throughout and speaks with one voice. Staff assured the committee that someone who hasn’t worked on the report will proofread it and ensure that the report speaks with one voice.
- The Independent Audits bullet on page 3 needs to reflect the action taken, and the word “received” is fine.
- It was noted that the \$61.1 million expended in Measure B funds on programs references “minus administrative costs,” and projects should be treated the same.
- Ensure that the pie charts have labels to explain them and that the table on page 2 ties in with the chart.
- For the CWC Activities, the report has a good description of what CWC did; however, the outcomes are missing. For example, the descriptions of the ad-hoc committee meetings for reviewing the fund balances and the master programs funding agreement review do not show what the CWC contributions produced. If additional space is needed, the TEP discussion can be reduced.
- Present the percent allocations on page 5 in another way to make it less confusing.

- Project 17A on the Project Status table is missing information in the columns, and the word “Hesperian” only has one quotation mark.
- Modify footnote number 2 on the Project Status page to reflect the current status.
- Ensure that all of the columns on the Project Status table are filled in.
- Ensure that all of the numbers are added correctly on the Project Status table.
- Be clear on the use of acronyms throughout the report.

James Paxson stated that staff will incorporate these comments into the annual report. An outside consultant will review the report to make it consistent and speak in one voice. Staff requested and the committee agreed that the chair review and finalize the report before publication.

Publication Methods and Costs:

Tess reviewed the annual report publication methods and costs with the committee. She informed the committee that the AOL Patch Network is included, and the legal notice of the public hearing is also included in the costs. Staff added a footnote to provide a definition for page views and click-throughs. Tess reminded the committee members that they agreed last year to translate the 10.5x14-inch advertisement into Spanish and Chinese to reach the Asian and Latino communities and that cost is included again this year. The cost now is under \$40,000, and the budget is \$50,000 to publish the report. Tess provided a summary of additional outreach that will not have a cost associated with it, such as emails to the chambers of commerce and CWC organizations, a [Twitter feed](#), and a [Facebook page](#). The members requested to expand the social media to include YouTube.

Press Release:

Tess reviewed the press release with the committee. The members were satisfied with the content.

James Haussener moved to approve the publication costs, the press release, and to have the chair review and finalize the annual report for publication. Mike Dubinsky seconded the motion. The motion carried unanimously (6-0).

8. Establish a CWC Audit Subcommittee

At the June meeting, the committee members expressed concern about the independent auditor report. In light of that comment, it was determined that the CWC will establish an audit subcommittee that will meet directly with the auditors to discuss specific financial issues. The subcommittee will have pre-audit and post-audit meetings during this fiscal year. The following CWC members volunteered to serve on the audit subcommittee:

- James Haussener
- James Paxson
- Harriette Saunders
- Hale Zukas

As shown on the calendar on page 23 in the packet, the Audit Subcommittee will have an opportunity to meet with the independent auditor before the audit commences and once the audit is complete.

James Haussener made a motion to form an audit subcommittee that will meet with the independent auditor, Vavrinek, Trine, Day & Company LLP. Jo Ann Lew seconded the motion. The motion carried unanimously (6-0).

9. Approval of CWC FY 12-13 Calendar and Bylaws

Calendar:

Tess led the discussion on the CWC FY 12-13 Calendar. To determine which financial updates should appear on the calendar, the committee inquired about the schedule for the financial reports. Staff responded that the quarterly investment report is prepared during June and July and will be distributed to the Commission as a handout at the July 26, 2012 Board meeting. Staff will present the quarterly investment report to the CWC in November 2012.

The members wanted to know when staff generates the quarterly financial statement. Staff mentioned that the quarterly financial statement contains information for all of Alameda CTC, and it has more information than the CWC would review. Art Dao stated that the key financial information that is part of CWC's review role is the mid-year budget update and the operating budget for the following year. He also mentioned that the Strategic Plan is also significant, because it is a roadmap on how Alameda CTC invests in capital projects. The quarterly investment report is also important to assure the public that Alameda CTC is not making bad investments.

Staff mentioned that the Commission adopts the mid-year budget in February. Alameda CTC agreed to email the CWC members the mid-year budget update the same time the report goes to the Commissioners.

Bylaws:

Staff will change "summary notes" to "draft minutes" on page 31 of the bylaws as discussed under agenda item 6.

James Haussener moved to approve the CWC calendar and bylaws. Harriette Saunders seconded the motion. The motion carried unanimously (6-0).

10. Approval of CWC Watch List for FY 12-13

James Paxson informed the members to review the current "Watch List" for both projects and programs. He requested the members to notify Angie Ayers of any changes/updates if they differ from last year. Staff will notify the project sponsors that CWC members are watching their projects and programs.

11. CWC Member Reports/Issues Identification

Harriette Saunders stated that she attended the Alameda County Fair and performed outreach for Measure B.

Jo Ann Lew informed the committee that she provided input to the Association of Bay Area Governments (ABAG) for Union City to receive the ABAG award for the Union City Intermodal Station promenade project in April 2012. She mentioned that this project is a great community effort with Measure B and ABAG.

12. Staff Reports/Board Actions

A. Revised Sales Tax Projection Update for FY 11-12

Patricia Reavey reviewed the revised sales tax projection on page 39 in the agenda packet. She mentioned that the sales tax revenues increased by \$6 million, totaling the net sales tax revenues at \$110 million for FY 11-12.

B. Update on Final Budget for FY 12-13

Patricia Reavey reviewed and led the discussion of the ACTIA budget on page 41 in the agenda packet. She noted that the Board approved the final budget on June 26.

C. Update on Measure B 1998 Revenue Projections

At the June CWC meeting, a member requested that Alameda CTC present a document showing the 1998 revenue projections for the 2000 Measure B original sales tax revenue projection. As a result of that comment, Art informed the committee that two memos are in the agenda packet containing the requested information.

D. Final Strategic Plan Review

James O'Brien reviewed the final strategic plan that the Commission adopted on June 26, 2012. He reviewed first the 2000 Measure B capital project commitment summary, and he discussed the total Measure B commitment for each capital project included in the 1986 and 2000 Measure B capital programs. James mentioned that the final FY 12-13 Strategic Plan will provide the roadmap for proceeding with delivery of the remainder of capital projects, which will require financing in the near-term.

E. Countywide Transportation Plan and Transportation Expenditure Plan Update

Tess gave an update on the Countywide Transportation Plan (CWTP) and Transportation Expenditure Plan (TEP). She stated that the Commission adopted both plans in May 2012. Tess stated that at the regional level, the environmental process is occurring for the various alternatives for the Regional Transportation Plan (RTP). When the RTP is approved, Alameda CTC will align the CWTP with it, if needed.

F. General Items

None

13. Adjournment/Next Meeting

The meeting adjourned at 8:40 p.m. The next meeting is scheduled for November 12, 2012 at the Alameda CTC offices.



End-of-Year Compliance Workshop Agenda

Thursday, September 20, 2012, 10 a.m. to 12 p.m., Conference Rooms A & B
1333 Broadway, Suite 300, Oakland, CA 94612

Meeting Outcomes:

- Review requirements for Measure B and Vehicle Registration Fee (VRF) fund recipients.
- Discuss the FY 11-12 independent audit report – **due December 27, 2012.**
- Review the FY 11-12 compliance report form and attachment – **due December 31, 2012.**
- Understand new requirements and receive helpful hints regarding the report forms.
- Receive answers to questions on the compliance reporting process.

10:00 – 10:10 a.m. **1. Welcome and Introductions**
Matt Todd

10:10 – 10:20 a.m. **2. Review of Programmatic Fund Requirements**
John Hemiup
02 FY11-12 Compliance Presentation – Page 1
02A FY11-12 Compliance Reporting Requirements – Page 17

10:20 – 10:30 a.m. **3. Questions and Answers**
All

10:30 – 10:40 a.m. **4. Independent Compliance Audit Report including Preferred Language**
Patricia Reavey
04 Compliance Checklist – Page 19
04A Preferred Audit Language – Page 21
04B Sample Audit Form Format – Page 23

10:40 – 10:50 a.m. **5. Questions and Answers**
All

10:50 – 11:20 a.m. **6. Compliance Report Forms**
John Hemiup/
John Nguyen
06 FY11-12 Measure B Compliance Report Form – Page 25
06A FY11-12 Measure B Tables 1-3 Attachment – Page 51
06B FY11-12 VRF Compliance Report Form – Page 99
06C FY11-12 VRF Tables 1-3 Attachment – Page 111

11:20 – 11:30 a.m. **7. New Requirements and Helpful Hints**
John Hemiup
07 New Requirements and Helpful Hints – Page 123

11:30 – 12:00 p.m. **8. Questions and Answers**
All

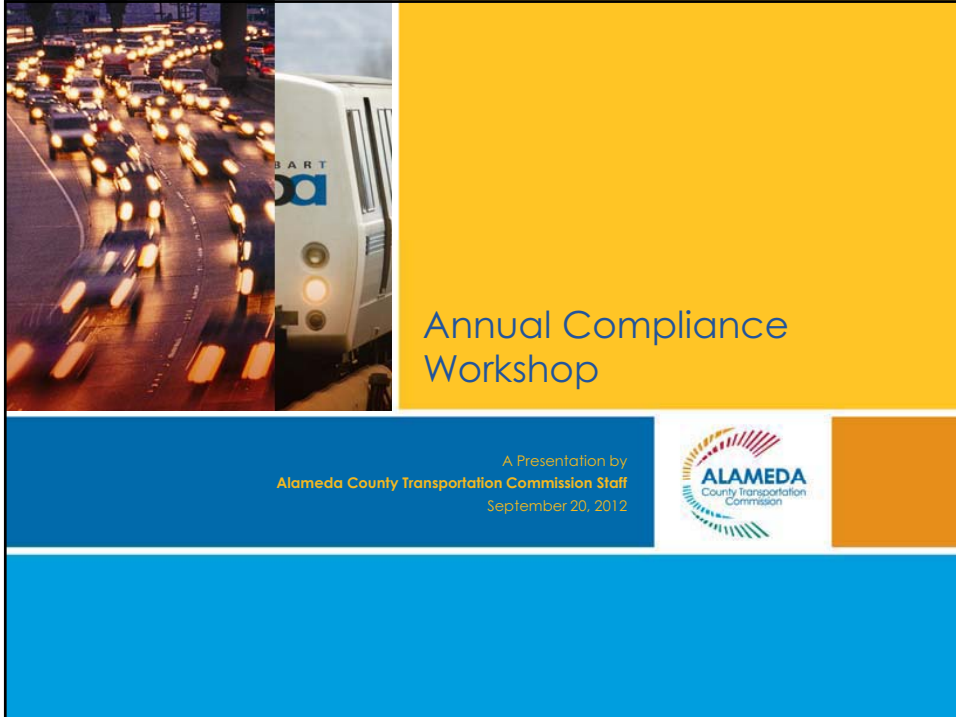
12 p.m. **9. Adjournment**

Staff Liaisons:

For financial questions: Patricia Reavey, Director of Finance, (510) 208-7422, preavey@alamedactc.org
For program questions: Matt Todd, Manager of Programming, (510) 208-7420, mtodd@alamedactc.org
John Hemiup, Senior Transportation Engineer, (510) 208-7414, jhemiup@alamedactc.org
Form/submission questions: John Nguyen, Programs Project Manager, (510) 208-7419, jnguyen@alamedactc.org


Location Information: Alameda CTC is located in Downtown Oakland at the intersection of 14th Street and Broadway. The office is just a few steps away from the City Center/12th Street BART station. Bicycle parking is available inside the building, and in electronic lockers at 14th and Broadway near Frank Ogawa Plaza (requires purchase of key card from bikelink.org). There is garage parking for autos and bicycles in the City Center Garage (enter on 14th Street between Broadway and Clay). Visit the Alameda CTC website for more information on how to get to the Alameda CTC: <http://www.alamedactc.org/directions.html>.

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Annual Compliance Workshop

A Presentation by
Alameda County Transportation Commission Staff
September 20, 2012



A Brief History: Measure B

- Voters approved Measure B in 1986
- One of the first self-help counties in the state
- Reauthorized in November 2000 with 81.5% voter approval rate
- Total administration costs are limited to 4.5% with a 1% cap on administrative salaries & benefits



A Brief History: Vehicle Registration Fee

- Voters approved the Vehicle Registration Fee (VRF) in November, 2010
- Collection of the annual \$10 per vehicle fee started with registrations due in May, 2011
- Total administration cost are limited to 5.0%
- First VRF funds distributed in Spring 2012 as Local Streets and Roads pass-through funds



Alameda CTC History

- First stages of merger between ACCMA and ACTIA began in July, 2010
- As a joint powers authority, Alameda CTC has taken on combined roles of former agencies as of February, 2012
- Mission is to plan, fund and deliver transportation programs and projects



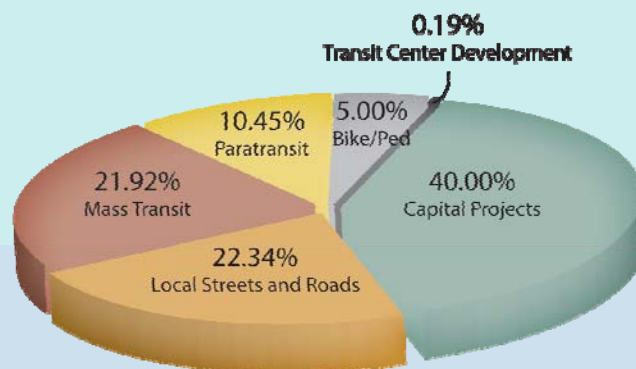
CWC Role

- Citizens Watchdog Committee (CWC)
 - 17 members from throughout Alameda County
 - CWC's authority did not change with merger
- Reviews all 2000 Measure B expenditures
- Reports directly to the public annually
- May request that recipients present a project progress report to the CWC



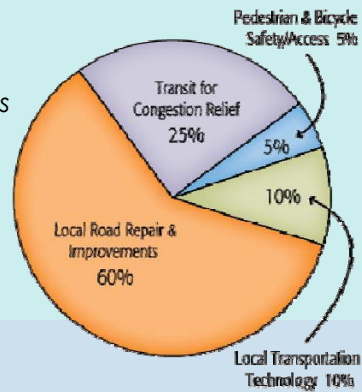
Measure B: A Multi-Modal \$3 Billion Plan

Measure B Allocations



Vehicle Registration Fee Program

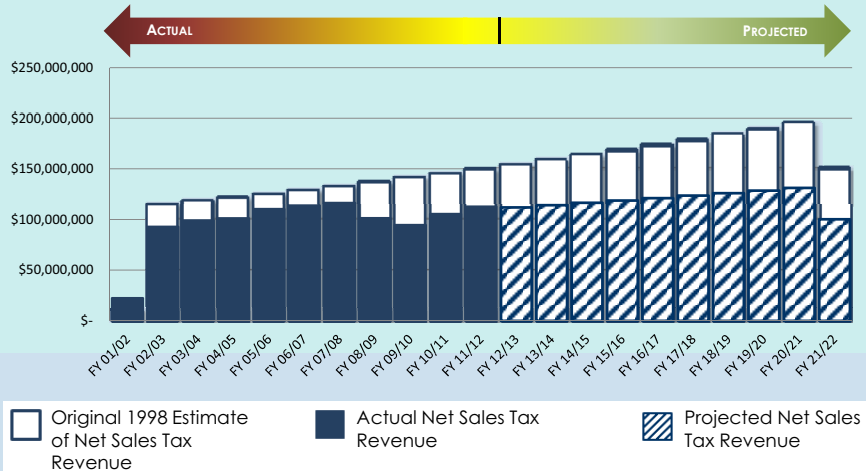
- VRF funds are exclusively for projects and programs that
 - *Repair and maintain local streets and roads*
 - *Make public transportation easier and more efficient*
 - *Increase efficiency of travel between all transportation modes*
 - *Reduce pollution from vehicles*



Measure B and VRF Programs

- Pass-through funds
 - *Priorities determined at the local level*
 - *Monthly distributions*
 - *Reporting requirements*
- Countywide Programs
 - *Competitive grant programs*
 - *Program coordination*
 - *Educational and informational services*

2000 Measure B Financials



Annual Compliance Workshop



9

Financial Update

- FY 2008-09 net sales tax revenues – \$96.8 million
- FY 2009-10 net sales tax revenues – \$90.2 million
- FY 2010-11 net sales tax revenues – \$100.7 million
- FY 2010-11 net VRF revenues – \$0.9 million
- FY 2011-12 net sales tax revenues - \$107.5 million
- FY 2011-12 net VRF revenues – \$11.6 million
- FY 2012-13 budgeted net sales tax revenues - \$106.4 million
- FY 2012-13 budgeted net VRF revenues – \$10.2 million

Annual Compliance Workshop



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Program Compliance Target Dates

Dates	Action
Mid-September 2012	Compliance Forms Available
September 20 th	Compliance Workshop
December 27	Compliance Audit Due
December 31	Compliance Report, Tables 1-3 Attachment Due
January 2013	CWC and Staff Review Audits and Reports
February 2013	Measure B Recipients Receive Status Letters and RFI's
March 2013	CWC Receives Draft Expenditure Summary Report
April 2013	Commission Receives Full Expenditure Summary Report
August 2013	CWC Releases 11 th Annual Report to the Public

Reporting Requirements

- Publish article annually in Alameda CTC newsletter or jurisdiction newsletter
- Update information on jurisdiction's website
- Link to www.AlamedaCTC.org
- Signage
 - Multiple sign templates available
 - Magnets

Reporting Requirements

- End-of-Year Independent financial Audits
 - Due December 27th
 - 180 days after end of **previous** fiscal year
- End-of-Year Compliance Reports
 - Due December 31st
- Available for review by the following:
 - Alameda CTC
 - CWC
 - PAPCO
 - General public

Auditing Requirements

- Balance Sheets and Statement of Revenues & Expenditures & Fund Balance for each pass-through type of funding:

Measure B	Vehicle Registration Fee
Local Streets and Road	Local Streets and Roads
Bicycle and Pedestrian	
Mass Transit	
Paratransit	

- Audit opinions that demonstrates compliance
- Alameda CTC's review includes an analysis of items such as expenditures and reserves

Audit Requirements

- 2000 MB/VRF Compliance Audit Opinion
 - *Two separate sets of financial statements and two audit opinions are required*
 - *Audit requirement per contract*
 - An independent compliance audit which should include a clear statement of compliance regarding funds received and used, including plans for and reports of expenditures.
 - *Recommended audit opinion language*
 - In our opinion, the City of XXXX is in compliance with the laws and regulations, contracts, and grant requirements related to 2000 Measure B/VRF funds as specified in the agreement between the City and the Alameda County Transportation Commission.

Alameda CTC's Obligations

- Compliance with 2000 Measure B/VRF and PUC 180000
- Remit funds to recipients within five working days from revenue receipt
- Provide recipients annual MB/VRF revenue projections based on the updated road mileage and population formula, and latest registered vehicles data for Alameda County
- Have an independent audit conducted and present results to the Commission
- Notify jurisdictions not in compliance/withhold funds
- Review submitted compliance reports by end of January each year

Recipient's Obligations: Accounting

- Expend 2000 Measure B and VRF funds in compliance with 2000 Measure B/VRF requirements and PUC 180000
- Maintain Accounting systems
 - Segregate 2000 Measure B funds and accrued interest
 - Segregate VRF funds and accrued interest
 - Adequate internal controls and audit trail to track usage of each fund type
- Accept allocation formula for Measure B and VRF revenues

Recipient's Obligations: Reporting

- Independent Annual Financial Audit
 - Due to Alameda CTC within 180 Days of the end of the fiscal year **(December 27, 2012)**
 - Compliance opinion from auditors (see recommended language)
- Measure B and VRF Program Compliance Report
 - Due to Alameda CTC by year's end **(December 31, 2012)**
 - Describes expenditures and benefits derived from funded programs/projects
 - Certifies maintained road miles
 - Establishes a short range expenditure plan for unexpended reserve funds over the next four years
 - Expects jurisdictions to demonstrate that a Complete Streets Policy is being developed and will be adopted by June 30, 2013

Recipient's Obligations: Fund Usage

- **Timely Use of Funds Policy:** Article 3.A. of the Master Programs Funding Agreement (MPFA) requires all Measure B and VRF funds received to be spent expeditiously.
- **Reserve Fund Policy:** Article 3.B. of the MPFA allows recipients to reserve funds in special reserve programs for up to four years.
- **Rescission of Funds Policy:** Article 3.C. of the MPFA requires recipients to return unspent funds and all interest earned thereon to Alameda CTC.

Types of Reserve Funds

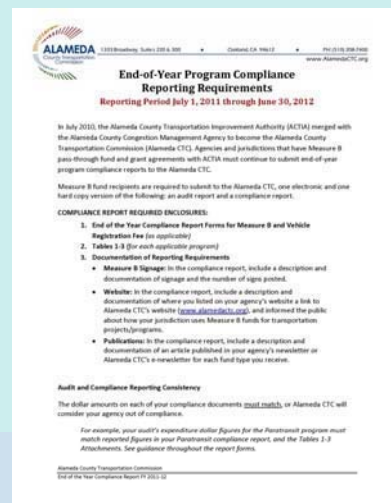
- **Capital Reserve:** Funds designated for Capital Projects that could not be funded by a single year's worth of Measure B or VRF pass-through funds
 - *Time limit: Recipient may accumulate funding from FY12-13, FY13-14, and FY14-15, but must spend the reserve funds prior to the end of FY15-16.*
- **Operations Reserve:** May not exceed 50 percent of anticipated revenues for the Measure B and VRF Funds.
- **Undesignated Reserve:** May not exceed 10 percent of annual-pass through revenues.

Submission Requirements

- Independent Financial Audit Report
 - Submit one electronic and one hard copy of the Financial Audit Report by **5 p.m. on December 27, 2012**
- Program Compliance Report
 - Submit one electronic and one hard copy of the Program Compliance Report by **5 p.m. on December 31, 2012**
- Submission guidance
 - Submit the WORD form and Tables 1-3 Attachment via email to grants@AlamedaCTC.org
 - Do not PDF the WORD form or the Excel Tables. Submit the completed forms in their entirety.

Alameda CTC Program Compliance Annual Report

- 2011-12 Program Compliance Report forms are available for download at the link below:
<http://www.alamedactc.org/app/pages/view/4136>



ALAMEDA
1330 Broadway, Suite 202 & 302 Oakland, CA 94612
PH: 510.398.3800
www.alamedactc.org

End-of-Year Program Compliance Reporting Requirements
Reporting Period July 1, 2011 through June 30, 2012

In July 2010, the Alameda County Transportation Improvement Authority (ACTIA) merged with the Alameda County Congestion Management Agency to become the Alameda County Transportation Commission (Alameda CTC). Agencies and jurisdictions that have Measure B pass-through fund and grant agreements with ACTIA must continue to submit end-of-year program compliance reports to the Alameda CTC.

Measure B fund recipients are required to submit to the Alameda CTC, one electronic and one hard copy version of the following: an audit report and a compliance report.

COMPLIANCE REPORT REQUIRED ENCLOSURES:

1. End of Year Compliance Report Form for Measure B and Vehicle Registration Fee (as applicable)
2. Tables 1-3 (for each applicable program)
3. Documentation of Reporting Requirements
 - **Measure B Signage:** In the compliance report, include a description and documentation of signage and the number of signs posted.
 - **Website:** In the compliance report, include a description and documentation of where you listed on your agency's website a link to Alameda CTC's website (www.alamedactc.org), and informed the public about how your jurisdiction uses Measure B funds for transportation projects/programs.
 - **Publications:** In the compliance report, include a description and documentation of an article published in your agency's newsletter or Alameda CTC's newsletter for each fund type you receive.

Audit and Compliance Reporting Consistency
The dollar amounts on each of your compliance documents must match, or Alameda CTC will consider your agency out of compliance.
For example, your audit's expenditure dollar figures for the Paratransit program must match reported figures in your Paratransit compliance report, and the Tables 1-3 Attachments. See guidance throughout the report forms.

Alameda County Transportation Commission
End of the Year Compliance Report FY 2011-12

Alameda CTC Program Compliance Annual Report

- End-of-Year Program Compliance requires three submissions
 1. Independent Financial Audit
 2. Program Compliance Report form
 3. Tables 1-3 Excel worksheet
- Submittal deadlines and instructions are available on the website:
http://www.alamedactc.org/app_pages/view/4136

ALAMEDA 1333 Broadway, Suite 200 & 300 Oakland, CA 94612 PH: (510) 268-7400 www.alamedactc.org

Submittal Instructions Audit and Compliance Reports

The End-of-Year (EOY) Program Compliance Report includes a Microsoft Word Report Form and a MS Excel file with updated Tables 1, 2 for each program. These documents are available for download at http://www.alamedactc.org/app_pages/view/4136

COMPLIANCE AUDIT REPORT: Due Thursday December 27, 2012

Electronic submission: Submit one copy of the Compliance Audit Report via email to grants@alamedactc.org

Hard-copy submission: Postmark one hard copy of the Compliance Audit Report, signed by an independent auditor, by Thursday December 27, 2012.

Mail hard-copy reports to: Alameda CTC, Attn: End-of-Year Program Compliance, 1333 Broadway, Suite 200, Oakland, CA 94612

EOY COMPLIANCE REPORT: Due Monday December 17, 2012

Electronic submission:

1. Download and complete the MS Word Form and Excel file for Measure B and Vehicle Registration Fee Programs as applicable.
2. Include attachments, labeled appropriately as Attachments A-D as indicated on the signature page (page 3). Each attachment package should include:
 - a. Two photos maximum, per program fund type.
 - b. Documentation of articles, newsletters, signage, etc. (ensure the attachments are labeled and are easily readable when reproduced in black and white).
3. Send an email with the completed MS Word document, Excel Tables 1-3, and attachments to grants@alamedactc.org. If your files are larger than 5 MB, upload the files to Alameda CTC's FTP site below, and send an email to grants@alamedactc.org to notify us of the upload.

FTP server name: <ftp.alamedaactc.org>
 Username: 2012
 Password: 1333broadway

Hard-copy submission:

1. Postmark one hard copy of the EOY Program Compliance Report and the Tables 1-3 worksheet attachments with original signatures by Monday, December 17, 2012.
2. The signature page (page 3) must have original signatures from the city finance manager and city manager, or the appropriate equivalent or their designees.

Alameda County Transportation Commission
 End of the Year Compliance Report FY 2012-13

Alameda CTC Program Compliance Annual Report

- Program Compliance Annual Report Cover Sheet
 - Type in your agency name
 - Check all boxes for programs that apply to your agency
 - Check all boxes to include attachments for that program (photos, article, etc.)
 - Enter name, title of agency manager and finance manager
 - Sign and date to certify true and accurate reporting

ALAMEDA 1333 Broadway, Suite 200 & 300 Oakland, CA 94612 PH: (510) 268-7400 www.alamedactc.org

End-of-Year Program Compliance Report Reports due December 31, 2012

Agency Name: _____

Choose the type(s) of report you are submitting (check all that apply; Tables 1-3 are required)

☐ Annual Program Compliance Report - Bicycle and Pedestrian Safety Funds
☐ Annual Program Compliance Report - Local Streets and Roads Funds
☐ Annual Program Compliance Report - Mass Transit Funds
☐ Annual Program Compliance Report - Paratransit Funds
☒ Tables 1-3: Program Summary of Revenues, Expenditures, and Reserves (Excel worksheet)

List any additional attachments in the electronic report submittal (check all that apply):

☐ Attachment A: Bicycle and Pedestrian Attachments
☐ Attachment B: Local Streets and Roads Attachments
☐ Attachment C: Mass Transit Attachments
☐ Attachment D: Paratransit Attachments
☐ Other Attachments (clearly label additional attachments as needed)

Certification of True and Accurate Reporting
 Authorized representatives of the reporting agency (i.e. the city manager and finance manager or their designees) must sign below attesting the compliance information reported are true and complete to the best of their knowledge, and the audited dollar figures (attach only to the Measure B revenues and expenditures reported in the compliance report and Tables 1-3).

X _____ Date _____
 Signature Print Name Title of Agency Manager

X _____ Date _____
 Signature Print Name Title of Finance Manager

Alameda County Transportation Commission
 End of the Year Compliance Report FY 2012-13 Page 1 of 21

Alameda CTC Program Compliance Report

- Example of the MS WORD Form
- Complete narrative questions

Tables 1- 3 Attachment

- Complete Tables 1-3 for each Program
 - Table 1: Summary of Revenues and Expenditures
 - Table 2: Summary of Expenditures and Accomplishments
 - Table 3: Summary of Planned Projects and Reserve Funds
- Each Program Tables 1-3 are grouped in color tables in the Excel File.

Table 1: Revenues and Expenditures

[illegible]

Table 2: Summary of Expenditures and Accomplishments

[illegible]

Audit and Compliance Report Consistency

Alameda County Transportation Commission Measure K Funds						
CITY OF ACEME						
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE						
For the Fiscal Year Ending June 30, 2013						
	Revenues and Production	Local Sources and Receipts	State Transfers	Federal Grants	Totals	
REVENUES						
Measures K and R through Revenue						
Pass Through Measure K	10,000.00	10,000.00	80,000.00	10,000.00		\$100,000.00
Pass Through Measure R	5,000.00		2,000.00			\$7,000.00
Pass Through Measure K and R	15,000.00		82,000.00	10,000.00		\$107,000.00
Subtotal Pass Through Revenue	30,000.00		82,000.00	10,000.00		\$122,000.00
Other Measures K and Revenue						
Measure K Grants	5,000.00	25,000.00	60,000.00	5,000.00		\$95,000.00
Other Measures K Revenue	10,000.00	10,000.00	2,000.00	5,000.00		\$27,000.00
Subtotal Other Measures K and Revenue	15,000.00	35,000.00	62,000.00	10,000.00		\$122,000.00
Total Revenues	45,000.00	35,000.00	144,000.00	20,000.00		\$344,000.00
EXPENDITURES						
Capital Expenditures						
Planning and Engineering						
Construction	35,000.00	50,000.00	225,000.00	15,000.00		\$325,000.00
Transportation and Operations						
Community Development and Housing						
Subtotal Expenditures	35,000.00	50,000.00	225,000.00	15,000.00		\$325,000.00
Total Expenditures	35,000.00	50,000.00	225,000.00	15,000.00		\$325,000.00
REVENUES OVER (UNDER) EXPENDITURES	10,000.00	5,000.00	19,000.00	5,000.00		\$39,000.00
FUND BALANCES						
Beginning Fund Balances	10,000.00	10,000.00	80,000.00	10,000.00		\$110,000.00
Ending Fund Balances	20,000.00	15,000.00	99,000.00	15,000.00		\$149,000.00

[illegible]

Tables 3: Planned Projects and Reserve Funds

[illegible][illegible]

How Can Alameda CTC Help?

For more information contact the following staff:

Patricia Reavey

Director of Finance

preavey@AlamedaCTC.org

(510) 208-7422

Matt Todd

Manager of Programming

mtodd@AlamedaCTC.org

(510) 208-7420

John Hemiup

Senior Transportation Engineer

jhemiup@AlamedaCTC.org

(510) 208-7414

John Nguyen

Programs Project Manager

jnguyen@AlamedaCTC.org

(510) 208-7419

Annual Compliance Workshop



31



Thank you for delivering
Measure B and VRF
projects
and programs in
Alameda County

Q & A?



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The full End-of-Year Compliance Workshop agenda packet can be found on the Alameda CTC website at

http://www.alamedactc.org/files/managed/Document/8884/Compliance_Workshop_Agenda_Rollup_092012.pdf.

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CWC Pre-Audit Subcommittee Meeting Notes

Tuesday, August 14, 2012, 3:30 to 4:15 p.m., 1333 Broadway, Suite 300, Oakland

At the June 11, 2012 Citizens Watchdog Committee (CWC) meeting, committee members expressed the desire to have a more active role in the auditing process. The CWC agreed to establish an audit subcommittee to meet with the auditor and discuss the following financial issues related to the Alameda County Transportation Improvement Authority (ACTIA) and Measure B, and Vavrinek, Trine, Day & Co., LLP (VTD) audit and testing methodology:

- What is the testing strategy VTD will use?
- What part of the Alameda CTC organization will VTD test?
- Did findings from previous audits suggest areas where additional review might be needed?
- How will VTD confirm the percentage of overhead/administrative time?
- With the merger, how is VTD certain the Measure B funds are only being used for ACTIA purposes?

On August 14, 2012, the following CWC members and staff met with the Alameda CTC's independent auditor, VTD to discuss these issues.

Attendees: Ahmad Gharaibeh, VTD; Jim Haussener; James Paxson (by phone); Hale Zukas

Alameda CTC Staff: Arthur Dao, Alameda CTC Executive Director; Tess Lengyel, Deputy Director of Policy, Public Affairs and Legislation; Patricia Reavey, Director of Finance

The meeting began with VTD Auditor Ahmad Gharaibeh explaining his plan for the Alameda CTC audit. James Paxson requested Ahmad highlight items that the Commission Audit Committee wanted covered during the audit for fiscal year 2011-2012 (FY 11-12). Ahmad stated that the Commission did not have questions related to Measure B. Their questions were related to the merger and general questions on how VTD will proceed with the audit. Ahmad told the CWC Audit Subcommittee that the audit VTD performs will confirm the proper segregation between Measure B funds and all other funds from the merger on the financial statements.

Ahmad described how VTD is performing the audit in two major phases: 1) an interim phase that is complete, which allowed VTD to understand Alameda CTC's internal controls and to perform a small amount of compliance testing; 2) a final phase, which will allow VTD to provide the final numbers within the trial balance and financial statements and will allow VTD to

perform the bulk of the compliance testing. VTD is closing out the compliance testing and will come back in approximately two weeks after August 24 to perform the final phase of the audit.

Questions from the members:

1. Is VTD reviewing the work of the last audit and making it part of VTD's preliminary risk assessment to perform an evaluation of risk to the organization? In the risk assessment, does the merger change how VTD looks at potential risk and what does it mean in the amount of testing done in particular areas?

Ahmad said that VTD has an understanding of the charts of accounts and how the agencies separated the funding before and subsequent to the merger. The merger of funds will only appear on the financial statements, and it will not occur in the accounting system of the agencies. The agencies will continue to have the same funds as before, and there will not be a change in how staff allocates the costs, enters the data, and presents the trial balances to the auditors. The agencies will continue to do the same accounting as the prior year. As part of the audit, VTD will download the agencies' trial balance information into VTD's audit software and merge the entries on the financial statements. Ahmad stated that since the Alameda CTC has multiple agencies, VTD has an accounting term "central costs pool," which includes costs applicable to the different agencies, for example, rent, insurance, etc. VTD looks at the logic for each allocation and the assumptions behind the allocations. If VTD finds discrepancies, VTD notifies all applicable parties.

2. Moving forward, will the chart of accounts be merged?

Staff stated that Alameda CTC merged the chart of accounts when the new financial system was set up; however, the funds are kept separate, and the accounting is separate. When staff presents the FY 11-12 information to the CWC, it will be merged on the financial statement. On the back end, Alameda CTC will be able to show the CWC all costs related to Measure B separately. The subcommittee asked if the investment accounts are kept separate. Staff said yes.

3. What has VTD assessed as high-risk items and how will VTD perform the testing specifically for the allocation of different costs, such as, payroll, benefits, and the 4.5 percent cap, and how will VTD make sure all of the different costs are segregated?

Ahmad stated that based on VTD's interim understanding, Alameda CTC employees sign timesheets and forward them to management for approval. VTD will review the data from the ADP payroll system and staff's allocation of salary expenses between the different funds including the Measure B funds.

4. Are established policies in place for the protocol of recording and allocating time, and does VTD test the policies?

Ahmad stated that the agency does the testing, and VTD looks at the practice. Staff stated that the timesheet is very specific and detailed to allow employees to list on separate line items the projects they work on for the applicable agency (Alameda County Congestion Management Agency (CMA), Alameda County Transportation Authority (ACTA), ACTIA or overall agency). Staff also said that timesheets are task- and fund-code specific and account for every item.

5. Does an audit procedure exist to test the accuracy of the timesheets?

Ahmad said that the timesheets have multiple levels of checks for approvals, and VTD relies on what has been entered and confirms each approval level. Requiring multiple signatures for approval serves as an internal control to ensure the time is allocated to the proper funds, and it's difficult to perpetuate fraud.

The subcommittee members stated that staff is unlikely to remember what they worked on six months ago if VTD is interviewing staff regarding timesheet allocations. Ahmad stated that if the employee and management memory falls short, the audit team can test a current month to ensure accuracy. He said that at the end of the day, the signature in multiple locations is a valid audit. Also, it is difficult to perpetuate fraud if the timesheets are done on a bi-monthly basis. Ahmad stated if the audit team is uncomfortable with the allocation, they will take it to Patricia Reavey for further direction.

The subcommittee stated that the administrative overhead is important, and the CWC wants to make sure VTD has determined that the administrative overhead, or cap, is in compliance. Ahmad assured the committee that VTD will assess the situation once the firm begins this portion of the audit. If the auditor sees a suspicious allocation, VTD will notify and interview the applicable parties to make sense of the allocation. Ahmad will relay to the VTD audit team the concerns of the CWC regarding administrative allocations and get their assurances that expenses and salaries are properly allocated between Measure B and the other funds as well.

Ahmad provided additional information on other testing strategies:

- Ahmad stated that in addition to the administrative ratios, the 4.5 percent cap, and the allocation of salaries, VTD is also obligated to report on compliance of Measure B expenses. The scope of the audit is FY 11-12. The audit team will obtain a detailed listing of expenses paid out of the Measure B funds and compare the expenses against the invoices and the approved projects to ensure the invoices are in compliance with the projects and the Measure B ballot language. As part of the testing, the audit team will sit with the staff for an understanding of how the invoices and projects are in compliance with Measure B.
- Ahmad said VTD will present financial statements for CMA and ACTIA because they ceased to exist legally on February 29, 2012 and became one agency, Alameda CTC.

Measure B will continue to be accounted for and reported for separately within the Alameda CTC. An audit report will be produced ending February 29, 2012 for ACTIA, which includes Measure B and ACTA funds. A separate report for Measure B will be produced for activity up to February 29, 2012. As of June 30, 2012 the Measure B number will be separated out, and the items will be merged into the report for the Alameda CTC. ACTIA and Measure B will appear in separate columns within the financial statements.

- Ahmad discussed testing for the 4.5 percent and the 1 percent salary cap. The audit team's understanding is that Alameda CTC separates Measure B administrative costs in the general fund. The audit team will browse through the expenses posted in the general fund and make sure they do not exceed the 4.5 percent and the 1 percent caps.

Additional questions and comments:

1. In VTD's review of the previous auditor's work, did the team see anything that will make VTD pay closer attention?

Ahmad stated that the audit team will do an inquiry with the prior auditor regarding disagreements with management and try to learn more about why the auditor was terminated. The audit team hasn't heard any concerns expressed by the prior auditor and does not have concerns over Measure B.

2. Does VTD have a strategy on how the audit team will handle the review process over the next few years of its multi-year contract?

Ahmad stated once VTD gets an understanding of the client in terms of the progressive audit, in the subsequent years, the audit will be the same as the previous years. VTD always incorporates an element of surprise so the client is not comfortable.

3. The subcommittee stated that often, project sponsors begin working on projects before the funds are allocated, and they post their time to another project. Similarly, if people charge Measure B, and the budget runs up against the 4.5 percent cap, the employees may put their time elsewhere. The subcommittee requested the audit team to pay particular attention to timesheets for both of these reasons.
4. If Measure B does not continue over the next 10 years, how will the future pension liability be handled?

Staff stated Alameda County will absorb the liabilities. Staff will confirm this statement at a future date. Staff stated that a separate trust is set aside for pension liability.

Next steps: Art Dao said the next step will be for VTD to do an in-depth audit in two weeks. He told the subcommittee that the CWC Audit Subcommittee will have the opportunity to review the draft audit report before it goes to the full CWC.



CWC Post-Audit Subcommittee Meeting Notes

Friday, November 2, 2012, 10 a.m., 1333 Broadway, Suite 300, Oakland

At the June 11, 2012 Citizens Watchdog Committee (CWC) meeting, committee members expressed the desire to have a more active role in the auditing process. The CWC agreed to establish an audit subcommittee to meet with Alameda CTC's auditor, Vavrinek, Trine, Day & Co., LLP (VTD), before and after the firm performs the audit to discuss financial issues related to the Alameda County Transportation Improvement Authority (ACTIA) and Measure B, and audit and testing methodology. The audit subcommittee met with the auditor before the independent audit on August 14, 2012 (see Attachment 05 in the agenda packet).

On November 2, 2012, the following CWC members and staff met with Alameda CTC's independent auditor to review the limitations worksheet and the draft audited basic financial statements, which included a discussion on internal operating controls, systems and processes, as well the accuracy and reliability of Alameda CTC's financial records.

Attendees: Ahmad Gharaibeh, VTD; Jim Haussener, CWC; James Paxson, CWC; Harriette Saunders, CWC; **Alameda CTC Staff and Consultants:** Arthur Dao, Alameda CTC Executive Director; Patricia Reavey, Director of Finance; Angie Ayers, Public Meetings Coordinator

The meeting began with VTD Auditor Ahmad Gharaibeh stating that this is the last financial statement for ACTIA, and the basic financial statements and the limitations worksheet cover the time period up to closure of ACTIA, through February 29, 2012. He said that going forward, Measure B financial activity will be reported as separate funds within the Alameda CTC audit results.

Ahmad stated that the VTD audit found no material weaknesses or items of administrative concern, and VTD is issuing a "clean" or "unqualified" opinion, meaning that the information stated in the financial statements through February 29, 2012 is accurate in all material respects. He mentioned that during interim fieldwork VTD made suggestions to Alameda CTC of three minor adjustments to internal control procedures all of which the agency implemented prior to VTD's start of final fieldwork.

Regarding the limitations worksheet, which covers the limitations on administrative salaries and other expenses, Ahmad stated that the auditor tested to make sure that expenses for the Alameda County Congested Management Agency (ACCMA) and Alameda County Transportation Improvement Authority (ACTIA) were segregated appropriately in terms of fund accounting. He stated that ACCMA and ACTIA have a separate set of funds with central cost

codes that multiple funds can charge to. The audit ensured that the allocation procedures were properly implemented between the two agencies.

The auditor looked at expenses such as salaries and benefits, grants and other expenditures to ensure that they were properly allocated between the two agencies and correctly charged to the right program.

Questions from the members:

1. Did the audit ensure that the ACTIA administrative costs were not shifted to another agency (ACTA and/or ACCMA) in order to comply with the limitation requirements?

Ahmad stated that the audit emphasized that ACTIA is not overcharged in the general fund. Measure B mandates that the staff's salaries and benefits must not exceed 1 percent of the sales tax revenues and other administrative costs must not exceed 4.5 percent of the sales tax revenues.

In terms of risk and revenue sources, there are fewer revenue sources between ACTA and ACCMA to allow for allocation of ACTIA administrative costs. Even though an ordinance caps the 4.5 and 1 percent administrative costs, the chances of ACTIA administrative costs being allocated to ACTA or ACCMA is less likely to happen because ACTA and ACCMA costs are mostly grant based or funded by the Metropolitan Transportation Commission and other sources. ACTA and ACCMA must follow the grant rules, and the grants are independently audited.

2. What tests did VTD perform during the audit? What observations did VTD find during the audit of the accounting system?

VTD gets a detailed description of the invoices and expenses charged to the measure from the general ledger. Based on dollar value, VTD gets a representative sample of each type of the population on the general ledger. The auditor selects a high number of items to get representative samples of the entire general ledger population.

VTD highlighted the following tests:

- Timesheets – Ahmad stated that VTD tested the timesheets to verify the allocation of salaries to the correct account code string detailed on the timesheets for each activity. The timesheets require two signatures, those of the employee and the supervisor. The auditor ensured both signatures were present and the person's time is charged accurately based on the activity to the correct general ledger account number and either the general fund, the capital project fund or the special revenue funds.
- Vendor related invoices (including consultant invoices) – The auditor ensured the time was charged accurately to the correct general ledger account number and either the general fund, the capital project fund or the special revenue funds.

- Rent – A formula is used to allocate the rent. VTD verified that the formula makes sense and is representative of ACTIA or ACCMA usage.
- Capital project invoices – The auditor ensured that the invoices are in compliance with the Measure B requirements and ballot language.

The CWC members requested that Ahmad provide a list of the internal control adjustments that VTD requested. Ahmad will bring the information to the November 19, 2012 CWC meeting.

3. Did VTD ensure overall that allocations were proper and correct as related to the Measure B ballot language?

Ahmad said that most of the allocations were for benefits, rent, and salaries, and that VTD did not find any exceptions. He said that if an invoice exists to fix an overpass, for example, VTD ensures the expense is directly charged to the correct project, and it's in compliance with the ballot language.

He stated that the salaries are the largest component of allocations. He stated that timesheets have the employee's signature, the supervisor's signature, and the accounting department ensures that the time is recorded to the proper codes. The auditor verified that the salaries were charged to proper codes.

4. Did VTD detect any patterns in which employees were charging time to projects incorrectly, because the project being worked on did not have allocated funds? Did VTD look for certain patterns?

VTD did not look for patterns during the review of timesheets. When VTD reviewed the general ledger, the auditor reviewed the charges and examined how they were charged. The auditor took a representative sample of the salaries from the general ledger for testing. Checks and balances are in place to verify that the sample is accurate, and if a project is overcharged toward the end of a project, for example, this detail would show up. Also, the auditor did journal entry testing to look for manual adjusting entries separate from the payroll entries. VTD did not detect any issues with manual entries. These erroneous charging practices are not a large risk or concern for ACTIA/Alameda CTC because most other funds are funded through grants which are received on a reimbursement basis for which the agency bills and shows support to the granting agency.

5. How much of payroll is paid from the general fund versus special revenue funds?

Ahmad and Patricia Reavey explained the administrative costs on page 18 of the basic financial statement and compared it to the limitation worksheet. The committee stated the \$1 million displayed for salaries appears to be low, and requested Alameda CTC to

provide the detail as to how many full-time equivalent employees have charged their time to the ACTIA general fund.

6. Can staff make a determination of how much money is being saved for ACTIA since the merger?

Patricia explained how joining the agencies saved ACTIA money. For example, each agency had a director of finance and an executive director. Alameda CTC has one person performing each function now and the time is allocated accordingly so instead of ACTIA paying 100% of each salary, they only pay a portion of each.

Staff highlighted a few of the merger benefits:

- The committee can look at the employees' job functions, which shows the benefits of eliminated redundancies.
- ACTIA had a total of nine employees before the merger, and only five remain.
- The sales tax can be used to leverage funding from ACCMA and ACTIA programs to create similar transportation programs and projects that continue to meet demands. To make this happen, it requires planning which was historically only provided by the ACCMA.
- During the last 10 years of the sales tax, staff has learned how to better manage the funds and activities. The modifications to the Master Programs Funding Agreements will allow Alameda CTC to focus more on performance-based measures. Staff also plans to heighten program controls, which will require resources.

Patricia will provide information to show the CWC where the savings occurred due to the merger.

7. What does VTD consider high risk?

Ahmad stated that high-risk areas are defined as areas where people have incentives to perpetuate fraud or are areas of high risk from an error perspective. For example, if a calculation is too complicated, it's high risk. If you look at the general fund versus other funds, employees charge their time or expenses to the general fund when they are not directly related to a project or program.

8. Is the interest decrease to ACTIA being packaged, and is ACTIA being impacted by cash flow and the loan to ACCMA?

Patricia stated that ACTIA is not impacted by the loan that ACTA made to ACCMA. ACTIA funds are kept in a separate cash and investment accounts from all other funds. ACTIA's investments are currently very short term due to the expectation to have to go out for external financing in the near future and the short term investment cannot keep up with Local Agency Investment Fund interest rates which are also at historically low rates.

9. What is the change in methodology for capital accounting referred to in the audit scope?

Patricia stated that the change in accounting for capital expenditures was related to our extensive accrual to include all capital expenditures incurred prior to 6/30/11 in the financial statements for FY2010-11. When the invoices had not all been paid by the time the auditors finished their audit, they required us to reverse over \$30 million in accruals from the governmental fund financial statements but included them in the government wide financial statements. For FY2011-12 the same \$30 million of actual costs and payments were included in our governmental fund financial statements so the same amount needed to be reversed out of the government wide financial statements in order for them not to have been double counted in those financial statements. So this change effected both years. This adjustment is less explicit in the FY2011-12 financial statements because the presentation from FY2010-11 was not compliant with GASB 34 and needed to be adjusted. The adjustment is included in our government wide statements for FY2011-12, but it does not appear in a separate column.

Additional questions and comments:

- A member requested an explanation of the accounting terms on page 23. What is the difference between the statement “revenues are recorded when earned” and “revenues are recognized as soon as they are both measurable and available?”

Ahmad said there are two sets of statements: Government-wide financial statements which is created using accrual accounting like the private industry. The statement “revenues are recorded when earned” is used when describing the government-wide methodology, and Fund financial statements which are created using a modified accrual basis of accounting with an emphasis on current financial resources. The statement “revenues are recognized as soon as they are both measurable and available” is used when describing the fund financial statement methodology.

Staff assured the committee that the cities receive the pass-through funds after the money is received from the California Board of Equalization.

Next steps:

Patricia will ensure that VTD addresses the following and provides written documentation in the form of a presentation at the November 19 CWC meeting:

- Provide a list that shows the audit testing performed and other procedures used to address the concerns discussed in the August 14, 2012 minutes.
- Provide a list of the three internal control recommendations VTD suggested that Alameda CTC implemented.

Patricia will provide documentation of:

- The calculation of full-time equivalents (FTE) charged to ACTIA funds for FY2011-12 of which Art had estimated to be around 5 versus the original 9 employees that were charging to ACTIA before the merger.
- Provide information to show the CWC where the savings occurred for the merger.



Memorandum

DATE: October 29, 2012

TO: Alameda County Transportation Commission

FROM: Finance and Administration Committee

SUBJECT: **Acceptance of the ACTIA Draft Audited Basic Financial Statements for the Eight Months Ended February 29, 2012**

Recommendation

It is recommended that the Commission accept and enter into the record the ACTIA's draft Audited Basic Financial Statements for the period July 1, 2011 through February 29, 2012 as audited by the certified public accounting firm of Vavrinek, Trine, Day & Co., LLP and all required reports.

The audited financial statements for the period ended February 29, 2012 and support documents were reviewed in detail by the Alameda County Transportation Commission's (Alameda CTC) audit committee on October 29, 2012.

Summary

Pursuant to California Public Utilities Code Section 180105 and due to the termination of ACTIA as of February 29, 2012, an independent audit was conducted for the eight months ended February 29, 2012 by Vavrinek, Trine, Day & Co., LLP. While all financial statements are the responsibility of management, the auditor's responsibility is to express an opinion on the financial statements based on their audit. As demonstrated in the Independent Auditor's Report on page 2 of the Draft Audited Basic Financial Statements, ACTIA's auditors have reported what is considered to be an unqualified or clean audit.

"In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the Alameda County Transportation Improvement Authority, as of February 29, 2012, and the respective changes in financial position for the eight months then ended in conformity with accounting principles generally accepted in the United States of America."

Financial Highlights:

- Total Assets decreased by \$22.6 million or 7.3% from \$311.7 million to \$289.1 million as of February 29, 2012 compared to June 30, 2011. Cash and investments comprised \$262.0 million or 90.6% of the total assets as of February 29, 2012.

- Sales tax revenue for all funds was \$74.0 million during the period July 1, 2011 through February 29, 2012, a decrease of \$31.4 million or 29.8% from fiscal year 2011 due to the abbreviated reporting period.
- Total expenses were \$70.2 million during the period July 1, 2011 through February 29, 2012, a decrease of \$97.9 million or 58.3% from fiscal year 2011. This amount included \$2.9 million for administration, \$19.9 million for highways and streets, \$23.8 million for public transit and \$23.5 million for local transportation.
- Total liabilities decreased \$27.6 million or 47.2% from \$58.3 million to \$30.8 million as of February 29, 2012 compared to June 30, 2011 due to a change in methodology used for capital project accruals during fiscal year 2011.
- Total net asset increased by \$4.9 million or 2.0% to \$258.3 million as of February 29, 2012 compared to June 30, 2011.

Discussion

As part of the audit process, Vavrinek, Trine, Day & Co., LLP considered ACTIA's internal controls over financial reporting in order to design audit procedures. They have not expressed an opinion on the effectiveness of ACTIA's internal controls; however Vavrinek, Trine, Day & Co., LLP did not identify any deficiencies in internal controls that would be considered a material weakness.

In addition, Vavrinek, Trine, Day & Co., LLP audited the calculation of the limitation ratios required by the Transportation Expenditure Plan which requires that the total cost for salaries and benefits for administrative employees not exceed 1% of sales tax revenues and expenditures for administration, in total, do not exceed 4.5% of sales tax revenues. The ratios for the eight months ended February 29, 2012 are 0.88% for salaries and benefits as a percent of sales tax revenues and 2.63% for total administration costs as a percent of sales tax revenues which are in compliance with the requirements set forth in the Transportation Expenditure Plan.

Vavrinek, Trine, Day & Co., LLP did not perform a Single Audit for the eight months ended February 29, 2012. Per the Office of Management and Budget (OMB) Circular A-133, a single audit is required when a grantee spends \$500,000 or more in Federal funds in the fiscal year to provide assurance to the federal government as to the management and use of these funds. ACTIA's federal expenditures were less than the \$500,000 threshold during the period July 1, 2011 through February 29, 2012 therefore a Single Audit was not required.

The Audit Committee met on October 29 to review the Draft Audited Basic Financial Statements and the Limitations Worksheet.

Attachments

- | | |
|----------------|---|
| Attachment A - | ACTIA Basic Financial Statements for the Eight Months Ended February 29, 2012 |
| Attachment B - | ACTIA Limitations Worksheet for the Eight Months Ended February 29, 2012 |

**ALAMEDA COUNTY
TRANSPORTATION IMPROVEMENT
AUTHORITY**

**BASIC FINANCIAL STATEMENTS
FEBRUARY 29, 2012**

ALAMEDA COUNTY TRANSPORTATION IMPROVEMENT AUTHORITY

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FINANCIAL SECTION



INDEPENDENT AUDITOR'S REPORT

Governing Board
Alameda County Transportation Improvement Authority
Oakland, California

We have audited the accompanying financial statements of the governmental activities and each major fund of the Alameda County Transportation Improvement Authority (the Authority) as of and for the eight months ended February 29, 2012, which collectively comprise the Authority's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the Authority's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the Alameda County Transportation Improvement Authority, as of February 29, 2012, and the respective changes in financial position for the eight months then ended in conformity with accounting principles generally accepted in the United States of America.

As explained in Note 1, the Alameda County Transportation Improvement Authority ceased operations on February 29, 2012 and has merged with the Alameda County Transportation Commission.

Accounting principles generally accepted in the United States of America requires that the management's discussion and analysis and budgetary comparison schedule be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The combining schedules of the special revenue fund by project or program balance sheet and revenues, expenditures, and change in fund balances are presented for purposes of additional analysis and are not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

Palo Alto, California
_____, 2012

MANAGEMENT'S DISCUSSION AND ANALYSIS

The following discussion and analysis of the Alameda County Transportation Improvement Authority's (the Authority) financial position addresses activities for the period July 1, 2011 through February 29, 2012 with comparisons to the two prior fiscal years. Fiscal year 2010 has been restated to include financial information for the Alameda County Transportation Authority (ACTA) for which the Authority assumed all responsibility of functions, assets, and liabilities effective July 1, 2010. We encourage readers to consider the information presented here in conjunction with the Authority's financial statements and related notes contained in the Basic Financial Statement section.

The voters of Alameda County, pursuant to the provisions of the Bay Area County Traffic and Transportation Funding Act, Public Utilities Code Section 131000, et seq., approved Measure B at the General Election held in November 1986, authorizing the collection of a one-half cent transaction and use tax over a 15 year period to address major transportation needs and congestion in Alameda County and giving ACTA the responsibility for the administration of the proceeds of the tax. Although the 1986 tax expired in 2002, a few capital projects are still active and are expected to be completed in the next few years.

The voters of Alameda County, pursuant to the provisions of the Local Transportation Authority and Improvement Act, Public Utilities Code Section 180000, et seq., approved the reauthorization of Measure B at the General Election held on November 7, 2000, authorizing the collection of a one-half cent transaction and use tax to be collected for 20 years which began April 1, 2002 and giving the Authority responsibility for the administration of the proceeds of the tax.

FINANCIAL HIGHLIGHTS

- Total Assets decreased by \$22.6 million or 7.3% from \$311.7 million to \$289.1 million as of February 29, 2012 compared to June 30, 2011. Cash and investments comprised \$262.0 million or 90.6% of the total assets as of February 29, 2012.
- Sales tax revenue for all funds was \$74.0 million during the period July 1, 2011 through February 29, 2012, a decrease of \$31.4 million or 29.8% from fiscal year 2011 due to the shortened reporting period.
- Total expenses were \$70.2 million during the period July 1, 2011 through February 29, 2012, a decrease of \$97.9 million or 58.3% from fiscal year 2011. This amount included \$2.9 million for administration, \$19.9 million for highways and streets, \$23.8 million for public transit and \$23.5 million for local transportation.
- Total liabilities decreased \$27.6 million or 47.2% from \$58.3 million to \$30.8 million as of February 29, 2012 compared to June 30, 2011 due to a change in methodology used for capital project accruals during fiscal year 2011.
- Total net asset increased by \$4.9 million or 2.0% to \$258.3 million as of February 29, 2012 compared to June 30, 2011.

OVERVIEW OF THE FINANCIAL STATEMENTS

As required by the Governmental Accounting Standards Board, the Authority's principal financial statements include the following:

- A Statement of Net Assets (presenting Government-wide assets and liabilities)
- A Statement of Activities (presenting Government-wide revenues and expenses)
- A Balance Sheet (presenting assets and liabilities for the governmental funds including the General Fund, ACTIA Capital Projects Fund, ACTA Capital Projects Fund, and the Special Revenue Fund)
- A Statement of Revenues, Expenditures and Change in Fund Balances - Governmental Funds (presenting revenues and expenditures by fund)
- A Statement of Revenues, Expenditures and Change in Fund Balances - Budget and Actual for the General Fund (presenting budget versus actual revenues and expenditures)
- A Statement of Revenues, Expenditures and Change in Fund Balances - Budget and Actual for the Special Revenue Fund (presenting budget versus actual revenues and expenditures)

The Statement of Net Assets and the Statement of Activities, together, make up the *government-wide financial statements*. The Balance Sheet and the Statement of Revenues, Expenditures and Change in Fund Balances constitute the *fund financial statements*.

The *government-wide financial statements* report information using the economic resources measurement focus and the accrual basis of accounting. The *Statement of Net Assets* includes total assets and total liabilities with the difference between them reported as net assets. Total revenues, total expenditures, and change in net assets are accounted for in the *Statement of Activities*, regardless of the timing of related cash flows.

The *fund financial statements* provide more detailed information by fund. A fund is a set of accounts used to control resources segregated for specific activities or purposes. The Authority has established funds to ensure resources are utilized for the particular purposes defined in the transportation expenditure plans. Funds classified as major are required to be reported individually on the financial statements and funds classified as non-major can be grouped and reported in a single column.

The Authority has five major funds: the General Fund, ACTIA Capital Projects Fund, ACTA Capital Projects Fund, Special Revenue Fund, and a Fiduciary Fund.

General Fund – The General Fund is the chief operating fund. The General Fund receives 4.5% of all sales tax revenues to fund the administration of Measure B sales tax funds. Administrative costs are limited to 4.5% of sales tax revenues collected by the Transportation Expenditure Plan (TEP). Administrative salaries and benefits are limited to 1% of sales tax revenues collected by the TEP and the Public Utilities Commission (PUC).

ACTIA Capital Projects Fund – The ACTIA Capital Projects Fund is used to account for sales tax and other revenues and expenses related to the implementation of capital projects designated to be funded in the 2000 Measure B TEP approved by the voters in November 2000.

ACTA Capital Projects Fund – The ACTA Capital Projects Fund is used to account for sales tax and other revenues and expenses related to the implementation of capital projects designated to be funded in the 1986 Measure B TEP approved by the voters in November 1986.

Special Revenue Fund – The Special Revenue Fund is made up of five programs (subfunds) designed to account for sales tax revenues and expenses related to the implementation of all programs authorized in the 2000 Measure B TEP. These subfunds include the Express Bus Subfund, Paratransit (Service Gap) Subfund, Regional Bicycle and Pedestrian Subfund, Transit-Oriented Development Subfund and the Programs Distribution Subfund.

- **Express Bus Subfund** – The Authority uses the Express Bus Fund to provide funding to transit operators in Alameda County for maintenance of transit services, restoration of service cuts, expansion of transit services, and passenger safety and security.
- **Paratransit (Service Gap) Subfund** - The Authority uses the Paratransit (Service Gap) Subfund to provide funding in Alameda County for special transportation for seniors and people with disabilities.
- **Regional Bicycle and Pedestrian Subfund** – The Authority uses the Regional Bicycle and Pedestrian Subfund to provide funding to the cities and County of Alameda to be spent on planning and construction of bicycle and pedestrian projects.
- **Transit-Oriented Development Subfund** – The Authority uses the Transit-Oriented Development Subfund to provide funding to the cities and County of Alameda to encourage development near transit centers.
- **Programs Distribution Subfund** – The Authority uses the Programs Distribution Subfund to account for local streets and roads and other sales tax revenues that are immediately passed through to the cities and County of Alameda to fund transportation needs based on local priorities.

Fiduciary Fund – The Fiduciary Fund is used to account for a trust set up to accumulate funds for post-employment benefits other than pensions for retirees. Fiduciary Fund activity is reported in separate financial statements because a fiduciary fund is not considered an available resource for the Authority.

The *notes to the financial statements* provide additional information that is vital to the understanding of the financial statements. These notes can be found directly following the financial statements in this financial report.

GOVERNMENT-WIDE FINANCIAL ANALYSIS

As of February 29, 2012, total assets were \$289.1 million, a decrease of \$22.6 million or 7.3% from June 30, 2011 with cash and investments accounting for \$262.0 million or 90.6% of this amount. As of June 30, 2011, total assets were \$311.7 million, a decrease of \$19.2 million or 5.8% from June 30, 2010. Decreases in asset can frequently indicate deterioration in an agency's financial position, however the goal and intent of the Authority is to spend sales tax revenues towards the purpose of improving transportation programs and infrastructure in Alameda County throughout the life of the 2000 Measure B. These decreases also reflect the continued effort to wind down the original 1986 Measure B by completing the projects in the 1986 TEP.

Total liabilities were \$30.8 million as of February 29, 2012, a decrease of \$27.6 million or 47.2% from June 30, 2011. As of June 30, 2011, total liabilities were \$58.3 million, an increase of \$30.2 million or 107.4% over June 30, 2010 due to a change in the methodology used for capital project accruals. The significant disparity of cash over liabilities demonstrates that the Authority is well able to meet its obligations as they become due. As of February 29, 2012, the Authority had commitments for \$16.0 million towards engineering contracts and \$374.8 million towards project sponsor contracts with terms ranging up to seven years.

The Authority does not record capital assets created by the projects it finances on its own financial statements since these assets are of value only to the local government in which they are located.

Net assets were \$258.3 million at February 29, 2012, an increase of \$4.9 million or 2.0% from June 30, 2011. Of the total \$258.3 million in net assets at February 29, 2012, \$0.003 million or 0.01% is invested in capital assets, \$17.4 million or 6.7% is unrestricted and the balance of \$240.8 million or 93.2% is restricted for use towards programs and projects authorized in the Measure B 1986 and 2000 TEPs. As of June 30, 2011, net assets were \$253.3 million, a decrease of \$49.4 million or 16.3% from June 30, 2010.

The Alameda County Transportation Improvement Authority
Net Assets
February 29, 2012, June 30, 2011, and 2010

	Governmental Activities		
	February 29, 2012	2011	2010
Cash and investments	\$ 262,024,613	\$ 274,159,658	\$ 301,110,321
Receivables			
Sales tax receivables	17,333,642	17,546,201	15,131,509
Interest	57,835	88,283	96,890
Other	508,768	10,527,489	3,285,810
Capital assets			
Furniture and equipment (net of accumulated depreciation)	28,499	43,076	53,426
Land held for resale	4,068,000	4,243,000	4,068,000
Advances to other governments	5,000,000	5,000,000	7,040,370
Other assets	56,984	79,044	64,264
Total assets	\$ 289,078,341	\$ 311,686,751	\$ 330,850,590
Accounts payable	\$ 30,709,936	\$ 58,265,654	\$ 26,773,181
Due to other governments			1,302,441
Net OPEB Obligation	76,418	75,863	55,204
Total liabilities	30,786,354	58,341,517	28,130,826
Net assets:			
Invested in capital assets	28,499	43,076	53,426
Restricted for:			
Transportation Projects/Programs	240,822,268	237,297,727	288,043,800
Unrestricted	17,441,220	16,004,431	14,622,538
Total net assets	258,291,987	253,345,234	302,719,764
Total liabilities and net assets	\$ 289,078,341	\$ 311,686,751	\$ 330,850,590

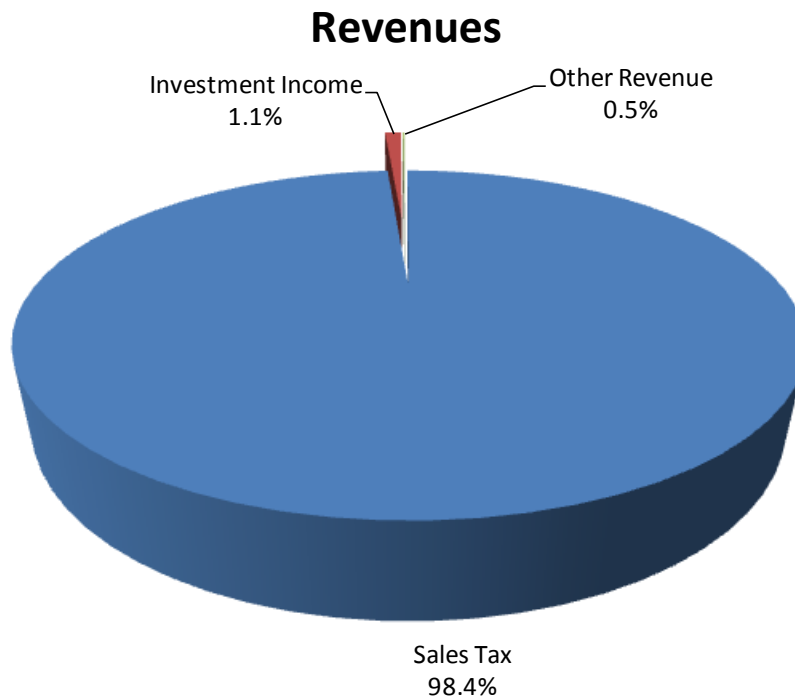
Total revenues during the period July 1, 2011 through February 29, 2012 were \$75.1 million, a decrease of \$43.6 million or 36.7% from fiscal year 2011, with sales tax accounting for \$74.0 million or 98.5% of this amount. Total revenues in fiscal year 2011 were \$118.7 million, an increase of \$6.7 million or 6.0% over fiscal year 2010. Total expenses during the period July 1, 2011 through February 29, 2012 were \$70.2 million, a decrease of \$97.9 million or 58.3% from fiscal year 2011 and total expenses in fiscal year 2011 were \$168.1 million, an increase of \$14.6 million or 9.5% over fiscal year 2010. The decreases during the period July 1, 2011 through February 29, 2012 are primarily attributed to the shortened reporting period. The following are changes in key activities:

-
- Sales tax revenues for the period July 1, 2011 through February 29, 2012 were \$74.0 million, a decrease of \$31.4 million or 29.8% from fiscal year 2011. Sales tax revenues in fiscal year 2011 were \$105.4 million, an increase of \$10.9 million or 11.6% over fiscal year 2010. The decrease for the period July 1, 2011 through February 29, 2012 was due to the shortened reporting period.
 - Capital grants and contributions for the period July 1, 2011 through February 29, 2012 were \$0.1 million, a decrease of \$10.0 million or 99.4% from fiscal year 2011. Capital grants and contributions in fiscal year 2011 were \$10.0 million, an increase of \$0.8 million or 8.7% over fiscal year 2010. The Authority does not generally receive many capital grants or contributions from outside sources. However, a couple of projects that were active during the last couple of fiscal years did have some federal and state funding which accounts for the significant decrease we see for the period July 1, 2011 through February 29, 2012.
 - Investment income for the period July 1, 2011 through February 29, 2012 was \$0.8 million, a decrease of \$2.4 million or 76.0% from fiscal year 2011, and investment income in fiscal year 2011 was \$3.2 million, a decrease of \$4.9 million or 60.6% from fiscal year 2010. These decreases in investment income are due not only to interest rates in the market remaining very low over the last year, but also to shortening of investment terms to accommodate cash flow requirements.
 - Operating grants and contributions for the period July 1, 2011 through February 29, 2012 were \$0.02 million, a decrease of \$0.1 million or 77.4% from fiscal year 2011, and operating grants and contributions in fiscal year 2011 were \$0.1 million, a decrease of \$0.1 million or 55.4% from fiscal year 2010.
 - Administration expenses for the period July 1, 2011 through February 29, 2012 were \$2.9 million, a decrease of \$3.4 million or 53.8% from fiscal year 2011, and administration expense in fiscal year 2011 were \$6.4 million, a decrease of \$0.3 million or 4.3% from fiscal year 2010. The decrease for the period July 1, 2011 through February 29, 2012 was primarily due to the shortened reporting period.
 - Highways and streets expenses for the period July 1, 2011 through February 29, 2012 were \$19.9 million, a decrease of \$58.7 million or 74.7% from fiscal year 2011, and highways and streets expenses in fiscal year 2011 were \$78.6 million, an increase of \$21.0 million or 36.6 over fiscal year 2010. The increase in fiscal year 2011 and the decrease in the period July 1, 2011 through February 29, 2012 are due to a change in the methodology used for capital project accruals in fiscal year 2011.
 - Public transit expenses for the period July 1, 2011 through February 29, 2012 were \$23.8 million, a decrease of \$30.6 million or 56.2% from fiscal year 2011, and public transit expenses in fiscal year 2011 were \$54.4 million, a decrease of \$8.8 million or 13.9% from fiscal year 2010.
 - Local transportation expenses for the period July 1, 2011 through February 29, 2012 were \$23.5 million, a decrease of \$5.2 million or 18.0% from fiscal year 2011, and local transportation expenses in fiscal year 2011 were \$28.7 million, an increase of \$2.6 million or 10.0% over fiscal year 2010.
 - During the period July 1, 2011 through February 29, 2012, revenues exceeded expenses by \$4.9 million, resulting in an increase to net assets which were \$258.3 million at February 29, 2012. In fiscal year 2011, expenses exceeded revenues by \$49.4 million, resulting in a decrease to net assets which were \$253.3 million at year-end. In fiscal year 2010, expenses exceeded revenues by \$41.5 million, resulting in a decrease to net assets which were \$302.7 million at year-end.

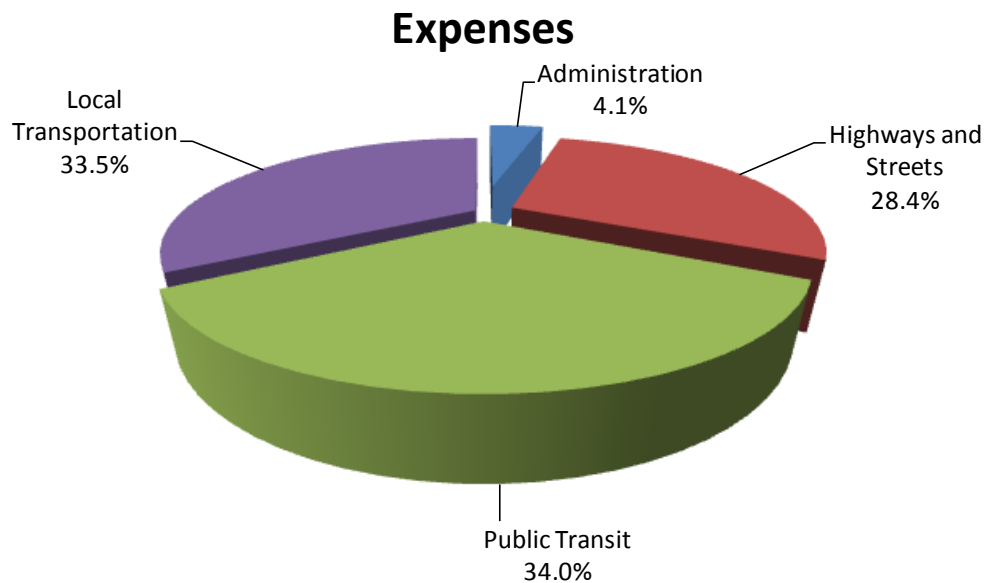
The Alameda County Transportation Improvement Authority
Changes in Net Assets
February 29, 2012, June 30, 2011 and 2010

	Governmental Activities		
	February 29, 2012	2011	2010
Revenues			
Program revenues:			
Operating grants and contributions	\$ 18,333	\$ 81,012	\$ 181,784
Capital grants and contributions	64,112	10,014,871	9,212,246
General revenues:			
Sales taxes	73,957,481	105,393,811	94,453,574
Investment Income	765,828	3,194,047	8,102,075
Other	300,403	-	-
Total revenues	75,106,157	118,683,741	111,949,679
Expenses			
Administration	2,948,209	6,375,469	6,661,460
Highways and streets	19,857,336	78,582,326	57,533,049
Public transit	23,820,251	54,389,095	63,176,467
Local transportation	23,533,608	28,711,381	26,101,744
Total expenses	70,159,404	168,058,271	153,472,720
Change in net assets	4,946,753	(49,374,530)	(41,523,041)
Net assets, beginning of year	253,345,234	302,719,764	344,242,805
Net assets, end of year	\$ 258,291,987	\$ 253,345,234	\$ 302,719,764

**Alameda County Transportation Improvement Authority
Sources of Revenue
for the Period July 1, 2011 through February 29, 2012**



**Alameda County Transportation Improvement Authority
Functional Expenses
for the Period July 1, 2011 through February 29, 2012**



Financial Analysis of the Authority's Funds

Governmental Funds

The Authority uses fund accounting to ensure compliance with finance-related legal requirements. Governmental funds include the General Fund, ACTIA Capital Projects Fund, ACTA Capital Projects Fund and Special Revenue Funds.

The Authority works with project sponsors to deliver highways and streets projects, public transit, and various other programs including paratransit programs. Local transportation sales tax funds are passed directly through to the cities and County of Alameda to implement transportation related projects of their choosing. The Authority's activities also include the administration of sales tax revenues which consists of projects and programs management, financial oversight and other administrative functions.

As of February 29, 2012, the Authority had \$258.3 million of fund balance in the governmental funds: \$17.4 million in the General Fund, \$80.9 million in the ACTIA Capital Projects Fund, \$149.9 million in the ACTA Capital Projects Fund and \$10.0 million in the Special Revenue Funds. This is a decrease from June 30, 2011 of \$18.6 million or 6.7%. The decrease is mostly due to the activities of highways and streets projects in the ACTA Capital Projects Fund. Construction on ACTA capital projects will continue until projects are completed however, as of March 31, 2002 when the 1986 Measure B expired, this fund no longer receives sales tax revenues.

For the period July 1, 2012 through February 29, 2012, the Authority had \$85.1 million of revenues in the governmental funds: \$3.4 million in the General Fund, \$38.8 million in the ACTIA Capital Projects Fund, \$0.6 million in the ACTA Capital Projects Fund and \$42.3 million in the Special Revenue Fund. This is a decrease from June 30, 2011 of \$23.5 million or 21.7%. This decrease is due to the shortened reporting period.

For the period July 1, 2012 through February 29, 2012, the Authority had \$103.7 million of expenditures in the governmental funds: \$1.9 million in the General Fund, \$44.4 million in the ACTIA Capital Projects Fund, \$15.2 million in the ACTA Capital Projects Fund and \$42.2 million in the Special Revenue Funds. This is a decrease from June 30, 2011 of \$30.8 million or 23.1%.

As of February 29, 2012, the Authority had \$289.0 million of assets in the governmental funds: \$17.7 million in the General Fund, \$96.1 million in the ACTIA Capital Projects Fund, \$155.3 million in the ACTA Capital Projects Fund and \$20.0 million in the Special Revenue Fund. This is a decrease from June 30, 2011 of \$19.6 million or 6.4%.

As of February 29, 2012, the Authority had \$30.7 million of liabilities in the governmental funds: \$0.3 million in the General Fund, \$15.1 million in the ACTIA Capital Projects Fund, \$5.4 million in the ACTA Capital Projects Fund and \$9.9 million in the Special Revenue Fund. This is a decrease from June 30, 2011 of \$1.0 million or 3.2%.

Fiduciary Fund

The Authority has a fiduciary fund which is a trust designed to accumulate assets to fund post-employment benefits other than pension for retirees. These funds are excluded from the government-wide financial statements because they do not represent resources of the Authority. As of February 29, 2012, net assets in the trust were \$0.9 million, as they were at June 30, 2011 showing no material change.

CAPITAL ASSET AND DEBT ADMINISTRATION

Capital Assets

As of February 29, 2012, The Authority had invested \$28,499 in capital assets, including furniture and equipment and leasehold improvements. There were no capital asset additions or dispositions during the period July 1, 2011 through February 29, 2012.

Alameda County Transportation Improvement Authority
Capital Assets
(net of accumulated depreciation and amortization)
February 29, 2012, June 30, 2011 and 2010

	February 29, 2012	2011	2010
Furniture and equipment (net of accumulated depreciation)	\$ 9,822	\$ 18,423	\$ 30,987
Leasehold improvements (net of accumulated amortization)	18,677	24,653	22,439
Total	<u>\$ 28,499</u>	<u>\$ 43,075</u>	<u>\$ 53,426</u>

Long-Term Debt

As of February 29, 2012, June 30, 2011 and 2010, The Authority had no outstanding debt.

COMPARISON OF BUDGETED TO ACTUAL

Prior to each fiscal year, The Authority adopts a budget for the year. This budget may be modified throughout the year resulting in subsequent legally adopted budgets. These modifications are made primarily to adjust revenues when projections change due to changes in the economic climate and to adjust expenses to reflect changes in capital project costs.

In the General Fund, the Authority began the period of July 1, 2011 through February 29, 2012 with an adopted revenue budget of \$3.1 million and expenditures budget of \$2.4 million resulting in a surplus in the general fund balance of \$0.8 million. In the final adopted budget, the revenue budget was revised to \$3.3 million and expenditure budget was revised to \$2.7 million resulting in a surplus in the general fund of \$0.6 million. Actual revenues from the sales tax and other revenues were \$3.4 million and actual indirect administrative costs totaled \$1.9 million, resulting in a surplus in the general fund of \$1.4 million. The improvement to budgeted and actual revenues was due to a projected and actual increase in sales tax revenues.

In the Special Revenue Fund, the Authority began the period of July 1, 2011 through February 29, 2012 with an adopted revenue budget of \$39.7 million and expenditure budget of \$40.5 million resulting in a decrease to the Special Revenue Fund balance of \$0.9 million. In the final adopted budget, the revenue budget was revised to \$42.3 million and the expenditure budget was revised to \$44.5 million resulting in the reduction of the Special Revenue fund balance of \$2.1 million. Actual revenues were \$42.3 million and actual expenditures were \$42.2 million, with \$22.7 million for Public Transit, \$18.9 million for Local Transportation and \$0.6 million for Administration, resulting in an increase to fund balance of \$0.1 million. Additional details of the Special Revenue Funds are provided under supplemental information.

OTHER SIGNIFICANT MATTERS

On July 22, 2010, the Authority officially became a part of the Alameda County Transportation Commission (Alameda CTC), a Joint Powers Agency (JPA), along with the County of Alameda, the 14 cities of Alameda County, AC Transit, BART and the Alameda County Congestion Management Agency (ACCMA). This new JPA has all of the powers of the Authority and the ACCMA. For a variety of reasons, including issues related to contracting with CalPERS and other required administrative tasks, the Authority and the ACCMA continued to exist through February 29, 2012 when the former agencies were legally dissolved and the Alameda CTC became the successor agency. As part of the Joint Powers Agreement, the Authority and the ACCMA delegated their authority to Alameda CTC including all activities and responsibilities. The Alameda CTC's Commission in June 2011 approved the first consolidated Alameda CTC budget for fiscal year 2011-12, and the financial databases for the Authority and the ACCMA were consolidated as of July 2011 in time for the new fiscal year.

REQUESTS FOR INFORMATION

This financial report is designed to provide a general overview of the Authority's finances to the tax payers of Alameda County and to demonstrate accountability for sales tax revenues received. Questions concerning information provided in this report or requests for additional financial information should be addressed to Arthur Dao or Patricia Reavey of the Alameda County Transportation Commission at 1333 Broadway, Suite 220, Oakland, California 94612.

ALAMEDA COUNTY TRANSPORTATION IMPROVEMENT AUTHORITY

STATEMENT OF NET ASSETS FEBRUARY 29, 2012

ASSETS

Cash and investments	\$ 262,024,613
Sales tax receivable	17,333,642
Interest receivable	57,835
Loans receivable	5,000,000
Other receivable	508,768
Land held for resale	4,068,000
Other assets	56,984
Capital assets, net of accumulated depreciation	28,499
Total Assets	<u>289,078,341</u>

LIABILITIES

Accounts payable and accrued liabilities	30,709,936
Net OPEB obligation - due in more than one year	76,418
Total Liabilities	<u>30,786,354</u>

NET ASSETS

Invested in capital assets	28,499
Restricted for Transportation Projects/Programs	240,822,268
Unrestricted	17,441,220
Total net assets	<u>\$ 258,291,987</u>

The accompanying notes are an integral part of these financial statements.

ALAMEDA COUNTY TRANSPORTATION IMPROVEMENT AUTHORITY

STATEMENT OF ACTIVITIES FOR THE EIGHT MONTHS ENDED FEBRUARY 29, 2012

Functions/Programs	Expenses	Program Revenues Capital Grants and Contributions	Net (Expenses) Revenues and Changes in Net Assets
			Total Governmental Activities
Governmental Activities:			
Administration	\$ 2,948,209	\$ -	\$ (2,948,209)
Transportation Improvement			
Highways and streets	19,857,336	64,112	(19,793,224)
Public transit	23,820,251	-	(23,820,251)
Local transportation	23,533,608	-	(23,533,608)
Total Governmental Activities	<u>\$ 70,159,404</u>	<u>\$ 64,112</u>	<u>(70,095,292)</u>
General revenues and subventions			
Sales tax			73,957,481
Interest and investment earnings			765,828
Other revenues			318,736
Subtotal, General Revenues			<u>75,042,045</u>
Change in Net Assets			4,946,753
Net Assets - Beginning			253,345,234
Net Assets - Ending			<u>\$ 258,291,987</u>

The accompanying notes are an integral part of these financial statements.

ALAMEDA COUNTY TRANSPORTATION IMPROVEMENT AUTHORITY

GOVERNMENTAL FUNDS BALANCE SHEET FEBRUARY 29, 2012

	General Fund	ACTIA Capital Projects Fund	ACTA Capital Projects Fund	Special Revenue Fund	Total Governmental Funds
ASSETS					
Cash and investments	\$ 16,851,523	\$ 88,933,647	\$ 146,200,905	\$ 10,038,538	\$ 262,024,613
Sales tax receivable	780,014	6,638,005	-	9,915,623	17,333,642
Interest receivable	-	37,808	20,027	-	57,835
Loans receivable	-	-	5,000,000	-	5,000,000
Other receivable	21,733	465,866	20,694	475	508,768
Land held for sale	-	-	4,068,000	-	4,068,000
Other assets	49,860	-	7,124	-	56,984
Total Assets	<u>\$ 17,703,130</u>	<u>\$ 96,075,326</u>	<u>\$ 155,316,750</u>	<u>\$ 19,954,636</u>	<u>\$ 289,049,842</u>
LIABILITIES AND FUND BALANCES					
Liabilities					
Accounts payable	\$ 261,910	\$ 15,137,566	\$ 5,394,801	\$ 9,915,659	\$ 30,709,936
Total Liabilities	<u>261,910</u>	<u>15,137,566</u>	<u>5,394,801</u>	<u>9,915,659</u>	<u>30,709,936</u>
Fund Balances:					
Restricted	-	80,937,760	149,921,949	10,038,977	240,898,686
Unassigned	17,441,220	-	-	-	17,441,220
Total Fund Balances	<u>17,441,220</u>	<u>80,937,760</u>	<u>149,921,949</u>	<u>10,038,977</u>	<u>258,339,906</u>
Total Liabilities and Fund Balances	<u>\$ 17,703,130</u>	<u>\$ 96,075,326</u>	<u>\$ 155,316,750</u>	<u>\$ 19,954,636</u>	<u>\$ 289,049,842</u>

ALAMEDA COUNTY TRANSPORTATION IMPROVEMENT AUTHORITY

RECONCILIATION OF THE OF GOVERNMENTAL FUNDS BALANCE SHEET TO THE STATEMENT OF NET ASSETS FEBRUARY 29, 2012

Amounts reported for governmental activities in the Governmental Funds Balance Sheet are different from the Statement of Net Assets because of the following items:

Reconciliation of Fund Balance of Governmental Funds to Net Assets on the Statement of Net Assets:

Fund Balances on the Governmental Funds Balance Sheet	\$ 258,339,906
Capital assets used in governmental activities are not financial resources and therefore are not reported as assets in the Governmental Funds.	28,499
Net OPEB Obligation, due in more than one year	(76,418)
Net Assets on Statement of Net Assets	<u>\$ 258,291,987</u>

The accompanying notes are an integral part of these financial statements.

ALAMEDA COUNTY TRANSPORTATION IMPROVEMENT AUTHORITY

STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCES FOR THE EIGHT MONTHS ENDED FEBRUARY 29, 2012

	General Fund	ACTIA Capital Projects Fund	ACTA Capital Projects Fund	Special Revenue Fund	Total Governmental Funds
REVENUES					
Sales tax	\$ 3,328,087	\$ 28,322,389	\$ -	\$ 42,307,005	\$ 73,957,481
Project revenue	-	10,047,094	17,018	-	10,064,112
Investment income	38,426	149,510	547,972	29,920	765,828
Other income	18,333	294,291	6,112	-	318,736
Total Revenues	<u>3,384,846</u>	<u>38,813,284</u>	<u>571,102</u>	<u>42,336,925</u>	<u>85,106,157</u>
EXPENDITURES					
Administrative	1,948,057	4,470	417,622	632,198	3,002,347
Transportation improvement					
Highways and streets	-	14,554,522	14,762,765	-	29,317,287
Public transit	-	24,150,333	-	22,724,889	46,875,222
Local transportation	-	5,642,692	-	18,867,503	24,510,195
Total Expenditures	<u>1,948,057</u>	<u>44,352,017</u>	<u>15,180,387</u>	<u>42,224,590</u>	<u>103,705,051</u>
NET CHANGE IN FUND BALANCES	<u>1,436,789</u>	<u>(5,538,733)</u>	<u>(14,609,285)</u>	<u>112,335</u>	<u>(18,598,894)</u>
Fund Balances - Beginning	<u>16,004,431</u>	<u>86,476,493</u>	<u>164,531,234</u>	<u>9,926,642</u>	<u>276,938,800</u>
Fund Balances - Ending	<u>\$ 17,441,220</u>	<u>\$ 80,937,760</u>	<u>\$ 149,921,949</u>	<u>\$ 10,038,977</u>	<u>\$ 258,339,906</u>

The accompanying notes are an integral part of these financial statements.

ALAMEDA COUNTY TRANSPORTATION IMPROVEMENT AUTHORITY

RECONCILIATION OF THE OF GOVERNMENTAL FUNDS STATEMENT OF REVENUES, EXPENDITURES, AND CHANGE IN FUND BALANCES TO THE STATEMENT OF ACTIVITIES FOR THE PERIOD ENDED FEBRUARY 29, 2012

Amounts reported for governmental activities in the Governmental Funds Statement of Revenues, Expenditures, and Changes in Fund Balance are different from the Statement of Activities because of the following items:

Net Change in Fund Balances on Governmental Funds Statement of Revenues, Expenditures and Change in Fund Balances	\$ (18,598,894)
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Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized when they are both measureable and available. On the government-wide financial statements, revenues are recorded when earned, regardless of the timing of related cash flows. The government-wide financial statements recognized this revenue in the previous fiscal year.	(10,000,000)
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Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. The Statement of Activities recognized this expense in the previous fiscal year.	33,491,509
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Capital outlays to purchase or build capital assets are reported in the governmental funds as expenditures, however for governmental activities those costs are capitalized in the Statement of Net Assets and allocated over the estimated useful life of the asset as depreciation.	(14,577)
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In the Statement of Activities, compensated absence are measured by the amounts earned during the year. In the governmental funds however, expenditures for these items are measured by the amount of financial resources used (essentially, the amounts actually paid). Change in compensated absences.	69,270
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In the Statement of Activities, the unfunded portion of the Net OPEB Obligation is recognized as an expense but does not impact the Statement of Revenue, Expenditures and Change in Fund Balances.	(555)
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Change in Net Assets on the Statement of Activities	<u>\$ 4,946,753</u>
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The accompanying notes are an integral part of these financial statements.

ALAMEDA COUNTY TRANSPORTATION IMPROVEMENT AUTHORITY

FIDUCIARY FUNDS STATEMENT OF FUND NET ASSETS FEBRUARY 29, 2012

	<u>Retiree Benefits Trust Fund</u>
ASSETS	
Deposits and Investments	<u>\$ 910,071</u>
LIABILITIES	
Due to the Authority's General Fund	<u>8,969</u>
NET ASSETS	
Held in trust for OPEB benefits	<u><u>\$ 901,102</u></u>

The accompanying notes are an integral part of these financial statements.

ALAMEDA COUNTY TRANSPORTATION IMPROVEMENT AUTHORITY

FIDUCIARY FUNDS

STATEMENT OF CHANGES IN FUND NET ASSETS

FOR THE EIGHT MONTHS ENDED FEBRUARY 29, 2012

	<u>Retiree Benefits Trust Fund</u>
ADDITIONS:	
Investments earnings	\$ 564
Contributions from other funds	<u>5,755</u>
Total Additions	<u>6,319</u>
CHANGE IN NET ASSET	
Net Assets- Beginning	<u>894,783</u>
Net Assets- Ending	<u>\$ 901,102</u>

The accompanying notes are an integral part of these financial statements.

ALAMEDA COUNTY TRANSPORTATION IMPROVEMENT AUTHORITY

NOTES TO FINANCIAL STATEMENTS

FEBRUARY 29, 2012

NOTE 1 – REPORTING ENTITY

The Alameda County Board of Supervisors created the Alameda County Transportation Improvement Authority (the Authority) in 1998, to place a ballot measure to authorize the imposition of a one-half of one percent sales and use tax (the sales tax) in Alameda County before Alameda County voters in June 1998. This measure did not receive two-thirds voter support. A subsequent ballot measure was placed on the November 2000 ballot, and was approved by over two-thirds of the voters. The proceeds from the sales tax are principally reserved for highway infrastructure, mass transit, local transportation, and administrative costs. The sales tax commenced April 1, 2002 and will expire on March 31, 2022.

The basic financial statements of the Authority include all of its financial activities. The Authority is the sole independent agency responsible for receiving and allocating funds necessary to complete the programs and was governed by an eleven-member board of elected officials from the County and local cities.

On March 25, 2010, the Authority, the Alameda County Congestion Management Agency (ACCMA), the County of Alameda, the fourteen cities within Alameda County, the Bay Area Rapid Transit District, and the Alameda-Contra Costa Transit District entered into a joint powers agreement. On June 24, 2010, the Boards of the Authority and ACCMA gave the final approval that created a joint powers agency, pursuant to the California Joint Exercise of Powers Act, known as the Alameda County Transportation Commission (Alameda CTC). On July 22, 2010, the Authority along with ACCMA joined the Alameda CTC joint powers authority.

The Alameda County Transportation Authority (ACTA) was created by the approval of Measure B by Alameda County, California (the County) voters in November 1986. Measure B authorized the imposition of a one-half of one percent sales and use tax (the sales tax) in the County, the proceeds of which are principally reserved for highway improvements, local transportation improvements, and transit funding (collectively, the programs) in the County. The sales tax commenced April 1, 1987 and expired on March 31, 2002. ACTA was responsible for completing all of the projects in the expenditure plan adopted by voters or to delegate this responsibility. Revenues from interest on the fund balance are estimated to cover all future administrative costs. ACTA was the sole independent Authority responsible for receiving and allocating funds from the 1986 Measure B necessary to complete the program.

On June 24, 2010, the ACTA Board adopted the resolution to transfer all of ACTA's assets, responsibilities, functions, and liabilities to the Authority, effective July 1, 2010. The ACTA Board also adopted the resolution that ACTA be dissolved, terminated, and extinguished effective July 1, 2010, following the transfer.

On February 29, 2012, at a joint meeting, the ACCMA's and the Authority's Boards of Directors adopted a resolution to transfer all of ACCMA's and the Authority's assets, responsibilities, functions, and liabilities to Alameda CTC effective March 1, 2012. Therefore, these financial statements purport the financial activities and the financial position of the Authority as of and for the eight months ending February 29, 2012.

Alameda CTC's mission is to plan, fund and deliver transportation programs and projects that expand access and improve mobility to foster a vibrant and livable Alameda County. The Alameda CTC has all of the powers, functions, and responsibilities of both agencies along with certain additional powers as described in the JPA.

ALAMEDA COUNTY TRANSPORTATION IMPROVEMENT AUTHORITY

NOTES TO FINANCIAL STATEMENTS

FEBRUARY 29, 2012

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Measurement Focus, Basis of Accounting, and Financial Statement Presentation

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Sales tax revenues are recorded when the tax is due from the State Board of Equalization. Grants and similar items are recognized as revenue as soon as all eligibility requirements have been met.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectable within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the Authority considers revenues to be available if they are collected within sixty days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual basis of accounting.

Sales taxes, investment income (including the change in the fair value of investments) and other income associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period using the modified accrual basis of accounting as described above.

Fiduciary funds are accounted for using the flow of economic resources measurement focus and the accrual basis of accounting. Fiduciary funds are excluded from the government-wide financial statements because they do not represent resources of the Authority.

The Authority reports the following major governmental funds:

General Fund - The general fund is Authority's primary operating fund. It accounts for all financial resources, except those required to be accounted for in another fund. A total of 4.5% of net sales tax revenues, by year end, will be allocated for administration of the Measure B sales tax program. Administration costs include salaries, benefits, professional fees, rent expense, office supplies and equipment, utilities and other costs that cannot be specifically identified with another fund. Measure B limits the salaries and benefits of the Authority's staff to 1% of sales tax revenues. Revenues in excess of administrative expenditures in any one year are reserved for future administrative costs.

ACTIA Capital Projects Fund - The ACTIA capital projects fund accounts for resources accumulated and payments made for the acquisition or construction of major capital improvements in accordance with the Alameda County 20-Year Transportation Expenditure Plan. The Authority does not retain ownership of these improvements as they are transferred to the sponsor or managing jurisdiction after completion.

ACTA Capital Projects Fund - The ACTA capital projects fund accounts for the construction of major capital improvements in accordance with the November 1986 Measure B program. The Authority does not retain ownership of these improvements as they are transferred to the sponsor or managing jurisdiction after completion.

Transportation Programs Special Revenue Fund - The special revenue fund accounts for resources accumulated as required by Measure B for restricted allocation to local cities and the County for local transportation improvements, including streets and roads, and to transit agencies for operations and maintenance.

ALAMEDA COUNTY TRANSPORTATION IMPROVEMENT AUTHORITY

NOTES TO FINANCIAL STATEMENTS

FEBRUARY 29, 2012

Fiduciary Fund - The fiduciary fund reporting focuses on net assets and changes in net assets. Trust funds are used to account for the assets held by the Authority under a trust agreement for individuals, private organizations, or other governments and are therefore not available to support the Authority's own programs. The Authority's fiduciary fund is a trust fund which accounts for retiree medical benefits and allocated sources to provide medical benefits for retirees.

Use of Estimates

The preparation of basic financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures during the reporting period. Actual results could differ from those estimates.

Investments

Investments are stated at fair value. Included in interest income is the net change in the fair value of investments that consists of the realized gains or losses and the unrealized appreciation or depreciation of those investments. Measurement of the fair value of investments is based upon quoted market prices, if available. The estimated fair value of investments that have no quoted market price is determined based on equivalent yields for such securities or for securities of comparable maturity, quality, and type as obtained from market makers.

Budgetary Data

Following a public meeting, the Authority adopts an annual budget for all governmental fund types to be effective July 1 for the ensuing fiscal year. From the effective date of the budget, which is adopted and controlled at the program level, the amounts stated therein as proposed expenditures become appropriations to the various programs. The Authority approves all transfers between expenditure objects and overall budget modifications during the year as needed. For the capital projects fund, the Authority adopted a rolling budget methodology in fiscal year 2011-12 whereby any unutilized budget authority on a project is rolled to the next fiscal year. The Authority adopts increases requested to the budget by individual project with the annual budget. The Executive Director or designee approves reimbursements to the project sponsors, and reimbursements are not to exceed contract and strategic plan limits. Annual budgets are adopted on a basis consistent with generally accepted accounting principles. If expenditures or funding sources change throughout the year, the Authority may adopt updates to the budget.

Capital Assets

Capital assets, which include leasehold improvements and office furniture and equipment, are reported in the government-wide financial statements. The Authority defines capital assets as assets with an initial individual cost of \$5,000 or more and an estimated useful life in excess of one year. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at the estimated fair market value at the date of donation. The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized.

Capital assets of the Authority are depreciated using the straight-line method over the following estimated useful lives: office furniture and equipment, five years; computer equipment, three years; leasehold improvements, seven years.

ALAMEDA COUNTY TRANSPORTATION IMPROVEMENT AUTHORITY

NOTES TO FINANCIAL STATEMENTS FEBRUARY 29, 2012

Land Held for Resale

Land held for resale is stated at the lower of historical cost or net realizable value.

Compensated Absences

The Authority's policy permits employees to accumulate earned but unused vacation and sick pay benefits. Unused vacation and sick leave may be accumulated up to a specific maximum. The Authority is not obligated to pay for unused sick leave if an employee terminates employment prior to retirement or prior to when the Authority ceases operations.

Interfund Transfers

Interfund transfers are generally recorded as transfers in/out except for reimbursements for services performed, which are recorded as a reduction of expenditures in the performing fund and an expenditure of the receiving fund.

NOTE 3 - CASH AND INVESTMENTS

Summary of Deposits and Investments

As of February 29, 2012, the Authority's cash and investments were as follows:

Governmental Funds	
Cash on hand and in banks	\$ (81,196)
Investments	262,105,809
Fiduciary Fund	910,071
Total cash and investments	<u>\$ 262,934,684</u>

Policies and Practices

The Authority is authorized under California Government Code or its investment policy, when more restrictive, to make direct investments in local agency bonds, notes or warrants within the state, U.S. Treasury instruments, registered state warrants or treasury notes, securities of the U.S. Government, or its agencies, bankers acceptances, commercial paper, certificates of deposit placed with commercial banks and/or savings and loan companies, repurchase or reverse repurchase agreements, medium term corporate notes, shares of beneficial interest issued by diversified management companies, certificates of participation, obligations with first priority security, and collateralized mortgage obligations.

Investment in the State Investment Pool - The Authority is a voluntary participant in the Local Agency Investment Fund (LAIF) which is regulated by California government code Section 16429 under the oversight of the Treasurer of the State of California. The fair value of the Authority's investment in the pool is reported in the accompanying financial statement at amounts based upon the Authority's pro-rata share of the fair value provided by LAIF for the entire LAIF portfolio (in relation to the amortized cost of that portfolio). The balance available for withdrawal is based on the accounting records maintained by LAIF, which is recorded on the amortized cost basis.

ALAMEDA COUNTY TRANSPORTATION IMPROVEMENT AUTHORITY

NOTES TO FINANCIAL STATEMENTS

FEBRUARY 29, 2012

Credit Risk - Credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. Investment ratings as determined by S&P are as follows:

Investment Type	AAA	AA+	A-1+	A-1	A+	Not Rated	Total
US Agency Securities	\$ -	\$ 90,319,980	\$ -	\$ -	\$ -	\$ -	\$ 90,319,980
US Treasury Bonds	-	17,749,625	-	-	-	-	17,749,625
Corporate Notes	-	26,636,388	7,198,224	2,397,948	2,597,128	-	38,829,689
Money Market							
Mutual Funds	18,734,216	-	-	-	-	-	18,734,216
Local Agency							
Investment Fund	-	-	-	-	-	97,382,370	97,382,370
Total Investments	<u>\$ 18,734,216</u>	<u>\$ 134,705,993</u>	<u>\$ 7,198,224</u>	<u>\$ 2,397,948</u>	<u>\$ 2,597,128</u>	<u>97,382,370</u>	<u>263,015,880</u>
Cash in Bank						(81,196)	(81,196)
Total Cash and Investments						<u>\$ 97,301,174</u>	<u>\$ 262,934,684</u>

Custodial Credit Risk, Deposits - Custodial credit risk for deposits is the risk that in the event of a bank failure, deposits may not be returned to the Authority. The California Government Code requires that a financial institution secure deposits made by state or local governmental units by pledging securities in an undivided collateral pool held by a depository regulated under state law (unless so waived by the governmental unit). The market value of the pledged securities in the collateral pool must equal at least 110% of the total amount deposited by the public agency. California law also allows financial institutions to secure public deposits by pledging first trust deed mortgage notes having a value of 150% of the secured public deposits and letters of credit issued by the Federal Home Loan Bank of San Francisco having a value of 105% of the secured deposits. As of February 29, 2012, the Authority's bank balance of \$3,003,390 was exposed to custodial credit risk because it was not insured. However, it was collateralized with securities held by the pledging financial institution's trust department or agent, but not in the name of the Agency.

Custodial Credit Risk, Investments - Custodial credit risk for investments is the risk that, in the event of the failure of the counterparty, the Authority will not be able to recover the value of its investments or collateral securities that are in possession of an outside party. The Authority has a custodial credit risk exposure of \$116,116,586 because the related securities are uninsured, unregistered and held by the California Local Agency Investment Fund or other mutual funds which are also the counterparties for these securities.

Concentration of Credit Risk—On February 29, 2012 the Authority had the following investments exceeding 5% of the total investments in each single issuer:

Issuer	Investment Type	Reported Amount
Federal Home Loan Bank	Federal Agency Security	\$ 31,035,828
Federal Home Loan Mortgage Corporation	Federal Agency Security	20,875,391
Federal National Mortgage Association	Federal Agency Security	19,269,313

ALAMEDA COUNTY TRANSPORTATION IMPROVEMENT AUTHORITY

NOTES TO FINANCIAL STATEMENTS

FEBRUARY 29, 2012

Interest Rate Risk

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. The Authority manages its exposure to interest rate risk by purchasing a combination of shorter term and longer term investments and by timing cash flows from maturities so that a portion of the portfolio is maturing or coming close to maturity evenly over time as necessary to provide the cash flow and liquidity needed for operations.

Information about the sensitivity of the fair values of the Authority's investments to market interest rate fluctuation is provided by the following schedule that shows the distribution of Authority's investment by maturity.

Investment Type	12 Months or less	13 to 24 Months	Total
US Agencies Securities	\$ 65,362,820	\$ 24,957,160	\$ 90,319,980
US Treasury Bonds	16,236,192	1,513,433	17,749,625
Corporate Notes	38,829,689	-	38,829,689
Money Market Mutual Funds	18,734,216	-	18,734,216
California Local Agency Investment Fund	97,382,370	-	97,382,370
Total Investments	236,545,287	26,470,593	263,015,880
Cash in Bank	(81,196)	-	(81,196)
Total Cash and Investments	\$ 236,464,091	\$ 26,470,593	\$ 262,934,684

General Authorizations— Limitations as they relate to interest rate risk and concentration of credit risk are indicated in the schedules below:

Authorized Investment Type	Maximum Remaining Maturity	Maximum Percentage of Portfolio	Maximum Investment In One Issuer	Minimum Credit Quality
Local Agency Bonds, Notes, Warrants	5 years	10%	5%	Aa
Registered State Bonds, Notes, Warrants	5 years	10%	5%	Aa
U.S. Treasury Obligations	5 years	None	None	None
U.S. Agency Securities	5 years	None	35%	Aaa
Banker's Acceptance	180 days	40%	5%	Al
Commercial Paper	270 days	25%	5%	Al
Negotiable Certificates of Deposit	3 years	30%	5%	Aa
Repurchase Agreements	90 days	20%	None	None
Medium-Term Notes	5 years	30%	5%	Aa
Money Markets	N/A	20%	5%	Aaa
County Pooled Investment Funds	N/A	None	None	None
Local Agency Investment Fund	N/A	None	None	None

Policy also dictates that a maximum of 5% of total portfolio can be deposited with the California Asset Management Program (CAMP).

ALAMEDA COUNTY TRANSPORTATION IMPROVEMENT AUTHORITY

NOTES TO FINANCIAL STATEMENTS FEBRUARY 29, 2012

NOTE 4 – CAPITAL ASSETS

Capital Assets – Governmental Activities

Capital asset activity for the eight months ended February 29, 2012, was as follows:

	<u>July 1, 2011</u>	<u>Additions</u>	<u>February 29, 2012</u>
Capital assets being depreciated:			
Furniture, equipment and leasehold improvements	\$ 199,007	\$ -	\$ 199,007
Less accumulated depreciation for:			
Furniture, equipment and leasehold improvements	(155,931)	(14,577)	(170,508)
Governmental activities capital assets, net	<u>\$ 43,076</u>	<u>\$ (14,577)</u>	<u>\$ 28,499</u>

NOTE 5 – COMMITMENTS AND CONTINGENT LIABILITIES

Agreements with Engineering Firms

The Authority has entered into contracts with various private engineering firms to provide scoping/planning, engineering, environmental, design, right-of-way engineering and acquisition, and construction management services. As of February 29, 2012, the total outstanding commitments (not paid or accrued) are \$16.0 million. The terms range from February 29, 2012, for up to five years (or acceptance of the phase of work, whichever is earlier).

Agreements with Project Sponsors

The Authority has entered into agreements with various project sponsors to provide scoping/planning, engineering, environmental, design, right-of-way engineering and acquisition, construction management and equipment purchase services. As of February 29, 2012, the total outstanding commitments (not paid or accrued) are \$374.8 million. The terms range from February 29, 2012, for up to seven years (or acceptance of the phase of work, whichever is earlier).

Operating Lease Commitments

The Authority has entered into an operating lease agreement with CIM/Oakland 1333 Broadway LP for rental of facilities with commitments through November 2013. Future minimum rental payments are as follows:

<u>Year Ending June 30</u>	<u>Lease Payments</u>
2013	\$ 382,593
2014	161,370
Total	<u>\$ 543,963</u>

ALAMEDA COUNTY TRANSPORTATION IMPROVEMENT AUTHORITY

NOTES TO FINANCIAL STATEMENTS

FEBRUARY 29, 2012

The Authority has entered into sublease agreements for rental of facilities with Moffatt & Nichol (\$3,500.00 per month), Acumen Building Enterprise, Inc. (\$1,070.00 per month), Nelson\Nygaard Consulting Associates (\$745.00 per month), Rochelle Wheeler (\$417.00 per month), and L. Luster and Associates (\$274.00 per month) effective from July 1, 2011. These sublease agreements are month-to-month tenancy and are terminable for any reason whatsoever with 30 days written notice given at any time by either party.

Insurance, Claims and Litigation

The Authority is exposed to various risks of loss related to torts: thereof, damage to, and destruction of assets; errors and omissions; and natural disasters. The Authority has purchased commercial insurance coverage for general liability, worker's compensation, directors and officers liability, automobile liability, and property coverage. The amounts of settlements for the past three fiscal years have not exceeded insurance coverage.

Type of Coverage	Deductible	Coverage up to
Property liability	\$ 1,000	\$ 200,000 per occurrence
General liability	1,000	1,000,000 per occurrence
Workers' compensation	-	1,000,000 aggregate
Employment practices	35,000	2,000,000 per occurrence
Director & officers	25,000	2,000,000 per occurrence
Crime	75,000	10,000,000 per occurrence
Umbrella/excess	10,000	4,000,000 aggregate

NOTE 6 – RETIREMENT PLAN

Plan Description

The Authority is part of the miscellaneous 2.5% at 55 risk pool, a cost-sharing multiple-employer defined benefit plan. All employees are eligible to participate in the Public Employees' Retirement Fund (the Fund) of the California Public Employees' Retirement System (CalPERS). The Fund is an agent multiple-employer defined benefit retirement plan that acts as a common investment and administrative agent for various local and state governmental agencies within the State of California. The Fund provides retirement, disability and death benefits based on the employee's years of service, age and final compensation. Employees vest after five years of service and may receive retirement benefits at age fifty. These benefit provisions and all other requirements are established by state statute. CalPERS issue a publicly available Comprehensive Annual Financial Report (CAFR). The CalPERS CAFR may be obtained by written request to the State of California's Public Employees' Retirement System at PO Box 942709, Sacramento, California 94229-2709.

Funding Policy

The total payroll for the period ended February 29, 2012 was \$659,701, which is the approximate covered payroll for employees participating in the Fund. Employees have an obligation to contribute 8% of their salary to the plan; however, the Authority contributed 7% of this contribution on the employee's behalf through January 31 and 5% for the month of February. The Authority is required to contribute the employer portion at an actuarially determined rate. The average rate for the period ended February 29, 2012 was 13.4% of covered payroll.

ALAMEDA COUNTY TRANSPORTATION IMPROVEMENT AUTHORITY

NOTES TO FINANCIAL STATEMENTS FEBRUARY 29, 2012

Annual Pension Cost

The annual pension costs was equal to the required contribution, which was determined as part of an actuarial valuation performed as of June 30, 2010, using the entry age normal cost method. The significant actuarial assumptions used in the valuation were an assumed rate of return on investment assets of 7.75%, projected salary increases ranging from 3.25% to 14.45%, annual payroll growth of 3.25% and inflation of 3%. The actuarial value of assets was determined using techniques that smooth the effects of short-term market value fluctuations over a fifteen-year period.

Three-Year Trend Information

The following table shows required contributions and percentage contributed for the current year and each of the preceding two years.

Eight Months Ended	Annual Pension Cost (APC)	Percentage of APC Contributions	Net Pension Obligation
February 29, 2012	\$ 157,544	100%	\$ -
Fiscal Year Ended			
June 30, 2011	163,942	100%	-
June 30, 2010	176,843	100%	-

NOTE 7 – OTHER POSTEMPLOYMENT BENEFITS (OPEB)

Plan Description

The Authority accumulates funds to pay for other postemployment benefits through a trust. The trust was established to provide lifetime healthcare benefits to retired employees and their eligible family members. These benefit provisions were established and may be amended by the Authority. Contributions for retirees will never exceed the amount contributed on behalf of active employees.

Effective February 1, 2012, the Authority offers retiree health benefits under a Retiree Health Reimbursement Arrangement. Retirees are eligible for benefits if they retire from the Authority under CalPERS within 120 days of employment and have ten years of credited service with CalPERS including at least five years with the Authority. Authority contributions are based on years of public service and the following formula: 50% after ten years with an additional 5% for each additional year of service reaching a maximum of 100% after twenty years of service.

The plan is authorized under the Board Resolution 04-0054. The Authority reports the financial activity of the Plan as a trust/agency fund, and no separate financial report is prepared. Membership of the plan consisted of the following:

ALAMEDA COUNTY TRANSPORTATION IMPROVEMENT AUTHORITY

NOTES TO FINANCIAL STATEMENTS FEBRUARY 29, 2012

Retirees receiving benefits	5
Active plan members	6
Total	<u>11</u>

Funding Policy

Contribution requirements and the plan members are established and may be amended by the Governing Board. The contribution maximum is based on the Kaiser premium for the retired employee plus one available through the CalPERS medical program. During the period ended February 29, 2012, the Authority contributed \$24,154.

Annual Post Retirement Benefit Costs and Net Post Retirement Benefit Obligations

The annual OPEB cost (expense) is calculated based on the annual required contribution (ARC) of the employer, an amount actuarially determined in accordance with the parameters of GASB Statement No. 45. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover normal cost each year and amortize any unfunded actuarial accrued liabilities (UAAL) (or funding excess) over a period not to exceed thirty years. The following table shows the components of the Authority's annual OPEB cost for the eight months ended February 29, 2012, the amount actually contributed to the plan, and changes in the Authority's net OPEB obligation:

Normal Cost at February 29, 2012	\$ 22,495
Amortization of UAAL	<u>1,659</u>
Annual required contribution (ARC)	24,154
Interest on prior year Net OPEB Obligation	4,257
Adjustment to ARC	<u>(3,702)</u>
Annual OPEB Cost	24,709
Contributions made	<u>(24,154)</u>
Change in Net OPEB Obligation	555
Net OPEB Obligation- Beginning of Year	<u>75,863</u>
Net OPEB Obligation- February 29, 2012	<u>\$ 76,418</u>

Trend information for annual OPEB cost, the percentage of annual OPEB cost contributed to the Plan, and the net OPEB obligation is as follows:

Period End	Annual OPEB Cost	Actual Contribution	Percentage Contributed	Net OPEB Obligation
February 29, 2012	\$ 24,709	\$ 24,154	98%	\$ 76,418
June 30, 2011	20,659	-	0%	75,863
June 30, 2010	17,853	-	0%	55,204
June 30, 2009	19,572	-	0%	37,351
June 30, 2008	17,119	-	0%	17,119

ALAMEDA COUNTY TRANSPORTATION IMPROVEMENT AUTHORITY

NOTES TO FINANCIAL STATEMENTS FEBRUARY 29, 2012

Funded Status and Funding Progress

Actuarial valuations of an ongoing plan involve estimates of the value of reported amounts and assumptions about the profitability of occurrence of events far into the future. Examples include assumptions about future employment, mortality and the healthcare cost trend. Amounts determined regarding the funded status of the plan and the ARCs of the employer are subject to continual revision as actual results are compared with past expectations and new estimates are made about the future. The schedule of funding progress presents information on the actuarial value of plan assets relative to the actuarial accrued liabilities for benefits.

OPEB Schedule of Funding Progress

The table below presents multi-year trend information about whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liability for benefits.

Actuarial Valuation Date	Actuarial Liability (AAL) (a)	Actuarial Value of Assets (b)	Unfunded AAL (UAAL) (a)-(b)	Funded Status (b)/(a)	Annual Covered Payroll (c)	UAAL As a Percentage of Covered Payroll [(a)-(b)/(c)]
July 1, 2011	\$ 947,119	\$ 909,508	\$ 37,611	96%	\$ 968,105	4%
June 30, 2010	718,209	953,857	(235,648)	133%	1,036,286	-23%
June 30, 2009	665,583	923,339	(257,756)	139%	1,037,158	-25%

Actuarial Method and Assumptions

Projections of benefits for financial reporting purposes are based on the substantive plan (the plan as understood by the employer and plan members) and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefits costs between the employer and the plan members to that point. The actuarial methods and assumptions used included techniques that are designed to reduce the effects of short-term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with the long-term perspective of the calculations.

The actuarial cost method used for determining the benefit obligations is the Projected Unit Credit (PUC) Actuarial Cost Method. Under the PUC cost method the actuarial present value of projected benefits is allocated ratably over the service of individuals between entry age and the assumed exit age(s). In this valuation, each individual's attribution period extends from hire date to estimated retirement date. The actuarial assumptions included a 7.61% discount rate and 7.61% investment rate of return. The retirement, mortality, and termination rates used in this valuation are used in CalPERS pension valuations. The actuarial valuation assumed that the annual health care cost trend rates will decrease gradually from the relatively high rate of annual increase in the past, depending on the age of the employee and the year being projected. The health care cost long-term annual rate is expected to increase by 7.3% in 2013. The increase is expected to gradually decline to an increase rate of 5.5% as of 2019 and thereafter.

The UAAL is being amortized as a level dollar method on a closed basis over 30 years with 26 years remaining at February 29, 2012. Any administrative fees other than those included in the monthly premium rates are not included in the actuarial valuation. The actuarial valuation also does not include any liability estimates for future hires.

ALAMEDA COUNTY TRANSPORTATION IMPROVEMENT AUTHORITY

NOTES TO FINANCIAL STATEMENTS

FEBRUARY 29, 2012

NOTE 8 – RELATED PARTY LOAN RECEIVABLE

The Authority entered into a loan agreement with the Alameda County Congestion Management Agency (ACCMA) dated March 24, 2011, whereby the Authority agreed to loan up to \$25 million from its Alameda County Transportation Authority (ACTA) Capital Projects Fund, if needed. The outstanding loan receivable from ACCMA at February 29, 2012, was \$5 million. The loan carries no interest and is repayable to the Authority when the ACCMA is in a position to do so, which is expected to be during the fiscal year 2014-15. The ACCMA may repay the loan, in whole or in part, at any time without penalty.

NOTE 9 – NET ASSETS AND FUND BALANCES

Net Assets

Net assets are the excess of all assets over all liabilities, regardless of fund. Net assets are divided into three categories and are applicable only at the government-wide level. The categories are the following:

Invested in Capital Assets – Invested in capital assets describes the portion of net assets, which is represented by the current net book value of capital assets.

Restricted Net Assets – Restricted net assets describe the portion of net assets which is restricted as to use by the terms and conditions of agreements with outside parties, governmental regulations, laws, or other restrictions which the Authority cannot unilaterally alter. When both restricted and unrestricted net assets are available, unrestricted resources are used only after the restricted resources are depleted.

Unrestricted Net Assets – Unrestricted net assets describe the portion of net assets that is not restricted as to use.

Fund Balances

Governmental fund balances represent the net current assets of each fund. Net current assets generally represent a fund's cash and receivables, less its liabilities.

The fund balances are classified in accordance with Governmental Accounting Standards Board Statement Number 54 (GASB 54), *Fund Balance Reporting and Governmental Fund Type Definitions*, which requires the classification of fund balances based on spending constraints imposed on the use of resources. For programs with multiple funding sources, the Authority prioritizes and expends funds in the following order: Restricted, Committed, Assigned, and Unassigned. Each category in the following hierarchy is ranked according to the degree of spending constraint. The classifications are discussed in more detail below:

Restricted – The restricted fund balance classification reflects amounts subject to externally imposed and legally enforceable constraints. Such constraints may be imposed by creditors, grantors, contributors, or laws or regulations of other governments, or may be imposed by law through constitutional provisions or enabling legislation.

Unassigned – In the general fund only, the unassigned fund balance classification reflects the residual balance that has not been assigned to other funds and that is not restricted, committed, or assigned to specific purposes. The following table provides detailed classifications of the Authority's fund balances, on February 29, 2012.

ALAMEDA COUNTY TRANSPORTATION IMPROVEMENT AUTHORITY

NOTES TO FINANCIAL STATEMENTS

FEBRUARY 29, 2012

Fund balances	General Fund	ACTIA Capital Projects Fund	ACTA Capital Projects Fund	Special Revenue Fund	Total
Restricted					
ACTIA Capital Projects	\$ -	\$ 80,937,760	\$ -	\$ -	\$ 80,937,760
ACTA Capital Projects	-	-	149,921,949	-	149,921,949
Express Bus	-	-	-	2,181,026	2,181,026
Regional Bike and Pedestrian	-	-	-	4,522,724	4,522,724
Transit Oriented Development	-	-	-	958,214	958,214
Passthrough	-	-	-	2,362	2,362
Paratransit	-	-	-	2,374,651	2,374,651
Unassigned	17,441,220	-	-	-	17,441,220
Total fund balances	<u>\$ 17,441,220</u>	<u>\$ 80,937,760</u>	<u>\$ 149,921,949</u>	<u>\$ 10,038,977</u>	<u>\$ 258,339,906</u>

REQUIRED SUPPLEMENTARY INFORMATION

ALAMEDA COUNTY TRANSPORTATION IMPROVEMENT AUTHORITY

SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGE IN FUND BALANCES- BUDGET AND ACTUAL- GENERAL FUND FOR THE EIGHT MONTHS ENDED FEBRUARY 29, 2012

	Budgeted Amounts		Actual	Variance- Final Budget to Actual Favorable (Unfavorable)
	Original	Final		
Revenues				
Sales tax	\$ 3,120,000	\$ 3,328,087	\$ 3,328,087	\$ -
Investment income	2,467	2,467	38,426	35,959
Other	-	-	18,333	18,333
Total revenues	<u>3,122,467</u>	<u>3,330,554</u>	<u>3,384,846</u>	<u>54,292</u>
Expenditures				
Administration	<u>2,352,304</u>	<u>2,690,827</u>	<u>1,948,057</u>	<u>742,770</u>
Net change in fund balances	770,163	639,726	1,436,789	797,063
Fund Balances - Beginning	16,004,431	16,004,431	16,004,431	-
Fund Balances - Ending	<u>\$ 16,774,594</u>	<u>\$ 16,644,157</u>	<u>\$ 17,441,220</u>	<u>\$ 797,063</u>

ALAMEDA COUNTY TRANSPORTATION IMPROVEMENT AUTHORITY

**SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGE
IN FUND BALANCES- BUDGET AND ACTUAL- SPECIAL REVENUE FUND
FOR THE EIGHT MONTHS ENDED FEBRUARY 29, 2012**

	Budgeted Amounts		Actual	Variance- Final Budget to Actual Favorable (Unfavorable)
	Original	Final		
Revenues				
Sales tax	\$ 39,661,753	\$ 42,307,005	\$ 42,307,005	\$ -
Investment income	1,833	1,833	29,920	28,087
Total revenues	39,663,587	42,308,838	42,336,925	28,087
Expenditures				
Transportation improvement	40,539,383	44,457,558	42,224,590	2,232,968
Net change in fund balances	(875,796)	(2,148,720)	112,335	2,261,055
Fund Balances - Beginning	9,926,642	9,926,642	9,926,642	-
Fund Balances - Ending	\$ 9,050,846	\$ 7,777,922	\$ 10,038,977	\$ 2,261,055

SUPPLEMENTARY INFORMATION

ALAMEDA COUNTY TRANSPORTATION IMPROVEMENT AUTHORITY

**COMBINING SCHEDULE OF THE BALANCE SHEET OF THE SPECIAL REVENUE
FUND BY PROJECT OR PROGRAM
FEBRUARY 29, 2012**

	Express Bus	Regional Bike and Pedestrian	Programs Distribution	Transit- Oriented Development	Paratransit	Total
ASSETS						
Cash and investments	\$ 2,067,648	\$ 4,545,809	\$ 2,362	\$ 1,051,678	\$ 2,371,041	\$ 10,038,538
Sales tax receivables	115,875	206,920	9,324,659	31,452	236,717	9,915,623
Other receivables	-	-	-	-	475	475
Total Assets	\$ 2,183,523	\$ 4,752,729	\$ 9,327,021	\$ 1,083,130	\$ 2,608,233	\$ 19,954,636
LIABILITIES AND FUND BALANCES						
Liabilities						
Accounts payable	\$ 2,497	\$ 230,005	\$ 9,324,659	\$ 124,916	\$ 233,582	\$ 9,915,659
Fund Balances						
Restricted	2,181,026	4,522,724	2,362	958,214	2,374,651	10,038,977
Total Liabilities and Fund Balances	\$ 2,183,523	\$ 4,752,729	\$ 9,327,021	\$ 1,083,130	\$ 2,608,233	\$ 19,954,636

See accompanying note to supplementary information.

ALAMEDA COUNTY TRANSPORTATION IMPROVEMENT AUTHORITY

COMBINING SCHEDULE OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE OF THE SPECIAL REVENUE FUND BY PROJECT OR PROGRAM FOR THE PERIOD ENDED FEBRUARY 29, 2012

	Express Bus	Regional Bike and Pedestrian	Programs Distribution	Transit- Oriented Development	Paratransit	Total
REVENUES:						
Sales tax	\$ 494,406	\$ 882,867	\$ 39,785,538	\$ 134,194	\$ 1,010,000	\$ 42,307,005
Investment income	6,145	13,646	-	3,268	6,861	29,920
Total Revenues	<u>500,551</u>	<u>896,513</u>	<u>39,785,538</u>	<u>137,462</u>	<u>1,016,861</u>	<u>42,336,925</u>
EXPENDITURES:						
Transportation improvement						
Administration	25,018	323,460	(2,097)	15,880	269,937	632,198
Public transit	255,336	-	21,358,329	396,820	714,404	22,724,889
Local transportation	-	440,295	18,427,208	-	-	18,867,503
Total expenditures	<u>280,354</u>	<u>763,755</u>	<u>39,783,440</u>	<u>412,700</u>	<u>984,341</u>	<u>42,224,590</u>
Net change in fund balances	220,197	132,758	2,098	(275,238)	32,520	112,335
Fund balances, beginning	1,960,829	4,389,966	264	1,233,452	2,342,131	9,926,642
Fund balances, ending	<u>\$ 2,181,026</u>	<u>\$ 4,522,724</u>	<u>\$ 2,362</u>	<u>\$ 958,214</u>	<u>\$ 2,374,651</u>	<u>\$ 10,038,977</u>

See accompanying note to supplementary information.

ALAMEDA COUNTY TRANSPORTATION IMPROVEMENT AUTHORITY

NOTE TO SUPPLEMENTARY INFORMATION FOR THE PERIOD ENDED FEBRUARY 29, 2012

NOTE 1 – PURPOSE OF SCHEDULES

Nonmajor Governmental Fund Balance Sheet and Statement of Revenues, Expenditures and Change in Fund Balances

The Combining Schedule of the Special Revenue Fund Project or Program Balance Sheet and the Schedule of Revenues, Expenditures and Change in Fund Balances, is included to provide information regarding the individual subfunds included in the Special Revenue Fund column on the Governmental Funds Balance Sheet and Statement of Revenues, Expenditures, and Change in Fund Balances.

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INDEPENDENT ACCOUNTANT'S REPORT

Board of Directors
Alameda County Transportation Commission
Oakland, California

We have audited the basic financial statements of the Alameda County Transportation Improvement Authority (the Authority) as of and for the eight months ended February 29, 2012, and have issued our report thereon dated November 00, 2012. We have also audited the accompanying Alameda County Transportation Improvement Authority Limitations Worksheet (the Worksheet) for the eight months ended February 29, 2012. The Worksheet is the responsibility of the Authority's management. Our responsibility is to express an opinion on the Worksheet based on our audit.

We conducted our audit of the Worksheet in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the Worksheet is free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the Worksheet. An audit also includes assessing the accounting principles used and the significant estimates made by management, as well as evaluating the overall worksheet presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the Worksheet referred to above, presents fairly, in all material respects, the administrative cost and related percentages of the Authority for the eight months ended June 30, 2012, in conformity with the accounting principles generally accepted in the United States of America.

Palo Alto, California
November 00, 2012

**Alameda County Transportation Improvement Authority
Limitations Worksheet**

Basis for Salary and Benefits Limitation and the Administrative Cost Limitation

	Eight Months Ended February 29, 2012
<u>Revenues</u>	
Net Sales Tax Proceeds	\$ 73,957,481
Investments & Other Income - Net of Related Costs	10,577,575
Funds Generated	<u>\$ 84,535,056</u>
<u>Expenditures</u>	
Gross Salaries and Benefits	\$ 652,742
Other Administration Costs	1,295,315
Total Administration Costs	<u>\$ 1,948,057</u>
<u>Transportation Expenditure Plan Requirements</u>	
<i>Compliance on Salary and Benefits Cost Limitation (Maximum Allowed is 1%)</i>	
Ratio of Gross Salaries and Benefits to Net Sales Tax Revenues	0.8826%
<i>Compliance on Administration Costs Limitation (Maximum Allowed is 4.5%)</i>	
Ratio of Total Administration Costs to Net Sales Tax Proceeds	2.6340%
<u>Public Utilities Commission 180109 Requirement</u>	
<i>Compliance on Salary and Benefits Cost Limitation (Maximum Allowed is 1%)</i>	
Ratio of Gross Salaries and Benefits to Funds Generated	0.7722%



Memorandum

DATE: October 24, 2012

TO: Finance and Administration Committee

FROM: Patricia M. Reavey, Director of Finance
Lily Balinton, Accounting Manager

SUBJECT: **Alameda CTC Fiscal Year 2012-2013 First Quarter Consolidated Investment Report**

Recommendation

It is recommended that the Committee accept the attached Alameda CTC Fiscal Year 2012-13 first quarter Consolidated Investment Report (Attachment A).

Summary

- As of September 30, 2012, total cash and investments held by the Alameda CTC were \$265.8 million. This total is a decrease of \$16.5 million or 5.8% from the prior year-end balance of \$282.4 million.
- The ACTA investment balance decreased \$3.3 million or 2.3% due to capital project expenditures. The ACTIA investment balance decreased \$10.3 million or 9.1% mostly due to capital project expenditures. The ACCMA investment balance decreased \$2.9 million or 10.2% mostly related to CMA TIP project payments.
- Investment yields have declined with the return on investments for the Alameda CTC at 0.71% compared to the prior year's return of 0.99%. Return on investments were projected for the FY2012-13 budget year at varying rates ranging from 0 - 1.00% depending on investment type.
- Based on the most current cash flow projections updated in April, 2012, ACTIA will require external financing by the 2nd quarter of FY2013-14 to satisfy capital project obligations. The cash flow projection scenario assumes a short term loan from ACTA capital funds, which would be paid back as soon as financing is executed. If approved by the Commission, the loan from ACTA would allow staff an additional nine months to arrange a financing mechanism for ACTIA.
- Alameda CTC investments are in compliance with the adopted investment policies.

- Alameda CTC has sufficient cash flow to meet expenditure requirements over the next six months.

Discussion

As of September 30, 2012, the Alameda CTC portfolio managed by investment advisors consisted of approximately 25.0% US Treasury Securities, 3.1% FDIC insured Corporate Bonds, 59.2% Federal Agency Securities, 2.9% Corporate Notes, 6.8% Commercial Paper, 0.3% Negotiable CDs and 2.7% Money Market Funds (See Attachment B). The Alameda CTC portfolio is in compliance with both the adopted investment policy and the California Government Code.

The Employment Development Department reported an unemployment rate in Alameda County for September, 2012 of 8.5%, down 1.0% from the previous quarter end statement, and between that of California, at 10.2%, and the United States, at 7.8% (per the US Department of Labor). Alameda County increases in jobs were in the categories of education, construction, financial activities and leisure and hospitality. Unemployment rates are still very high when compared to historical national rates which ranged from 4.0 – 5.0% in the years 2001 – 2007.

The Federal Open Market Committee announced additional economic stimulus measures at its September meeting. The Federal Reserve plans to purchase additional agency mortgage-backed securities at a pace of \$40 billion monthly, for an open-ended period of time until employment conditions improve. The Federal Reserve also expects to keep the fed funds rate at an exceptionally low level through at least mid-2015 (vs. previous guidance of through late 2014). The Fed continues to reinvest principal payments from its holdings of agency debt and agency mortgage-backed securities, and said that they will continue with this plan through the end of this year. Overall, the Federal Reserves' actions are aimed at putting downward pressure on long-term interest rates and fueling stronger economic growth.

Attachments

- Attachment A: Consolidated Investment Report as of September 30, 2012
Attachment B: Detail of Investment Holdings (managed by PFM and Chandler)

Alameda CTC										
Consolidated Investment Report										
As of September 30, 2012										
ACTA	Un-Audited		Interest Earned				FY 2012			
	Investment Balance		Interest earned		As of September 30, 2012		Investment Balance		Interest earned	
					Approx. ROI	Budget				
Checking Account	\$	44,000	\$	3	0.02%		\$	103,510	\$	45
State Treas. Pool (LAIF)		11,230,274		11,722	0.42%			14,808,441		105,009
Investment Advisors (1)		115,722,552		361,284	1.25%			115,361,268		2,139,191
Loan to ACCMA		10,000,000						10,000,000		
ACTA Total		136,996,826	\$	373,008	1.09%	\$	256,250	\$	116,758	2,244,245
								Approx. ROI		1.60%
ACTIA	Un-Audited		Interest Earned				FY 2012			
	Investment Balance		Interest earned		As of September 30, 2012		Investment Balance		Interest earned	
					Approx. ROI	Budget				
Community Bank (OPEB)(2)	\$	910,600	\$	227	0.10%		\$	910,373	\$	865
Checking Account	\$	12,731,100	\$	56	0.00%			8,760,886	\$	147
State Treas. Pool (LAIF)		26,696,567		31,687	0.47%			36,040,309		208,541
Investment Advisors (1)		63,778,652		36,094	0.23%			68,742,558		218,683
ACTIA Total		103,206,319	\$	67,837	0.26%	\$	37,500	\$	113,543,752	427,371
								Approx. ROI		0.38%
ACCMA	Un-Audited		Interest Earned				FY 2012			
	Investment Balance		Interest earned		As of September 30, 2012		Investment Balance		Interest earned	
					Approx. ROI	Budget				
Checking Account	\$	3,582,819			0.00%		\$	2,911,113	\$	-
State Treas. Pool (LAIF)		13,952,326		14,177	0.41%			17,537,573		45,846
Project Deferred Revenue (3)		18,103,612		16,176	0.36%			18,088,066		66,302
Loan from ACTA		(10,000,000)						(10,000,000)		
ACCMA Total	\$	25,638,757	\$	30,352	0.47%	\$	-	\$	28,536,752	112,148
								Approx. ROI		0.39%
ACTC TOTAL	\$	265,841,902	\$	471,198	0.71%	\$	293,750	\$	282,353,723	2,783,764

Notes:

- (1) See attachments for detail of investment holdings managed by Investment Advisors.
- (2) The OPEB/Health Retirement account and related interest income is held in a irrevocable trust and does not appear on ACTIA's balance sheet.
- (3) Project funds in deferred revenue are invested in LAIF with interest accruing back to the respective project fund which include TVTC, San Leandro Marina, TCRP and PTMISEA funds.
- (4) All investments are marked to market on the financial statements at the end of the fiscal year per GASB 31 requirements.
- (5) Alameda CTC investments are in compliance with the currently adopted investment policies.
- (6) Alameda CTC has sufficient cash flow to meet expenditure requirements over the next six months.

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For the Month Ending September 30, 2012

Managed Account Detail of Securities Held

ALAMEDA CNTY TRANSPORTATION AUTHORITY - 03068500

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
U.S. Treasury Bond / Note										
US TREASURY NOTES DTD 03/31/2011 0.750% 03/31/2013	912828QL7	AA+	Aaa	03/31/11	04/01/11	1,499,121.09	0.78	30.91	1,499,779.92	1,504,453.50
US TREASURY NOTES DTD 03/31/2011 0.750% 03/31/2013	912828QL7	AA+	Aaa	03/22/12	03/27/12	3,015,468.75	0.24	61.81	3,007,613.43	3,008,907.00
US TREASURY NOTES DTD 06/30/2008 3.375% 06/30/2013	912828JD3	AA+	Aaa	03/22/12	03/27/12	18,394,526.76	0.28	151,009.70	18,113,900.34	18,126,874.74
US TREASURY NOTES DTD 09/30/2008 3.125% 09/30/2013	912828JM3	AA+	Aaa	03/22/12	03/27/12	4,064,531.25	0.32	334.82	4,008,685.59	4,013,802.00
Security Type Sub-Total						26,973,647.85	0.31	151,437.24	26,629,979.28	26,654,037.24
Federal Agency Bond / Note										
FFCB BONDS DTD 10/15/2008 3.650% 10/15/2012	31331GDH9	AA+	Aaa	10/07/08	10/15/08	4,691,547.70	3.64	78,935.31	4,690,015.99	4,696,359.64
FANNIE MAE GLOBAL NOTES DTD 10/08/2010 0.500% 10/30/2012	31398A4T6	AA+	Aaa	10/25/10	10/26/10	4,580,124.00	0.44	9,594.79	4,575,205.92	4,576,253.55
FHLB GLOBAL BONDS DTD 10/15/2009 1.625% 11/21/2012	3133XVEN9	AA+	Aaa	05/03/11	05/06/11	10,178,600.00	0.46	58,680.56	10,016,129.30	10,020,050.00
FHLMC GLOBAL NOTES DTD 12/02/2009 1.375% 01/09/2013	3137EACG2	AA+	Aaa	02/11/11	02/14/11	2,400,634.60	0.91	7,454.03	2,382,971.86	2,387,865.90
FHLMC GLOBAL REFERENCE NOTES DTD 01/17/2003 4.500% 01/15/2013	3134A4SA3	AA+	Aaa	03/25/10	03/30/10	6,058,575.00	1.66	53,437.50	5,670,736.03	5,695,470.00
FHLB GLOBAL BONDS DTD 08/01/2008 4.000% 09/06/2013	3133YRX88	AA+	Aaa	03/22/12	03/27/12	4,629,680.00	0.37	12,222.22	4,548,387.23	4,555,667.60
FNMA NOTES DTD 11/01/2010 0.750% 12/18/2013	31398ASW8	AA+	Aaa	08/21/12	08/22/12	4,754,484.00	0.28	10,139.06	4,752,072.36	4,756,369.28
Security Type Sub-Total						37,293,645.30	1.05	230,463.47	36,635,518.69	36,688,035.97
Corporate Note										



PFM Asset Management LLC

Account 03068500 Page 4



For the Month Ending September 30, 2012

Managed Account Detail of Securities Held

ALAMEDA CNTY TRANSPORTATION AUTHORITY - 03068500

Security Type/Description	Dated Date/Coupon/Maturity	CUSIP	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
Corporate Note											
GENERAL ELEC CAP CORP GLOBAL SR MTN	36962G3K8	36962G3K8	AA+	A1	05/03/11	05/06/11	690,235.00	0.95	15,356.25	651,391.13	651,437.80
DTT 10/19/2007 5.250% 10/19/2012											
WELLS FARGO & COMPANY GLOBAL SR	949746NY3	949746NY3	A+	A2	08/26/08	08/29/08	959,600.00	5.41	7,413.19	996,655.69	1,013,290.00
NOTES											
DTT 01/31/2008 4.375% 01/31/2013											
WELLS FARGO & COMPANY GLOBAL SR	949746NY3	949746NY3	A+	A2	05/03/11	05/06/11	1,582,515.00	1.16	11,119.79	1,515,852.89	1,519,935.00
NOTES											
DTT 01/31/2008 4.375% 01/31/2013											
Security Type Sub-Total							3,232,350.00	2.47	33,889.23	3,163,899.71	3,184,662.80
Managed Account Sub-Total							67,499,643.15	0.82	415,789.94	66,429,397.68	66,526,736.01
Securities Sub-Total							\$67,499,643.15	0.82%	\$415,789.94	\$66,429,397.68	\$66,526,736.01
Accrued Interest											\$415,789.94
Total Investments											\$66,942,525.95





Alameda CTC- Alameda Cnty Trans Authority
Account #470

Holdings Report
As of 9/30/12

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody S&P	Maturity Duration
3137EAAZ2	FHLMC Note 4.625% Due 10/25/2012	2,500,000.00	07/09/2008 3.99 %	2,562,070.00 2,500,950.05	100.30 0.31 %	2,507,487.50 50,104.17	5.21 % 6,537.45	Aaa AA+	0.07 0.07
3137EABE8	FHLMC Note 4.125% Due 12/21/2012	2,100,000.00	05/05/2011 0.49 %	2,223,471.60 2,116,808.74	100.87 0.24 %	2,118,345.60 24,062.50	4.36 % 1,536.86	Aaa AA+	0.22 0.22
31398A6F4	FNMA Note 0.375% Due 12/28/2012	4,200,000.00	03/31/2011 0.70 %	4,176,438.00 4,196,744.97	100.07 0.09 %	4,202,889.60 4,068.75	8.57 % 6,144.63	Aaa AA+	0.24 0.24
3133XP2W3	FHLB Note 3.375% Due 2/27/2013	2,500,000.00	07/09/2008 4.02 %	2,432,425.00 2,494,052.76	101.29 0.20 %	2,532,385.00 7,988.75	5.17 % 38,312.24	Aaa AA+	0.41 0.41
880591CW0	Tennessee Valley Authority Note 6% Due 3/15/2013	4,000,000.00	Various 3.46 %	4,407,900.00 4,042,457.98	102.62 0.28 %	4,104,760.00 10,666.67	8.38 % 62,302.02	Aaa AA+	0.45 0.46
3133XXYX9	FHLB Note 1.875% Due 6/21/2013	2,480,000.00	06/18/2012 0.25 %	2,520,324.80 2,508,897.61	101.22 0.20 %	2,510,141.92 12,916.67	5.14 % 1,244.31	Aaa AA+	0.72 0.72
31331JPK3	FFCB Note 1.375% Due 6/25/2013	2,500,000.00	06/18/2012 0.25 %	2,528,575.00 2,520,564.76	100.91 0.13 %	2,522,805.00 9,166.67	5.16 % 2,240.24	Aaa AA+	0.73 0.73
31398ASD5	FNMA Note 3.875% Due 7/12/2013	1,700,000.00	04/09/2009 2.24 %	1,811,683.20 1,720,450.05	102.90 0.17 %	1,749,242.20 14,455.90	3.59 % 28,792.15	Aaa AA+	0.78 0.77
880591DW9	Tennessee Valley Authority Note 4.75% Due 8/1/2013	4,000,000.00	Various 2.35 %	4,411,330.00 4,075,329.83	103.78 0.22 %	4,151,128.00 31,666.67	8.52 % 75,798.17	Aaa AA+	0.84 0.82
31331KZJ2	FFCB Note 0.35% Due 9/23/2013	1,500,000.00	03/22/2012 0.38 %	1,499,430.00 1,499,629.34	100.13 0.22 %	1,501,929.00 116.67	3.06 % 2,299.66	Aaa AA+	0.98 0.98
31331GCS6	FFCB Note 3.875% Due 10/7/2013	2,300,000.00	02/04/2009 2.89 %	2,397,934.00 2,321,309.98	103.71 0.23 %	2,385,265.60 43,077.08	4.94 % 63,955.62	Aaa AA+	1.02 0.99
3133XSAE8	FHLB Note 3.625% Due 10/18/2013	2,000,000.00	03/03/2009 2.69 %	2,080,600.00 2,018,229.25	103.54 0.24 %	2,070,886.00 32,826.39	4.28 % 52,656.75	Aaa AA+	1.05 1.02
3134A4UK8	FHLMC Note 4.875% Due 11/15/2013	2,500,000.00	01/08/2009 2.44 %	2,776,632.50 2,564,042.53	105.28 0.17 %	2,632,017.50 46,041.67	5.45 % 67,974.97	Aaa AA+	1.13 1.09
31398A5W8	FNMA Note 0.75% Due 12/18/2013	2,600,000.00	05/23/2012 0.34 %	2,616,822.00 2,613,005.49	100.66 0.20 %	2,617,261.40 5,579.17	5.34 % 4,255.91	Aaa AA+	1.22 1.21
Total Agency		36,880,000.00	1.95 %	38,445,636.10 37,192,473.34	0.21 %	37,606,524.32 292,717.73	77.16 % 414,050.98	Aaa AA+	0.67 0.67

COMMERCIAL PAPER

89233GKB1	Toyota Motor Credit Discount CP 0.427% Due 10/11/2012	1,125,000.00	Various 0.46 %	1,122,128.75 1,122,128.75	99.83 0.46 %	1,122,128.75 2,731.32	2.29 % 0.00	P-1 A-1+	0.03 0.03
4662J0LL4	JP Morgan Discount CP 0.3% Due 11/20/2012	1,000,000.00	05/22/2012 0.30 %	998,483.33 998,483.33	99.85 0.30 %	998,483.33 1,100.00	2.04 % 0.00	P-1 A-1	0.14 0.14



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody S&P	Maturity Duration
COMMERCIAL PAPER									
36959HQB6	General Electric Capital Corp Discount CP 0.28% Due 3/11/2013	1,000,000.00	09/12/2012 0.28 %	998,600.00 998,600.00	99.86 0.28 %	998,600.00 147.78	2.03 % 0.00	P-1 A-1+	0.44 0.44
Total Commercial Paper		3,125,000.00	0.35 %	3,119,212.08 3,119,212.08	0.35 %	3,119,212.08 3,979.10	6.36 % 0.00	P1 A-1	0.20 0.20
FDIC INSURED US CORPORATE									
36967HAV9	GE Capital Corp FDIC Guaranteed Note 2.125% Due 12/21/2012	2,180,000.00	06/03/2009 2.10 %	2,182,071.00 2,180,129.84	100.43 0.22 %	2,189,354.38 12,868.06	4.48 % 9,224.54	Aaa AA+	0.22 0.22
481247AM6	JP Morgan Chase FDIC Guaranteed Note 2.125% Due 12/26/2012	3,250,000.00	04/22/2009 2.04 %	3,260,075.00 3,250,647.09	100.49 0.09 %	3,265,788.50 18,224.83	6.69 % 15,141.41	Aaa AA+	0.24 0.24
Total FDIC Insured US Corporate		5,430,000.00	2.06 %	5,442,146.00 5,430,776.93	0.14 %	5,455,142.88 31,092.89	11.17 % 24,365.95	Aaa AA+	0.23 0.23
MONEY MARKET FUND FI									
431114701	Highmark Govt Money Market Fund	10,884.17	Various 0.04 %	10,884.17 10,884.17	1.00 0.04 %	10,884.17 0.00	0.02 % 0.00	Aaa AAA	0.00 0.00
Total Money Market Fund FI		10,884.17	0.04 %	10,884.17 10,884.17	0.04 %	10,884.17 0.00	0.02 % 0.00	Aaa AAA	0.00 0.00
US CORPORATE									
91159HGW4	US Bancorp Note 2% Due 6/14/2013	1,175,000.00	09/13/2012 0.31 %	1,189,628.75 1,188,921.78	101.16 0.35 %	1,188,685.22 6,984.72	2.43 % (236.56)	Aa3 A+	0.70 0.70
Total US Corporate		1,175,000.00	0.31 %	1,189,628.75 1,188,921.78	0.35 %	1,188,685.22 6,984.72	2.43 % (236.56)	Aa3 A+	0.70 0.70
US TREASURY									
912828HG8	US Treasury Note 3.875% Due 10/31/2012	1,225,000.00	08/27/2008 2.88 %	1,272,616.41 1,225,936.72	100.30 0.25 %	1,228,732.58 19,864.64	2.54 % 2,795.86	Aaa AA+	0.08 0.08
912828PL8	US Treasury Note 0.75% Due 12/15/2013	150,000.00	09/27/2012 0.22 %	150,955.58 150,949.11	100.64 0.22 %	150,966.75 331.97	0.31 % 17.64	Aaa AA+	1.21 1.20
Total US Treasury		1,375,000.00	2.59 %	1,423,571.99 1,376,885.83	0.25 %	1,379,699.33 20,196.61	2.85 % 2,813.50	Aaa AA+	0.21 0.20
TOTAL PORTFOLIO		47,995,884.17	1.84 %	49,631,079.09 48,319,154.13	0.21 %	48,760,148.00 354,971.05	100.00 % 440,993.87	Aaa AA+	0.58 0.57
TOTAL MARKET VALUE PLUS ACCRUED						49,115,119.05			



For the Month Ending September 30, 2012

Managed Account Detail of Securities Held

ALAMEDA CNTY TRANSPORTATION IMPROV AUTH - 03068510

Security Type/Description	Dated Date/Coupon/Maturity	CUSIP	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
U.S. Treasury Bond / Note											
US TREASURY NOTES	12/31/2010 0.625% 12/31/2012	912828PW4	AA+	Aaa	03/22/12	03/23/12	1,991,435.74	0.20	3,135.28	1,987,062.34	1,987,326.17
US TREASURY NOTES	04/30/2008 3.125% 04/30/2013	912828HY9	AA+	Aaa	04/26/12	04/27/12	9,857,013.67	0.20	125,216.54	9,737,716.88	9,739,575.10
US TREASURY NOTES	06/30/2008 3.375% 06/30/2013	912828JD3	AA+	Aaa	08/21/12	08/22/12	3,332,969.92	0.20	27,677.29	3,321,805.84	3,322,321.86
Security Type Sub-Total							15,181,419.33	0.20	156,029.11	15,046,585.06	15,049,223.13
Federal Agency Bond / Note											
FHLMC NOTES	02/04/2011 0.750% 03/28/2013	3137EACS6	AA+	Aaa	08/21/12	08/22/12	3,511,725.00	0.19	218.75	3,509,609.74	3,509,817.50
FANNIE MAE GLOBAL NOTES	08/06/2010 1.000% 09/23/2013	31398A250	AA+	Aaa	08/21/12	08/22/12	3,377,034.50	0.26	744.44	3,374,342.37	3,375,178.60
FNMA NOTES	11/01/2010 0.750% 12/18/2013	31398A5W8	AA+	Aaa	08/21/12	08/22/12	3,421,216.00	0.28	7,295.83	3,419,480.64	3,422,572.60
Security Type Sub-Total							10,309,975.50	0.24	8,259.02	10,303,432.75	10,307,568.70
Commercial Paper											
JP MORGAN CHASE & CO COMM PAPER	0.000% 10/01/2012	46620K19	A-1	P-1	03/22/12	03/23/12	2,695,680.00	0.30	0.00	2,700,000.00	2,699,986.50
Security Type Sub-Total							2,695,680.00	0.30	0.00	2,700,000.00	2,699,986.50
Managed Account Sub-Total							28,187,074.83	0.23	164,288.13	28,050,017.81	28,056,778.33
Securities Sub-Total							\$28,187,074.83	0.23%	\$164,288.13	\$28,050,017.81	\$28,056,778.33
Accrued Interest											\$164,288.13
Total Investments											\$28,221,066.46



PFM Asset Management LLC

Account 03068510 Page 4



Alameda CTC- Alameda Cnty Trans Improv Authority
Account #471

Holdings Report
As of 9/30/12

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody S&P	Maturity Duration
31331X3S9	FFCB Note 4.5% Due 10/17/2012	1,506,000.00	04/26/2012 0.16 %	1,536,850.41 1,508,853.22	100.19 0.41 %	1,508,902.06 30,873.00	4.96 % 48.84	Aaa AA+	0.05 0.05
31398A4T6	FNMA Note 0.5% Due 10/30/2012	1,700,000.00	Various 0.15 %	1,702,421.00 1,700,470.45	100.03 0.17 %	1,700,465.80 3,565.28	5.49 % (4.65)	Aaa AA+	0.08 0.08
313396M83	FHLMC Discount Note 0.155% Due 11/1/2012	1,500,000.00	04/26/2012 0.16 %	1,498,779.38 1,498,779.38	99.92 0.16 %	1,498,779.38 1,020.41	4.83 % 0.00	P-1 A-1+	0.09 0.09
3133MTZL5	FHLB Note 4.5% Due 11/15/2012	1,000,000.00	09/30/2011 0.26 %	1,047,586.00 1,005,197.50	100.52 0.35 %	1,005,175.00 17,000.00	3.29 % (22.50)	Aaa AA+	0.13 0.12
31331J2V4	FFCB Note 0.55% Due 11/19/2012	1,750,000.00	03/22/2012 0.20 %	1,754,019.75 1,750,817.29	100.05 0.17 %	1,750,908.25 3,529.17	5.65 % 90.96	Aaa AA+	0.14 0.14
31398AHZ8	FNMA Note 4.75% Due 11/19/2012	750,000.00	03/28/2012 0.18 %	771,854.25 754,556.84	100.61 0.25 %	754,586.25 13,062.50	2.47 % 29.41	Aaa AA+	0.14 0.14
31331G2R9	FFCB Note 1.875% Due 12/7/2012	1,750,000.00	Various 0.27 %	1,777,161.50 1,755,139.92	100.31 0.19 %	1,755,498.50 10,390.63	5.69 % 358.58	Aaa AA+	0.19 0.19
3137EABE8	FHLMC Note 4.125% Due 12/21/2012	1,750,000.00	03/22/2012 0.22 %	1,800,853.25 1,765,088.33	100.87 0.24 %	1,765,288.00 20,052.08	5.75 % 199.67	Aaa AA+	0.22 0.22
31398A6F4	FNMA Note 0.375% Due 12/28/2012	1,175,000.00	03/31/2011 0.70 %	1,168,408.25 1,174,089.37	100.07 0.09 %	1,175,808.40 1,138.28	3.79 % 1,719.03	Aaa AA+	0.24 0.24
3133XW7L7	FHLB Note 1.5% Due 1/16/2013	1,200,000.00	04/30/2012 0.19 %	1,211,133.60 1,204,564.35	100.38 0.21 %	1,204,545.60 3,750.00	3.89 % (18.75)	Aaa AA+	0.30 0.29
3133XX7F8	FHLB Note 1.625% Due 3/20/2013	1,770,000.00	12/16/2011 0.21 %	1,801,169.70 1,781,645.82	100.68 0.18 %	1,782,053.70 878.85	5.74 % 407.88	Aaa AA+	0.47 0.47
3137EABM0	FHLMC Note 3.75% Due 6/28/2013	1,750,000.00	12/27/2011 0.29 %	1,840,510.00 1,794,594.34	102.68 0.14 %	1,796,943.75 16,953.13	5.84 % 2,349.41	Aaa AA+	0.74 0.73
31398A250	FNMA Note 1% Due 9/23/2013	1,750,000.00	12/27/2011 0.35 %	1,769,600.00 1,761,019.21	100.75 0.23 %	1,763,153.00 388.89	5.68 % 2,133.79	Aaa AA+	0.98 0.98
313371UC8	FHLB Note 0.875% Due 12/27/2013	1,780,000.00	12/16/2011 0.39 %	1,797,461.80 1,790,709.27	100.80 0.23 %	1,794,202.62 4,066.81	5.79 % 3,493.35	Aaa AA+	1.24 1.23
Total Agency		21,131,000.00	0.26 %	21,477,808.89 21,245,525.29	0.21 %	21,256,310.31 126,669.03	68.89 % 10,785.02	Aaa AA+	0.39 0.39

COMMERCIAL PAPER

02665JK58	American Honda Corp Discount CP 0.13% Due 10/5/2012	1,000,000.00	09/05/2012 0.13 %	999,891.67 999,891.67	99.99 0.13 %	999,891.67 93.89	3.22 % 0.00	P-1 A-1	0.01 0.01
89233GKB1	Toyota Motor Credit Discount CP 0.4% Due 10/11/2012	600,000.00	Various 0.44 %	598,543.00 598,543.00	99.83 0.44 %	598,543.00 1,385.05	1.93 % 0.00	P-1 A-1+	0.03 0.03
89233GKP0	Toyota Motor Credit Discount CP 0.37% Due 10/23/2012	350,000.00	04/24/2012 0.38 %	349,345.30 349,345.30	99.81 0.38 %	349,345.30 575.56	1.13 % 0.00	P-1 A-1+	0.06 0.06
4662J0KP6	JP Morgan Discount CP 0.3% Due 10/23/2012	350,000.00	04/24/2012 0.30 %	349,469.17 349,469.17	99.85 0.30 %	349,469.17 466.66	1.13 % 0.00	P-1 A-1	0.06 0.06



Alameda CTC- Alameda Cnty Trans Improv Authority
Account #471

Holdings Report
As of 9/30/12

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody S&P	Maturity Duration
COMMERCIAL PAPER									
36959HKP1	General Electric Capital Corp Discount CP 0.33% Due 10/23/2012	350,000.00	04/24/2012 0.34 %	349,416.08 349,416.08	99.83 0.34 %	349,416.08 513.34	1.13 % 0.00	P-1 A-1+	0.06 0.06
40427RL82	HSBC USA Inc Discount CP 0.3% Due 11/8/2012	825,000.00	08/10/2012 0.30 %	824,381.25 824,381.25	99.93 0.30 %	824,381.25 357.50	2.66 % 0.00	P-1 A-1	0.11 0.11
69372ALK6	Paccar Financial Discount CP 0.17% Due 11/19/2012	650,000.00	08/15/2012 0.17 %	649,705.34 649,705.34	99.95 0.17 %	649,705.34 144.26	2.09 % 0.00	P-1 A-1	0.14 0.14
14912DM55	Caterpillar Finance Corp Discount CP 0.23% Due 12/5/2012	620,000.00	06/14/2012 0.23 %	619,314.73 619,314.73	99.89 0.23 %	619,314.73 427.80	2.00 % 0.00	P-1 A-1	0.18 0.18
36959HQB6	General Electric Capital Corp Discount CP 0.28% Due 3/11/2013	500,000.00	09/12/2012 0.28 %	499,300.00 499,300.00	99.86 0.28 %	499,300.00 73.89	1.61 % 0.00	P-1 A-1+	0.44 0.44
4662JQD7	JP Morgan Discount CP 0.3% Due 3/13/2013	500,000.00	09/12/2012 0.30 %	499,241.65 499,241.65	99.85 0.30 %	499,241.65 79.17	1.61 % 0.00	P-1 A-1	0.45 0.45
06416JQJ5	Bank of Nova Scotia Discount CP 0.26% Due 3/18/2013	620,000.00	09/19/2012 0.26 %	619,216.39 619,216.39	99.87 0.26 %	619,216.39 31.34	1.99 % 0.00	P-1 A-1+	0.46 0.46
Total Commercial Paper		6,365,000.00	0.27 %	6,357,824.58 6,357,824.58	0.27 %	6,357,824.58 4,148.46	20.50 % 0.00	P1 A-1	0.18 0.18
MONEY MARKET FUND FI									
431114701	Highmark Govt Money Market Fund	100,794.67	Various 0.04 %	100,794.67 100,794.67	1.00 0.04 %	100,794.67 0.00	0.32 % 0.00	Aaa AAA	0.00 0.00
Total Money Market Fund FI		100,794.67	0.04 %	100,794.67 100,794.67	0.04 %	100,794.67 0.00	0.32 % 0.00	Aaa AAA	0.00 0.00
NEGOTIABLE CD									
89112X5J0	Toronto Dominion Bank Negotiable CD 0.27% Due 4/15/2013	650,000.00	09/17/2012 0.25 %	650,075.70 650,070.65	100.01 0.25 %	650,070.65 68.25	2.09 % 0.00	P-1 A-1+	0.54 0.54
Total Negotiable CD		650,000.00	0.25 %	650,075.70 650,070.65	0.25 %	650,070.65 68.25	2.09 % 0.00	Aaa AAA	0.54 0.54
US CORPORATE									
88579EAD7	3M Company Note 4.65% Due 12/15/2012	155,000.00	04/26/2012 0.32 %	159,237.70 156,369.95	100.92 0.21 %	156,432.05 2,122.21	0.51 % 62.10	Aa2 AA-	0.21 0.21
91159HGW4	US Bancorp Note 2% Due 6/14/2013	600,000.00	09/13/2012 0.31 %	607,470.00 607,109.00	101.16 0.35 %	606,988.20 3,566.67	1.97 % (120.80)	Aa3 A+	0.70 0.70
Total US Corporate		755,000.00	0.31 %	766,707.70 763,478.95	0.32 %	763,420.25 5,688.88	2.48 % (58.70)	Aa3 A+	0.60 0.60



CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody S&P	Maturity Duration
US TREASURY									
912828LR9	US Treasury Note 1.375% Due 10/15/2012	1,025,000.00	09/30/2011 0.18 %	1,037,775.90 1,025,469.46	100.05 0.23 %	1,025,480.73 6,507.77	3.32 % 11.27	Aaa AA+	0.04 0.04
912828MB3	US Treasury Note 1.125% Due 12/15/2012	740,000.00	05/24/2012 0.17 %	743,933.73 741,446.22	100.20 0.15 %	741,502.94 2,456.56	2.40 % 56.72	Aaa AA+	0.21 0.21
Total US Treasury		1,765,000.00	0.17 %	1,781,709.63 1,766,915.68	0.19 %	1,766,983.67 8,964.33	5.72 % 67.99	Aaa AA+	0.11 0.11
TOTAL PORTFOLIO									
		30,766,794.67	0.26 %	31,134,921.17 30,884,609.82	0.23 %	30,895,404.13 145,538.95	100.00 % 10,794.31	Aaa AA+	0.34 0.34
TOTAL MARKET VALUE PLUS ACCRUED						31,040,943.08			



MEMORANDUM

Date: November 12, 2012

To: Citizens Watchdog Committee (CWC)

From: Tess Lengyel, Programs and Public Affairs Manager

Subject: Summary of CWC Annual Report to the Public – Publishing and Outreach

Summary

Extensive publication efforts were done for the CWC 10th Annual Report to the Public. This memorandum describes the multiple activities conducted to publish the CWC Annual Report.

Annual Report Development

Staff designed a 12-page report, and the CWC members decided to take a different approach and requested a redesign of the report to be eight pages and changed the content to focus on CWC financials and activities. The development of the annual report also included:

- Creating nine layout versions of the report for print ads and coordinating printing them in 21 Bay Area publications.
- Creating five layout versions for banner advertisements and coordinating placement of them on 17 websites.
- Translation of the 10.5 x 14 inch ad from English to Spanish to print in one publication.
- Creating a 2-page flyer of the annual report in English.
- Translating the 2-page flyer of the annual report in two languages.

Media Placement

Staff placed online ads in media to redirect traffic back to www.alamedactc.org for the full *10th Annual Report to the Public*, and placed print advertisements in 21 Bay Area publications (see Attachment 08A1 for a complete list). To improve coverage, staff placed online banner advertisements in media with a link back to the full online *10th Annual Report to the Public* and placed print advertisements that summarize the full report and include a URL to the report. The URL to the full report is:

http://www.alamedactc.org/files/managed/Document/8712/CWC_10th_Annual_Report_Aug2012.pdf

Staff requested approval from CWC Annual Report Subcommittee members regarding the media placement plan and budget (see Attachment 08A1).

Print Publication

Staff worked with Autumn Press to print the full annual report in a quantity of 1,000 and to print 2,000 of the English version flyer. Staff also worked with Autumn Press to mail hardcopies of the report to 43 libraries in Alameda County. The Chinese and Spanish versions of the flyer were printed in-house.

Website Page Views and Click-throughs

The number of times a user visited a newspaper webpage were 399,775, which is known as page views. The number of times a user clicked on the report from the media banner advertisement and/or the Alameda CTC website is 965.

Targeted Outreach

To further spread the word about the latest CWC annual report, staff expanded its outreach efforts as follows:

- Emailed an announcement that includes a hyperlink to the full report, a hyperlinked version, and Chinese and Spanish versions of the flyer (http://www.alamedactc.org/app_pages/view/4440) to:
 - 18 Chambers of Commerce – the City of Alameda, Albany, Berkeley, Castro Valley, Dublin, Emeryville, Fremont, Hayward, Livermore, Newark, Oakland, Pleasanton, San Leandro, and Union City; four ethnic chambers including the Hispanic Chamber of Alameda County, the Oakland African American Chamber of Commerce, the Chinatown Chamber of Commerce, and the Vietnamese Chamber of Commerce
 - CWC Organizations – Alameda Labor Council AFL-CIO, Sierra Club, League of Women Voters, East Bay Bicycle Coalition, and 10 CWC members
- Emailed the English, Chinese and Spanish versions of the flyer to 51 Asian community organizations and 23 Hispanic community organizations.
- Handed the full report and flyers to the following at their scheduled September and October meetings:
 - Alameda CTC Commissioners – 43 Commission members including the alternates
 - Bicycle and Pedestrian Advisory Committee members – 11 committee members
 - Citizens Advisory Committee members – 15 committee members
 - Paratransit Advisory and Planning Committee members – 20 committee members
 - All jurisdictions city managers, city finance managers/directors, grant sponsors, and elected officials – 223 staff members for the jurisdictions and agencies
- Wrote and e-mailed a press release, “Watchdog Committee’s 10th Annual Report Highlights Transportation Sales Tax Activities,” on August 25, 2012 with a link to the full report to:
 - All media in the County – 135 media contacts, which included newspapers, blogs, ethnic media, radio, television, and cable

- Included an update in the September issue of the e-newsletter with a link back to the full report and the additional language versions, and emailed the e-newsletter to:
 - The full Alameda CTC full Constant Contact database – 3,865 e-mail addresses
- Placed *What's New* information on the Alameda CTC websites that links directly to the report.
- Displayed the report on information tables at public meetings that Alameda CTC hosts (on average 10 meetings per month).
- Brought the print version of the report to numerous outreach activities, for example:
 - September 9: Solano Avenue Stroll
 - September 14: 15th Annual San Leandro Senior Resource Fair
 - September 23: Newark Days: Community Information Faire
 - October 20: Fourth Annual Alameda County Wheels for Meals Ride (Pleasanton)

Fiscal Impact

The cost of design and placement of the online and print advertisements, along with the printing and mailing of the hard copy report totaled \$42,713.

In 2011, the total costs were \$35,528. The budget for the CWC's *10th Annual Report to the Public* in 2012 was \$50,000. The actual 2012 costs came in \$6,436 more than for the prior year, and were \$8,037 under budget.

Attachments:

08A1: CWC Annual Report Publication Cost Summary

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CWC Annual Report
Publications Costs

Affiliation	Newspaper	2011 Alameda CTC Page Views	2011 Click-throughs** from Online Media Banners	2011 Cost (Print)	2011 Cost (Web)	2011 Final Costs	2012 Alameda CTC Page Views	2012 Click-throughs** from Online Media Banners	Proposed 2012 Cost (Print)	Proposed 2012 Cost (Web)	Estimated 2012 Costs	Actual 2012 Costs
Alameda CTC	www.AlamedaCTC.org	N/A	N/A	\$0.00	\$0.00	\$0.00	0	617	\$0.00	\$0.00	\$0.00	
Bay Area NewsGroup - East Bay	Alameda Times Star, Argus, Daily Review, Oakland Tribune (delivered to Oakland, Hayward, Alameda, and Fremont), Times Herald Weekly, Tri-Valley Herald Online: insidebayarea.com	N/A	N/A	\$8,131.20		\$8,131.20	133,218	145	\$8,196.72	\$2,000.00	\$10,196.72	\$10,173.20
Bay Area Newsgroup Hills Newspapers	Montclarion, ElCerrito, Berkeley Voice, Piedmonter, Alameda Journal	N/A	N/A	\$1,512.00		\$1,512.00			\$1,285.20		\$1,285.20	\$1,285.20
Combined Print and Electronic	San Francisco Business Times (Alameda County, Contra Costa County) Online: sanfrancisco.bizjournals.com	37,424	16	\$5,385.00	\$1,266.00	\$6,651.00	39,720	15	\$5,525.00	\$1,667.00	\$7,192.00	\$7,192.00
Post Newsgroup	Oakland Post/El Mundo (San Francisco Post, Berkeley Post, Richmond Post, South County Post and Marin)....The Spanish version will print in El Mundo	N/A	N/A	\$3,000.00		\$3,000.00			\$3,000.00		\$3,000.00	\$3,000.00
	The Independent - Livermore, Pleasanton, Dublin, and Sunol	N/A	N/A	\$1,569.12		\$1,569.12			\$1,333.08		\$1,333.08	\$1,333.08
	Pleasanton Weekly			\$1,079.00	\$200.00	\$1,279.00	81,235	41	\$1,079.00	\$200.00	\$1,279.00	\$1,279.00

*Page Views: The number of times a user visits a newspaper webpage
**Click-throughs: The ability to click on the Alameda CTC report from the media banner advertisement

CWC Annual Report
Publications Costs

Affiliation	Newspaper	2011 Alameda CTC Page Views	2011 Click-throughs** from Online Media Banners	2011 Cost (Print)	2011 Cost (Web)	2011 Final Costs	2012 Alameda CTC Page Views	2012 Click-throughs** from Online Media Banners	Proposed 2012 Cost (Print)	Proposed 2012 Cost (Web)	Estimated 2012 Costs	Actual 2012 Costs
	Tri-City Voice - Fremont, Newark, Union City, Hayward, and Sunol	N/A	N/A	\$735.00		\$735.00	N/A	N/A	\$735.00		\$735.00	\$735.00
	East Bay Express (eastbayexpress.com)	22,220	23	\$1,800.00	\$225.00	\$2,025.00	33,701	115	\$1,800.00	\$225.00	\$2,025.00	\$2,025.00
	SFGate.com front page banner hyperlink to ACTIA website - final cost	43,183	32	\$2,304.60	\$700.00	\$3,004.60	43,183	32	\$575.00	\$2,500.00	\$3,075.00	\$3,075.00
	www.asianweek.com - web banner only (did not run this vrsion as originally planned)				\$336.00	\$336.00				\$406.00	\$406.00	\$0.00
	www.asianweek.com - web banner only (linked to the English version)				\$322.00	\$322.00				\$336.00	\$336.00	\$336.00
PATCH News/AOL Publications in Alameda County Banner Only	Alameda				\$0.00	\$0.00	9,651			\$108.00	\$108.00	\$108.00
	Albany				\$0.00	\$0.00	16,049			\$157.50	\$157.50	\$157.50
	Berkeley				\$0.00	\$0.00	1,918			\$103.50	\$103.50	\$103.50

*Page Views: The number of times a user visits a newspaper webpage
**Click-throughs: The ability to click on the Alameda CTC report from the media banner advertisement

CWC Annual Report
Publications Costs

Affiliation	Newspaper	2011 Alameda CTC Page Views	2011 Click-throughs** from Online Media Banners	2011 Cost (Print)	2011 Cost (Web)	2011 Final Costs	2012 Alameda CTC Page Views	2012 Click-throughs** from Online Media Banners	Proposed 2012 Cost (Print)	Proposed 2012 Cost (Web)	Estimated 2012 Costs	Actual 2012 Costs
PATCH News/AOL Publications in Alameda County Banner Only	Castro Valley				\$0.00	\$0.00	2,854			\$126.00	\$126.00	\$126.00
	Dublin				\$0.00	\$0.00	3,300			\$157.50	\$157.50	\$157.50
	Livermore				\$0.00	\$0.00	13,660			\$85.50	\$85.50	\$85.50
	Newark				\$0.00	\$0.00	4,738			\$126.00	\$126.00	\$126.00
	Piedmont				\$0.00	\$0.00	2,350			\$103.50	\$103.50	\$103.50
	Pleasanton Weekly				\$0.00	\$0.00	6,531			\$157.50	\$157.50	\$157.50
	San Leandro				\$0.00	\$0.00	4,334			\$126.00	\$126.00	\$126.00
	Union City				\$0.00	\$0.00	3,333			\$126.00	\$126.00	\$126.00

*Page Views: The number of times a user visits a newspaper webpage
**Click-throughs: The ability to click on the Alameda CTC report from the media banner advertisement

CWC Annual Report
Publications Costs

Affiliation	Newspaper	2011 Alameda CTC Page Views	2011 Click-throughs** from Online Media Banners	2011 Cost (Print)	2011 Cost (Web)	2011 Final Costs	2012 Alameda CTC Page Views	2012 Click-throughs** from Online Media Banners	Proposed 2012 Cost (Print)	Proposed 2012 Cost (Web)	Estimated 2012 Costs	Actual 2012 Costs
	Other Costs											
	Legal Notice of Public Hearing					\$0.00				\$748.65	\$748.65	\$623.65
	Publications Design			\$2,940.00		\$2,940.00			\$2,940.00		\$2,940.00	\$5,120.00
	Language 411 (translation from English to Chinese and Spanish)			\$1,033.50		\$1,033.50			\$1,033.00		\$1,033.00	\$1,497.13
	Autumn Press Printing for 1,000 full report & 2,000 flyers			\$2,989.43		\$2,989.43			\$2,989.43		\$2,989.43	\$2,912.10
TOTALS:				\$32,479	\$3,049	\$35,528	399,775	965	\$30,491	\$9,460	\$39,951	\$41,963
												\$6,436
												Difference

*Page Views: The number of times a user visits a newspaper webpage
**Click-throughs: The ability to click on the Alameda CTC report from the media banner advertisement



Citizens Watchdog Committee Issues Identification Process

Summary

This issues identification process outlines the responsibilities of the Citizens Watchdog Committee (CWC) and the process to bring and address issues of concern to the CWC.

CWC Responsibilities

The Citizen Watchdog Committee is charged with the following as written in the Expenditure Plan approved by voters in November 2000:

“This committee will report directly to the public and will be charged with reviewing all expenditures of the Agency [Alameda County Transportation Commission (Alameda CTC)].” The responsibilities of the committee are to:

- Hold public hearings and issue reports, on at least an annual basis, to inform Alameda County residents how the funds are being spent. The hearings are open to the public and must be held in compliance with the Brown Act, California’s open meeting law, with well-publicized information announcing the hearings posted in advance.
- Have full access to the Commission’s independent auditor and authority to request and review specific information and to comment on the auditor’s reports.
- Publish an annual report and any comments concerning the Commission’s audit in the local newspapers. In addition, copies of these documents must be made available to the public at large.

The Commission also allows the CWC to fulfill its mission by requesting information directly from Measure B fund recipients.

Review Process

The goals for any review of projects and programs by the CWC are to report to the public and make recommendations to the Alameda CTC staff and Board. To this end, the tasks for the CWC to focus on: 1) proper expenditure of Measure B funds; 2) the timely delivery of projects per contract agreements and the Expenditure Plan; and 3) adherence to the projects or programs as defined in the voter-approved Expenditure Plan.

CWC Issues Identification Process

During the review process, CWC members will use the following procedures:

1. Issues that are raised by CWC members regarding financial and contract compliance issues may be legitimate topics to pursue through the request of a project or program sponsor to appear before the CWC.
2. Before calling on a sponsor to appear, CWC members must submit a “CWC Issues Form” (attached) to the CWC chair or vice-chair for placement on the agenda at the next CWC meeting.
3. CWC members may also submit CWC Issues Forms during a meeting, which the chair will take into consideration, and at his or her discretion, address at that particular meeting.
4. The full CWC must approve issues identified in a CWC Issues Form to address in further detail by an affirmative vote.
5. CWC members may form an ad-hoc subcommittee to draft CWC questions that need answers from the project/program sponsors and to receive a presentation from a project or program sponsor specifically addressing the issues, questions, or concerns raised by the CWC.
6. The subcommittee should consider the resources listed below, either in preparation for the review meeting, or for examination during the meeting.

The reviews are expected to be organized, thorough and efficient, and may result in a clear recommendation for further action, if needed.

Resources for CWC (not inclusive)

- Adopted Measure B Expenditure Plan (blue book)
- Up-to-date list of project/program sponsors contacts
- Alameda CTC staff responsible for oversight of the project/program
- Information about public hearings, recent discussions, or news clippings provided by Alameda CTC staff to the CWC by mail or at meetings
- Other Alameda CTC community advisory committees (for example, the Citizens Advisory Committee, Paratransit Advisory and Planning Committee, or Bicycle and Pedestrian Advisory Committee chair-persons may be called on to address an issue.)
- Alameda CTC Auditor (for example, to request, “Are these figures reasonable/reliable?”)
- Alameda CTC Executive Director (for example, to request “Is this the intention of the Expenditure Plan?”)
- Alameda CTC Attorney (for example, to determine, “Is this a legal issue?”)

CITIZENS WATCHDOG COMMITTEE ISSUES FORM

Alameda County Transportation Commission (Alameda CTC)
1333 Broadway, Suite 300
Oakland, California 94612
Voice: 510-893-3347 Fax: 510-893-6489

The CWC is required to review all Measure B expenditures. This form allows formal documentation of potential issues of concern regarding expenditure of Measure B funds. A concern should only be submitted to the CWC if an issue is directly related to the potential misuse of Measure B funds or non-compliance with Alameda CTC agreements or the Expenditure Plan approved by voters. This form may be used only by acting CWC members.

Date: _____

Name: _____

Email Address: _____

Governmental Agency of Concern (Include name of agency and all individuals)

Agency's Phone Number: _____

Agency's Address: _____

City _____ **Zip Code:** _____

Which one of the following Measure B expenditures is this concern related to:

(Please check one)

☐ Capital Project ☐ Program ☐ Program Grant ☐ Administration

Please explain the nature of your concern and how you became aware of it providing as much detail as you can, including the name of the project or program, dates, times, and places where the issues you are raising took place. (Use additional sheets of paper if necessary)

PROCESS -

PROTECTION -

Action Taken - Please list other parties or agencies you have contacted in an attempt to more fully understand this issue and any actions you yourself have taken.



Memorandum

DATE: November 6, 2012

TO: Planning, Policy and Legislation Committee

FROM: Beth Walukas, Deputy Director of Planning
Kara Vuicich, Senior Transportation Planner
Matthew Bomberg, Assistant Transportation Planner
Cathleen Sullivan, Planning Support

SUBJECT: Review of Draft Priority Development Area (PDA) Readiness Classification

Recommendation

This item is for information only. No action is requested. Jurisdictions are being requested to review and make any updates to the status of PDA planning efforts as well as any other PDA inventory information by November 13, 2012. This information will be incorporated into the draft PDA readiness classification prior to the Planning, Policy and Legislation Committee meeting on November 19, 2012 and redistributed at the meeting.

Summary

MTC's One Bay Area Grant (OBAG) program requires that, in large counties such as Alameda County, 70% of OBAG funds be programmed to transportation projects that support PDAs. Approximately \$38.7 million (of the \$63 million OBAG total for Alameda County) will be available for PDA-supportive transportation investments over the four-year funding cycle.

The OBAG program requires that planning and capital investment support for PDAs be demonstrated so that PDAs can complete planning, regulatory and infrastructure improvements that will facilitate future housing and job growth in these areas. By May 1, 2013, Alameda CTC must adopt and submit a PDA Investment and Growth Strategy that provides an approach to PDA planning and investment for both current and future funding cycles. A key component of the Investment and Growth Strategy is a PDA Strategic Plan that describes how the Alameda CTC will prioritize capital transportation investments for this funding cycle and prepare developing PDAs for future capital investments. (See Attachment A for an outline of the complete PDA Investment and Growth Strategy).

For the current four-year funding cycle, the Alameda CTC proposes to allocate transportation capital funds for PDA-supportive transportation investments to those PDAs that have completed planning and other regulatory activities necessary to facilitate PDA development and that have active development markets. Additional funds are anticipated to be available for technical assistance related to a broad range of planning and project development activities for PDAs that have not yet completed planning, zoning or other regulatory updates necessary to facilitate

development in PDAs and in which housing and job growth is more likely to occur in the longer term.

This memo presents the draft PDA readiness classification to identify PDAs that should be prioritized for this cycle of OBAG funds for PDA-supportive transportation investments. The PDA readiness classification will be incorporated into the PDA Strategic Plan and the overall PDA Investment and Growth Strategy, a draft of which will be presented to the Commission in February 2013.

The draft PDA readiness criteria adopted by the Commission in October 2012 have been refined based on comments from Commission and ACTAC members, and as a result of their application in classifying the PDAs. Breakpoints were identified and used to determine whether or not a PDA has a more active development market, and the planning screen was refined to more accurately reflect whether or not a PDA had completed necessary planning and regulatory activities to facilitate future development. It was determined that three specific criteria (as opposed to simply three out of five planning screen criteria) must be met in order for a PDA to be classified as active. These include:

- A detailed plan for the entire PDA (i.e., a specific plan, area plan, master plan, redevelopment plan, or more detailed section of the general plan) that has been adopted by the city council or board of supervisors;
- Necessary zoning and general plan updates so that all planning documents and development regulations are consistent; and
- Necessary CEQA review and, ideally, a programmatic or master EIR that may facilitate environmental review for subsequent development projects.

Discussion

The current OBAG funding cycle provides a relatively low level of funding and a short time horizon in which to obligate funds. Additionally, one of the key objectives of the newly created OBAG program is to make strategic transportation investments that support the region's land use strategy of locating future growth and development in PDAs. Consequently, the Alameda CTC's strategy for this four-year funding cycle is to use the OBAG program to invest in PDAs with a mature real estate market and completed advance planning activities. In these PDAs, transportation projects are most likely to support occupancy of recently completed development projects and serve as a "tipping point" for additional development, thereby demonstrating success in using transportation investment to leverage targeted land use development. Additionally, it is more likely that the phasing of development and infrastructure investments has been determined in these PDAs which minimizes the possibility that transportation improvements might later need to be demolished or altered to accommodate new development.

Requiring a PDA to have Active status as a screen for Cycle 2 OBAG funding eligibility supports the policy objective of concentrating short-term transportation capital funds in those PDAs that are most likely to benefit (in terms of supporting near-term, transit-oriented growth and development) from transportation investments within the next four years. It also recognizes that there is a limited amount of OBAG funding available (\$38.7 million) in a relatively short funding cycle, and that projects must be ready to begin construction by January 2017. It is important to note that other capital funds which may become available in the near-term (either from the passage of Measure B1 or from other regional sources) would *not* be restricted to Active PDAs. These funds could be used to support capital investments and planning in PDAs with less active development markets.

The PDA Strategic Plan will provide a long-term road map for moving other PDAs forward in terms of “readiness” for transportation investments in future funding cycles. Additionally, Alameda CTC staff currently is creating an expanded technical assistance program to support a wide range of planning and project development activities in PDAs as well as to provide bicycle and pedestrian planning and engineering and complete streets technical support either within or outside PDAs. Staff currently is seeking approval to release a Request for Qualifications (RFQ) for an expanded technical assistance program and anticipates issuing the RFQ in December. In January, staff will present the draft technical assistance program to the Committee in more detail along with potential project funding amounts.

PDA Selection Criteria and Classification

In October 2012, the Commission approved the PDA readiness categories and criteria. These have been refined based on comments from Commission and ACTAC members, and as a result of their application in classifying the PDAs. Breakpoints were identified and used to determine whether or not a PDA has a more active development market, and the planning screen was refined to more accurately reflect whether or not a PDA had completed the necessary planning and regulatory activities to facilitate future development. It was determined that three specific criteria (as opposed to simply three out of five planning screen criteria) must be met in order for a PDA to be classified as active. The refined PDA readiness categories and criteria are shown in Attachment B.

The readiness criteria were designed to identify PDAs where transportation investments will build on existing development activity. In general, PDAs for which planning activities have been completed and in which both residential and commercial development has occurred and is in the pipeline are most likely to generate additional development activity as the result of transportation investments within the next four years. The three PDA readiness classifications are summarized below:

- **Active PDAs** have completed necessary planning and regulatory updates to facilitate future housing and/or job growth and have a recent history of development activity as well as development activity currently underway. OBAG funds will play a pivotal role in continuing the development momentum in these PDAs.
- **Near-Active PDAs** either have not yet completed planning and regulatory updates, or have seen less development activity to date than active PDAs. Near-Active PDAs whose planning activities are in progress may need support to complete particular planning or technical studies, environmental review and/or zoning updates. For near-active PDAs with completed planning but less development activity, OBAG transportation capital funds potentially could be used as a catalyst to spur interest from the private sector. A public investment in one of these PDAs could signal to the private market that the area is ready for development. In these cases, use of public funds must be carefully evaluated to ensure that these public funds are leveraging new private investments and not merely replacing already committed private funds.
- **PDAs In Need of Planning Support** have just begun or have not yet started the necessary planning and regulatory updates to facilitate future housing and job growth. These PDAs would be identified to receive additional resources for planning and preparation while the development market matures, especially if they play an important role in supporting regional goals for infill development or are otherwise a high priority in the County.

Planning Screens

For a PDA to be considered active, its sponsoring jurisdiction must have completed the following:

- A detailed plan for the entire PDA (i.e., a specific plan, area plan, master plan, redevelopment plan, or more detailed section of the general plan) that has been adopted by the city council or board of supervisors;
- Necessary zoning and general plan updates so that all planning documents and development regulations are consistent; and
- Necessary CEQA review and, ideally, a programmatic or master EIR that may facilitate environmental review for subsequent development projects.

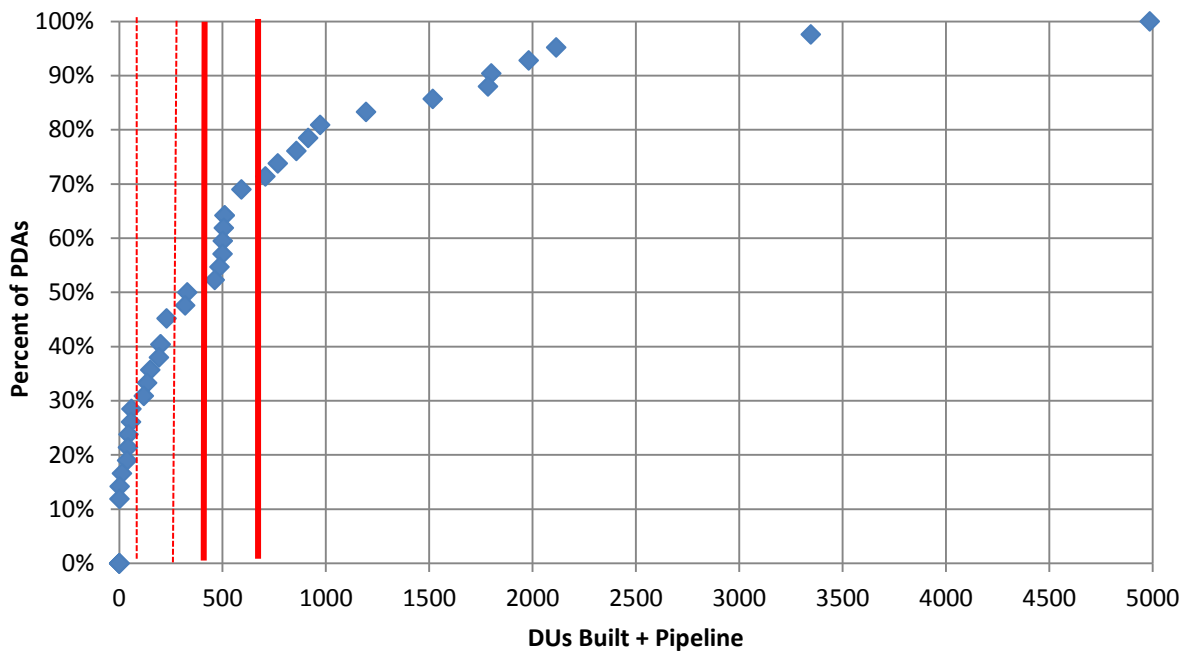
Near-active PDAs may have begun but not yet completed planning, environmental and regulatory activities needed to facilitate development within them. PDAs that are in need of planning support have not yet initiated a more detailed planning process focused on accommodating additional growth and development.

Development Screens

The breakpoints for determining whether or not a PDA has an active development market are based on the natural breakpoints in the development data collected for all PDAs in Alameda County, and are illustrated by the red lines in Figure 1, which shows the distribution of PDAs according to the number of dwelling units (DUs) that have been built since 2007 or are in the pipeline (entitled, have building permits, or have completed environmental review). The break points fall at 700, 450, 300 and 100 units.

PDAs in the 70th percentile and above have 700 or more dwelling units built or in the pipeline; PDAs between the 50th and 70th percentiles have between 450 and 700 dwelling units either built or in the pipeline. Additional break points occur at 300 and 100 units built or in the pipeline. Approximately half of all PDAs have less than 300 units built or in the pipeline, and 30% have 100 or fewer units built or in the pipeline.

Figure 1: Breakpoints for Dwelling Unit Data



Note: Specific data for each PDA are shown in Figure 2.

Based on the Commission's direction to focus this funding cycle's transportation capital investments in a smaller number of PDAs (in order to increase the likelihood of successfully linking transportation investments and land use development), development screens were set at the higher thresholds shown in Figure 1. These screening criteria also reflect the Commission's desire that PDA classification consider commercial as well as residential development. For a PDA to have an active development market, 100 or more units must have been constructed since 2007 (including units that are currently under construction and will be complete by June 2013), 700 or more units must be built and/or in the pipeline (entitled or possessing a building permit), and some commercial development must have either been built since 2007 or is in the pipeline. Near-active PDAs have 450 units built or in the pipeline and have some commercial development either built since 2007 or in the pipeline.

PDA Readiness Classification

Figure 2 presents the classification of the PDAs based on the planning and development screens adopted by the Commission in October 2012. Overall, five PDAs were identified as active, 12 as near-active, and 26 as needing planning support or having low or no development activity. The classification of PDAs will be revised once development and planning screen data has been finalized, and in consideration of Committee review and input.

Attachment C presents the inventory data used in the readiness classification of the PDAs. Jurisdictions have been requested to review and verify this information no later than November 13, 2012 so that the draft PDA classification can be revised in time for the November 19, 2012 PPLC and December 6, 2012 Commission meetings.

ACTAC Comments

ACTAC reviewed this item at their November 6, 2012 meeting and provided comments. Additional comments from the jurisdictions are being received via email through November 13, 2012. A summary of all comments will be provided at the PPLC meeting on November 19, 2012.

Figure 2: DRAFT PDA Classification by Planning and Development Screen Criteria

PDA	Development Screens					Planning Screens*		Overall Readiness Classification
	# Units Built	# Units Built + Pipeline	Commercial Sq. ft. Built	Commercial Sq. ft. Pipeline	Development Readiness	Planning, Environmental, Regulatory Complete	Planning Readiness	
Oakland: TOD Corridors	533	4,986	87,792	285,750	Active	Yes	Active	Active
Oakland: Downtown and Jack London Square	2106	3,346	220,820	3,007,885	Active	Yes	Active	Active
Dublin: Town Center	953	2,114	0	1,565,000	Active	Yes	Active	Active
Oakland: West Oakland	1019	1,981	72,848	38,500	Active	Yes	Active	Active
Union City: Intermodal Station District	811	1,784	9,000	43,700	Active	Yes	Active	Active
Dublin: Transit Center/Dublin Crossing	674	1,800	15,000	1,700,000	Active	In Progress	Near Active	Near Active
Emeryville: Mixed Use Core	739	1,517	522,780	200,000	Active	In Progress	Near Active	Near Active
Fremont: Irvington District	447	707	9,200	6,830	Active	In Progress	Near Active	Near Active
Oakland: MacArthur Transit Village	56	1,194	165,000	1,452,500	Near Active	Yes	Active	Near Active
Dublin: Downtown Specific Plan Area	0	914	24,580	3,035,000	Near Active	Yes	Active	Near Active
Oakland: Fruitvale & Dimond Areas	123	591	29,020	15,000	Near Active	Yes	Active	Near Active
Berkeley: University Avenue	400	510	20,000	5,000	Near Active	Yes	Active	Near Active
Pleasanton: Hacienda	0	506	680,580	117,700	Near Active	Yes	Active	Near Active
Oakland: Coliseum BART Station Area	373	501	55,120	5,451	Near Active	Yes	Active	Near Active
Alameda: Alameda Naval Air Station	200	500	0	140,000	Near Active	In Progress	Near Active	Near Active
Berkeley: Downtown	240	485	60,000	26,600	Near Active	Yes	Active	Near Active
Fremont: Centerville	308	462	61,000	58,000	Near Active	In Progress	Active	Near Active
Livermore: Isabel Avenue/BART Station Planning Area	406	972	470,845	190,000	Active	No	NS	NS
Hayward: The Cannery	427	767	0	4,000	Active	No	NS	NS
Hayward: South Hayward BART Urban Neighborhood	0	857	0	78,484	Near Active	No	NS	NS
Livermore: East Side PDA	0	510	67,364	187,537	Near Active	No	NS	NS
Fremont: City Center	317	329	15,000	115,900	NS	Yes	Active	NS
Berkeley: San Pablo Avenue	81	319	14,000	33,500	NS	In Progress	Near Active	NS
Livermore: Downtown	124	229	19,911	7,500	NS	Yes	Active	NS
Albany: San Pablo Avenue/Solano Avenue Mixed Use Neighborhood	25	200	0	85,000	NS	No	NS	NS
San Leandro: Downtown TOD	0	200	82,000	0	NS	In Progress	Near Active	NS
Hayward: Downtown	60	192	78,277	9,158	NS	No	NS	NS
Berkeley: South Shattuck	0	150	0	23,000	NS	No	NS	NS

NS=Needs planning support

*Note: Please see Attachment C for further detail on planning documents completed or in progress.

Continued on following page...

DRAFT PDA Classification by Planning and Development Screen Criteria, continued

PDA	Development Screens					Planning Screens*			Overall Readiness Classification
	# Units Built	# Units Built + Pipeline	Commercial Sq. ft. Built	Commercial Sq. ft. Pipeline	Development Readiness	Planning, Environmental, Regulatory Complete	Planning Readiness		
Alameda County: East 14th Street and Mission Boulevard Mixed Use Corridor	135	135	0	0	NS	No	NS	NS	
San Leandro: East 14th Street	119	119	0	28,000	NS	No	NS	NS	
Alameda County: Castro Valley BART	19	59	2,280	0	NS	No	NS	NS	
Oakland: Eastmont Town Center	24	57	0	99,000	NS	Yes	Active	NS	
Alameda: Northern Waterfront	45	45	25,000	0	NS	Yes	Active	NS	
Berkeley: Adeline Street	0	42	0	1,900	NS	No	NS	NS	
Berkeley: Telegraph Avenue	0	38	0	4,000	NS	In Progress	Near Active	NS	
Alameda County: Hesperian Boulevard	13	13	0	0	NS	No	NS	NS	
Newark: Old Town Mixed Use Area	0	2	0	0	NS	No	NS	NS	
Newark: Dumbarton TOD	0	1	0	0	NS	In Progress	Near Active	NS	
Alameda County: Meekland Avenue Corridor	0	0	0	0	NS	No	NS	NS	
Fremont: South Fremont/Warm Springs	0	0	0	0	NS	No	NS	NS	
Hayward: Mission Corridor	0	0	0	75,350	NS	In Progress	Near Active	NS	
Hayward: South Hayward BART Station Mixed Use Corridor	0	0	0	1,391	NS	No	NS	NS	
San Leandro: Bay Fair BART Transit Village	0	0	0	0	NS	No	NS	NS	

NS=Needs planning support

*Note: Please see Attachment C for further detail on planning documents completed or in progress.

Next Steps

Following are the next steps in the development of the PDA Investment and Growth Strategy:

- Release the RFQ for the Sustainable Communities Technical Assistance Program in December 2012 and present draft program details to the Commission in January 2013
- Present the draft PDA classifications along with the Draft PDA Strategic Plan to the Commission for approval in January 2013
- Present the complete Draft PDA Investment and Growth Strategy (including the PDA Strategic Plan) to the Commission in February 2013
- Present the Final Draft PDA Investment and Growth Strategy to the Commission in March 2013
- Present the Final PDA Investment and Growth Strategy to the Commission for adoption and submission to MTC in April 2013

Attachments

- Attachment A: PDA Investment and Growth Strategy Draft Outline
- Attachment B: PDA Readiness Criteria
- Attachment C: PDA Inventory Data Used in Readiness Classification
- Attachment D: Letter to the Commission from Alameda County regarding PDA readiness criteria

Attachment A: PDA Investment and Growth Strategy Draft Outline

1. Introduction/Overview
 - a. Introduction to OBAG
 - b. What are PDAs?

SIDEBAR: FOCUS Program
SIDEBAR: SB 375 and Sustainable Communities Strategy
 - c. Overview of PDA Growth and Investment Strategy
2. The PDA Inventory: Understanding Alameda County's PDAs
 - a. PDAs: A complex, long-term process
 - i. PDA Development Factors/Challenges
 - b. Overview of PDA Inventory & survey
 - c. Describe Alameda County's PDAs
 - i. Description of PDAs (projected housing units and jobs, map of PDAs in Alameda County, summary charts describing PDAs in Alameda County, etc.)
 - d. Growth Opportunity Areas (GOAs)
 - i. What are GOAs?
 - ii. Describe GOAs in Alameda County
3. PDA Strategic Plan
 - a. Introduction
 - b. Evaluation criteria/factors provided by MTC in Resolution 4035
 - c. PDA Readiness Criteria
 - d. Supporting PDA "readiness"
 - e. Alameda County PDA Classification
4. OBAG Investment Strategy
 - a. List of projects proposed for funding
5. Alameda County Inventory of PCAs
 - a. What are PCAs?
 - b. Describe PCAs in Alameda County
 - c. Criteria for funding
 - d. Eligible projects for funding in PCAs
6. Monitoring
 - a. Describe ongoing strategies to monitor PDA development over time
7. Summary/Next Steps

Attachment B: PDA Readiness Criteria

Classification	Description	Screens
Active	<ul style="list-style-type: none"> • Completion of planning, environmental and regulatory activities needed to facilitate development • History of development • Strong development activity underway 	<ul style="list-style-type: none"> • Completion of: <ul style="list-style-type: none"> – Detailed planning with council or board approval; – Necessary environmental review; and – Consistent general plan and zoning • At least 3 of 4 development screens <ul style="list-style-type: none"> – Development screens 1 and 2 are mandatory
Near Active	<ul style="list-style-type: none"> • Some planning complete or in progress • Moderate development history • Moderate development activity underway 	<ul style="list-style-type: none"> • Planning and/or regulatory updates are completed or in progress • At least 2 of 4 development screens
Needing Planning Support	<ul style="list-style-type: none"> • Need planning support/ zoning updates • Little to no development activity 	<ul style="list-style-type: none"> • PDA-specific planning not yet initiated • 1 or fewer development screens

Planning Screens

- 1.) General Plan Update
- 2.) Specific Plan/Other Area Plan
- 3.) Redevelopment Plan
- 4.) Zoning Code Amendments
- 5.) Programmatic EIR or completion of required CEQA review

Development Screens

- 1.) 100+ Housing units constructed since 2007
- 2.) 700+ Housing units underway or “in the pipeline” (450+ for Near Active)
- 3.) Any commercial square footage constructed since 2007
- 4.) Any commercial square footage underway or “in the pipeline”

Notes:

- Constructed since 2007 also includes units under construction that are scheduled for completion by or before June 2013.
- Planning screens are based on **completed** documents
- “In the pipeline” means number of units/square feet that have been issued entitlements or building permits, or that have a CEQA document complete
- 3 of 4 Development Screens requirement for Active means Active PDAs must have:
 - Mix of housing and commercial
 - Mix of completed and planned development

Attachment C: PDA Inventory Data Used in Readiness Classification

Jurisdiction	PDA	Constructed since 2007		Building Permits		Total Pipeline (including Building Permits)	
		DUs	Comm. Sq. Ft.	DUs	Comm. Sq. Ft.	DUs	Comm. Sq. Ft.
Alameda County Unincorporated	Castro Valley BART	19	2,280	40	0	40	0
	East 14th Street and Mission Street	13	0	0	0	0	0
	Hesperian Boulevard	135	0	0	0	0	0
	Meekland Avenue Corridor	0	0	0	0	0	0
City of Alameda	Naval Air Station	200	0	0	0	300	140,000
	Northern Waterfront	45	25,000	0	0	0	0
City of Albany	San Pablo Avenue & Solano Avenue	25	0	0	0	175	85,000
City of Berkeley	Adeline Street	0	0	0	0	42	1,900
	Downtown	240	60,000	15	3,000	245	26,600
	San Pablo Avenue	81	14,000	27	3,500	238	33,500
	South Shattuck	0	0	0	0	150	23,000
	Telegraph Avenue	0	0	38	4,000	38	4,000
	University Avenue	400	20,000	0	0	110	5,000
City of Dublin	Downtown Specific Plan Area	0	24,580	309	0	914	3,035,000
	Town Center	953	0	165	0	1,161	1,565,000
	Transit Center	674	15,000	505	0	1,126	1,700,000
City of Emeryville	Mixed-Use Core	739	522,780	74	0	778	200,000
City of Fremont	Centerville	308	61,000	154	58,000	44	0
	City Center	317	15,000	12	115,900	329	91,000
	Irvington District	447	9,200	228	6,830	260	0
	South Fremont/Warm Springs	0	0	0	0	0	0
City of Hayward	Mission Corridor	0	0	0	2,305	0	75,350
	Downtown	60	78,277	21	7,158	132	9,158
	South Hayward BART (MUC)	0	0	0	0	0	1,391
	South Hayward BART (UN)	0	0	0	0	857	78,484
	The Cannery	427	0	107	0	340	4,000
City of Livermore	Downtown	124	19,911	11	0	105	7,500
	East Side	0	67,364	0	0	510	187,537
	Isabel Avenue/BART Station Planning Area	406	470,845	0	0	566	190,000
City of Newark	Dumbarton Transit Oriented Development	0	0	0	0	1	0
	Old Town Mixed Use Area	0	0	0	0	2	0
City of Oakland	Coliseum BART Station Area	373	55,120	0	0	128	5,451
	Downtown & Jack London Square	2,106	220,820	0	0	1,240	3,007,885
	Eastmont Town Center	24	0	0	72,000	33	99,000
	Fruitvale & Dimond Areas	123	29,020	0	0	468	15,000
	MacArthur Transit Village	56	165,000	0	0	1,138	1,452,500
	Transit Oriented Development Corridors	533	87,792	37	0	4,453	285,750
	West Oakland	1,019	72,848	119	0	962	38,500
City of Pleasanton	Hacienda	0	680,580	0	0	506	117,700
City of San Leandro	Bay Fair BART Transit Village	0	0	0	0	0	0
	Downtown Transit Oriented Development	0	82,000	0	0	200	0
	East 14th Street	119	0	0	0	0	28,000
City of Union City	Intermodal Station District	811	9,000	0	0	973	43,700

Jurisdiction	PDA	Status of Planning Document				
		Detailed Plan for PDA	Redevelopment Plan for PDA	Recent EIR covering PDA plan	Zoning consistent w/ PDA plan	General Plan consistent w/ PDA plan
Alameda County Unincorporated	Castro Valley BART	Yes	Yes	No	Yes	Yes
	East 14th Street and Mission Street	Yes	Yes	No	No	Yes
	Hesperian Boulevard	Yes	Yes	Yes	Yes	No
	Meekland Avenue Corridor	Yes	Yes	Yes	Yes	No
City of Alameda	Naval Air Station	Yes	No	Yes	In Progress	Yes
	Northern Waterfront	Yes	No	Yes	Yes	Yes
City of Albany	San Pablo Avenue & Solano Avenue	No	No	No	No	In Progress
	Adeline Street	Yes	No	No	No	Yes
	Downtown	Yes	No	Yes	Yes	Yes
City of Berkeley	San Pablo Avenue	Yes	No	Yes	In Progress	In Progress
	South Shattuck	Yes	No	No	No	Yes
	Telegraph Avenue	In Progress	No	Yes	Yes	Yes
	University Avenue	Yes	No	Yes	Yes	Yes
City of Dublin	Downtown Specific Plan Area	Yes	No	Yes	Yes	Yes
	Town Center	Yes	No	Yes	Yes	Yes
	Transit Center	Yes	No	In Progress	Yes	In Progress
City of Emeryville	Mixed-Use Core	Yes	Yes	Yes	In Progress	Yes
	Centerville	Yes	Yes	Yes	In Progress	Yes
City of Fremont	City Center	Yes	No	Yes	Yes	Yes
	Irvington District	Yes	Yes	Yes	In Progress	Yes
	South Fremont/Warm Springs	In Progress	No	No	In Progress	Yes
	Mission Corridor	In Progress	Yes	In Progress	In Progress	In Progress
City of Hayward	Downtown	Yes	No	No	No	Yes
	South Hayward BART (MUC)	Yes	No	No	Yes	Yes
	South Hayward BART (UN)	Yes	No	No	Yes	Yes
	The Cannery	Yes	No	No	No	Yes
	Downtown	Yes	Yes	Yes	Yes	Yes
City of Livermore	East Side	Yes	No	No	Yes	Yes
	Isabel Avenue/BART Station Planning Area	In Progress	No	No	No	In Progress
City of Newark	Dumbarton Transit Oriented Development	Yes	Yes	Yes	In Progress	Yes
	Old Town Mixed Use Area	No	No	No	Yes	In Progress
City of Oakland	Coliseum BART Station Area	Yes	Yes	Yes	Yes	Yes
	Downtown & Jack London Square	Yes	Yes	Yes	Yes	Yes
	Eastmont Town Center	Yes	Yes	Yes	Yes	Yes
	Fruitvale & Diamond Areas	Yes	Yes	Yes	Yes	Yes
	MacArthur Transit Village	Yes	Yes	Yes	Yes	Yes
	Transit Oriented Development Corridors	Yes	Yes	Yes	Yes	Yes
	West Oakland	Yes	Yes	Yes	Yes	Yes
City of Pleasanton	Hacienda	Yes	No	Yes	Yes	Yes
City of San Leandro	Bay Fair BART Transit Village	Yes	Yes	No	No	No
	Downtown Transit Oriented Development	Yes	Yes	Yes	In Progress	Yes
	East 14th Street	Yes	Yes	No	Yes	Yes
City of Union City	Intermodal Station District	Yes	Yes	Yes	Yes	Yes

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ALAMEDA COUNTY COMMUNITY DEVELOPMENT AGENCY

PLANNING DEPARTMENT

Chris Bazar
Agency Director

October 23, 2012

Albert Lopez
Planning Director

224
West Winton Ave
Room 111

Hayward
California
94544

phone
510.670.5400
fax
510.785.8793

www.acgov.org/cda

Alameda County Transportation Commission
1333 Broadway, Suite 300
Oakland, CA 94612

Dear Commissioners:

The Alameda County Community Development Agency (CDA) and Public Works Agency (PWA) would like to take this opportunity to express our concern about the screening criteria being considered to determine PDA "readiness" to be used in the allocation of Cycle 2 Federal Surface Transportation Program (STP) and Congestion Mitigation and Air Quality (CMAQ) funds for the next four fiscal years.

The proposed approach would focus funding in PDAs where a strong development market already exists rather than providing assistance to those jurisdictions that may need some additional help to become more attractive to developers. Under this approach, jurisdictions like ours with areas where a significant percentage of the population is low-income and transit-dependent, stand to lose transportation funding that we have relied on to improve our communities.

The recent recession was particularly hard on the unincorporated area, bringing both residential and commercial development to a stand-still. At the same time, there has been significant public investment in our PDAs, including streetscape improvements on Castro Valley Boulevard and the East 14th Street Corridor, the new Castro Valley Library, and the nearly completed Ashland Youth Center. We believe that, given time, these improvements will serve as catalysts for development in our PDAs, but the building momentum will be lost without continued funding to improve and maintain our transportation infrastructure. This momentum is likely to be difficult to recreate in years to come during future funding cycles.

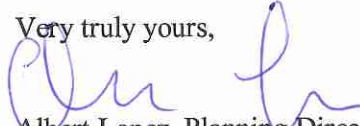
In our designated PDAs, our recently adopted Eden Area and Castro Valley General Plans call for pedestrian and bike-friendly high-density mixed-use development that will improve access to alternative modes of transportation and improve housing options for existing residents, and attract new residents and businesses to create vibrant communities.

While we recognize the desire of the Alameda CTC to keep the screening criteria as simple and measurable as possible, and that the easiest way to be successful is to focus on promoting development in communities that are already successfully attracting development, this approach will have a negative impact on the communities in our jurisdiction.

Alameda County acknowledges that the PDA Readiness Classification is but one component of the PDA Investment and Growth Strategy/Strategic Plan; however, the County believes that the Alameda CTC should also prioritize projects within PDAs that have been identified as a

“Community of Concern” as identified by MTC or are located in or in proximity to Air District Communities Air Risk Evaluation (CARE) communities. Alameda County’s four Planned PDAs (Castro Valley BART, Hesperian Blvd., East 14th Street/Mission Blvd., and the Meekland Ave. Corridor) have one or both of those designations. Adding those criteria not only would facilitate the equitable distribution of program funds, but is also consistent with MTC’s OBAG program guidelines.

Very truly yours,



Albert Lopez, Planning Director
Community Development Agency



Memorandum

DATE: November 6, 2012

TO: Planning Policy and Legislation Committee

FROM: Matt Todd, Manager of Programming
Vivek Bhat, Senior Transportation Engineer

SUBJECT: Review of Draft One Bay Area Grant (OBAG) Program Guidelines

Recommendation

This is an information item. No action is requested.

Summary

The OBAG program is funded with the Metropolitan Transportation Commission's (MTC) Cycle 2 Federal Surface Transportation Program (STP) and Congestion Mitigation and Air Quality (CMAQ) federal funding sources for the next four fiscal years (FY 2012-13 through FY 2015-16) addressed in MTC Resolution 4035. The OBAG program supports California's climate law, SB 375, which requires a Sustainable Communities Strategy to integrate land use and transportation to reduce greenhouse gas emissions. Per the OBAG requirements 70 percent of the funds must be used towards transportation projects within Priority Development Areas (PDAs).

The OBAG Programming Guideline elements were approved by the Commission at their October meeting. The guideline elements included programming categories, program eligibility, screening and selection criteria for the OBAG projects. The action also provided that additional fund sources allocated by the Alameda CTC be considered in coordination with the OBAG programming process, with a focus on the PDA Supportive Transportation Investment and Safe Routes to School (SR2S) Categories.

The coordinated programming is intended to reduce the number of applications required from project sponsors and to consider multiple county level programming efforts for various funding sources under a unified programming and evaluation schedule. The coordinated programming effort is also intended to provide funding for projects in the context of all programming commitments of the Alameda CTC.

Discussion

The OBAG program is funded with the Metropolitan Transportation Commission's (MTC) Cycle 2 Federal Surface Transportation Program (STP) and Congestion Mitigation and Air Quality (CMAQ) federal funding sources for the next four fiscal years (FY 2012-13 through FY 2015-16) addressed in MTC Resolution 4035. The OBAG program supports California's climate law, SB 375, which requires a Sustainable Communities Strategy to integrate land use and transportation to reduce greenhouse gas emissions. Per the OBAG requirements 70 percent of the funds must be used towards transportation projects within Priority Development Areas (PDAs).

MTC has requested the Alameda CTC provide an OBAG program recommendation by June 30, 2013, that meets the OBAG program requirements in the allocation of funding to local transportation priorities. The Alameda CTC has been provided with an OBAG programming target of \$63 million in STP and CMAQ funds. In addition to the OBAG funds, the Alameda CTC has been provided \$4.3 Million Regional SR2S funds and approximately \$3.8 Million of Priority Development Activities funds for PDA Planning and Implementation Technical Assistance Program (P&I TAP).

At the October meeting the Commission adopted guideline elements that approved OBAG funding categories listed in Table 1. The Non-OBAG fund categories are listed in Table 2.

Table 1: OBAG Programming Categories

Program / Category	Total	% Share
PDA Supportive Transportation Investment	<i>38,702,000</i>	<i>61.4%</i>
Local Streets and Roads	<i>15,257,000</i>	<i>24.2%</i>
CMA Planning / Programming	<i>7,106,000</i>	<i>11.3%</i>
Countywide SR2S Program Augmentation	<i>2,000,000</i>	<i>3.2%</i>
<i>Total</i>	<i>63,065,000</i>	<i>100%</i>

Table 2: Other MTC Resolution 4035 Programming Categories

Program / Category	Total
Priority Development Activities funds for PDA Planning and Implementation Technical Assistance Program (P&I TAP)	<i>3,800,000</i>
Regional SR2S	<i>4,293,000</i>
<i>Total</i>	<i>8,093,000</i>

The Draft OBAG Guidelines (Attachment C) details the requirements of the programming categories listed in Table1. The guidelines also list the screening and scoring criteria for the OBAG programming categories approved by the Commission.

PDA Supportive Transportation Investments

Under the OBAG Program, Alameda CTC will program approximately \$38.7 million of federal funds for eligible PDA Supportive Transportation Investment projects. PDA supportive projects include bicycle, pedestrian, Station Improvements such as plazas, station access pocket parks, bicycle parking, Complete Streets improvements that encourage bicycle and pedestrian access, Transportation Demand Management projects and streetscape projects focusing on high-impact, multi-modal improvements.

Local Streets and Roads (LSR)

Under the OBAG Program, Alameda CTC will program approximately \$15.2 million of STP funds for eligible LSR projects. This programming will support the “fix it first” strategy as well as address the LSR maintenance shortfall in Alameda County. This category of projects is not eligible for CMAQ funding. The LSR funding will be sub-allocated to the cities and County based on a 50% Population and 50% Lane Miles formula (Attachment D). The target numbers generated as a result of this formula will be the maximum LSR funds that may be received by a jurisdiction. The minimum LSR funds a jurisdiction may receive is \$100,000.

CMA Planning/Programming

Under the OBAG program, Alameda CTC will program approximately \$7.1 million of STP funds for CMA Planning/ Programming related activities. The ongoing planning and programming functions provided by the Alameda CTC maintains compliance with existing MTC mandated requirements as well as new requirements included in the MTC OBAG policy.

Safe Routes to School (SR2S)

MTC Resolution 4035 identifies about \$4.3 million of Regional SR2S funding over and above the OBAG funds. The OBAG programming categories includes \$500,000 per year (\$2 million total) of funds for the Countywide SR2S program, to augment the Regional SR2S funding to sustain and provide strategic expansion opportunities. Staff is proposing Measure B Countywide Discretionary Funds (CDF)/ Vehicle Registration Fee (VRF) Bicycle and Pedestrian funds be used as local match for the \$6.3 million of federal funding for the SR2S Program. The Regional SR2S program is proposed to be operated under a similar model to the existing Countywide SR2S program with the Alameda CTC administering the program.

PDA Planning and Implementation Technical Assistance Program (P&I TAP)

MTC has recently identified \$20 Million of Priority Development Activity Funds that can be used for PDA planning. These funds can be used to provide assistance to local agencies to further PDA developments. Alameda County's share is anticipated to be \$3.8 Million. These funds are proposed from sources above and beyond the \$63 million of OBAG identified for transportation investments. Additional information on these funds is anticipated to be available in the near future.

The Commission's action related to the OBAG Programming guideline elements also provided that additional fund sources allocated by the Alameda CTC be considered in coordination with the OBAG programming process, with a focus on the PDA Supportive Transportation Investment and SR2S Categories.

The coordinated programming is intended to reduce the number of applications required from project sponsors and to consider multiple county level programming efforts for various funding sources under a unified programming and evaluation schedule. The coordinated programming effort is also intended to provide funding for projects in the context of all programming commitments of the Alameda CTC. The additional fund sources would add about \$10 Million of capacity to programming available.

The following funding sources are proposed to be coordinated with a unified call for projects:

1. One Bay Area Grant (OBAG)
2. Measure B Bicycle/Pedestrian Countywide Discretionary Fund
3. Vehicle Registration Fee (VRF) Pedestrian and Bicyclist Access and Safety Program
4. Vehicle Registration Fee (VRF) Transit for Congestion Relief Program
5. Measure B Countywide Express Bus Service Fund

Programming guidelines that will incorporate all the coordinated program individual fund sources will be presented to the Committees and Commission at the January 2013 meetings.

Next Steps

The Draft Programming Guidelines information will be presented to the Commission at the December 6th meeting for review. The Final Programming Guidelines that include a coordinated programming approach for all the fund sources, will be presented to the Committees and Commission at the January 2013 meetings for approval. A detailed implementation and outreach schedule is included as Attachment E.

Fiscal Impact

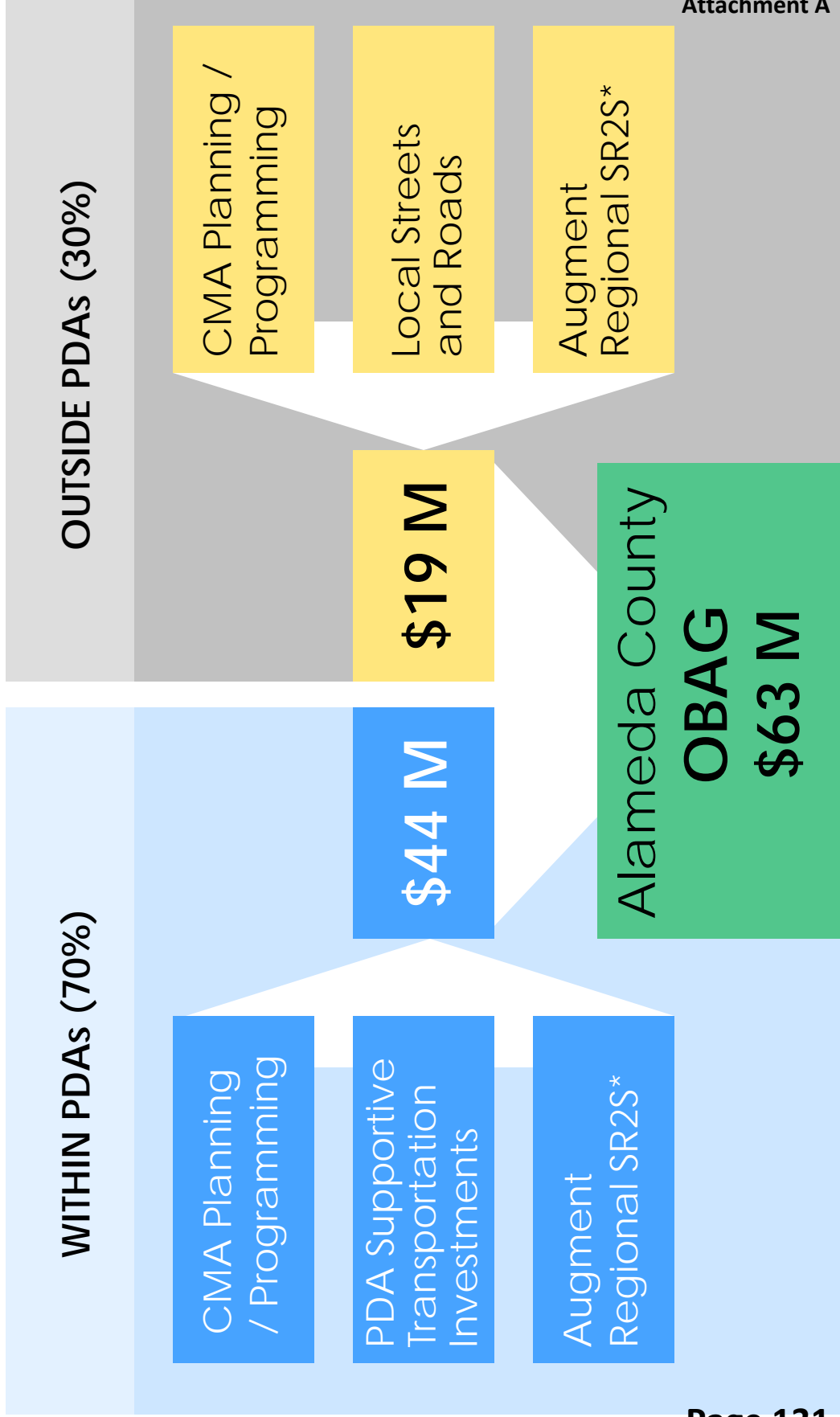
Approximately \$63 million will be available for Alameda County through the OBAG program as well as funding from regional programs that are part of the Cycle 2 programming approved under MTC Resolution 4035 including \$4.3 million of SR2S funding and \$3.8 million of Priority Development Activity funds.

Attachments

Attachment A:	OBAG Program Category Summary (Table)
Attachment B:	OBAG Programming Principles
Attachment C:	Draft OBAG Programming Guidelines
Attachment D:	Local Streets and Roads Targets (50% Population +50% Lane Miles Formula)
Attachment E:	OBAG Implementation Schedule
Attachment F:	MTC Resolution 4035

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OBAG Fund Category Summary



*Regional SR2S (Non-OBAG) Alameda County Share = \$4.3M
PDA Planning and Implementation Technical Assistance Program; Alameda County Share = \$3.8M

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DRAFT OBAG PROGRAMMING PRINCIPLES

GOAL: Programming funds to projects consistent with OBAG policy, and successfully delivering the program of projects that will expand access and improve mobility

- Local agency must be an eligible public agency qualified to receive federal funds per MTC's OBAG guidelines.
- The local agency should no later than January 31, 2013
 - Adopt a Complete Streets policy resolution, or
 - Adopt a General Plan Circulation Element that is compliant with the Complete Streets Act of 2008 and
 - Obtain Certification of housing element by the California Department of Housing and Community Development
- Project must be eligible for funding from one or more of the fund programs incorporated into OBAG:
 - PDA Supportive Transportation Investments
 - The transportation project must be in a PDA, or meet the minimum definition of "Proximate Access" to a PDA
 - Local Streets and Roads Preservation
 - Sub-allocated to cities and County based on 50% Population and 50% Lane Miles formula. The target numbers generated as a result of this formula will represent the maximum LSR funds that may be received by a jurisdiction.
 - The minimum LSR funds a jurisdiction may receive is \$100,000.
 - Sponsors may submit LSR projects that are located either inside and/or outside the PDAs.
 - Safe Routes to School
- Delivery Timeline
 - OBAG funding may be programmed in Federal Fiscal Years (FFY) 12-13, 13-14, 14-15 and 15-16.
 - MTC has advised that 50 percent of the OBAG funds should be programmed in FFY 12-13, 13-14 & 14-15 and 50 percent in FFY 15-16.
 - Half of OBAG funds must be obligated (federal authorization / E-76) by March 31, 2015
 - All remaining OBAG funds to be obligated by March 31, 2016
 - Funds must be obligated by FHWA or transferred to Federal Transit Administration (FTA) within the federal fiscal year that the funds are programmed in the TIP.
- Projects will be required to meet Regional Project Delivery Guidelines (MTC Reso. 3606). Agencies that do not meet funding deadlines risk the loss of federal funds to the project and the region

- For the Construction (CON) phase, the construction/equipment purchase contract must be advertised within 6 months of obligation and awarded within 9 months of obligation
 - Funds must be liquidated (fully expended, invoiced and reimbursed) within six years of obligation
 - Projects must proceed to construction within 10 years of federal authorization of the initial phase
- Minimum grant amount is \$500,000. Requests for less than this amount will be considered on a case by case basis.
 - Projects are required to be consistent with the adopted Regional Transportation Plan and the Alameda Countywide Transportation Plan.
 - Projects must have the required 11.47% minimum local match in committed funds.
 - Project sponsor is required to provide the expertise and staff resources necessary to deliver the federal aid project within the funding timeframe.
 - Projects are required to complete MTC's Routine Accommodation Checklist to comply with MTC's Complete Streets Policy.
 - Projects will be selected for the program based on project eligibility, merit, and deliverability within established deadlines. The OBAG program is project specific and the funds programmed to projects are for those projects alone. The recommended OBAG Program funding is fixed and; therefore, any cost increase will not be covered by additional OBAG funds. Project sponsors are responsible for securing the necessary match, and for cost increases or additional funding needed to complete the project, including contingencies.
 - Project sponsors are responsible for compliance with the requirements of the California Environmental Quality Act (Public Resources Code Section 21000 et seq.), the State Environmental Impact Report Guidelines (14 California Code of Regulations Section 15000 et seq.), and the National Environmental Protection Act (42 USC Section 4-1 et seq.) standards and procedures for all projects with federal funds.
 - Sponsors of approved projects must submit a completed TIP project application for each project proposed for funding through MTC's Funding Management System (FMS).
 - Sponsors of approved projects must submit a Resolution of Local Support approved by the project sponsor's governing board or council

OBAG Programming Guidelines

INTRODUCTION

Resolution 4035, approved by MTC on May 17, 2012, provides guidance for the programming and allocation of the Cycle 2 Federal Surface Transportation Program (STP) and Congestion Mitigation and Air Quality (CMAQ) funds for the next four fiscal years (FY 2012-13 through FY 2015-16). Resolution 4035 also includes specific policy objectives and implementation requirements of the OBAG Program that Bay Area congestion management agencies (Alameda CTC in Alameda County) must meet as a condition for the receipt of the federal funds. The OBAG program supports California's climate law, SB 375, which requires a Sustainable Communities Strategy to integrate land use and transportation to reduce greenhouse gas emissions.

Overall OBAG Program Goals

- Support the Sustainable Communities Strategy by linking transportation dollars to land use decisions.
- Target transportation investments to support PDAs.
- Select transportation projects for OBAG funding based on an approved PDA Investment and Growth Strategy to be developed and adopted by the Alameda CTC.

Alameda County's share of the OBAG funding is \$63 million of STP/CMAQ spread over four fiscal years (FY 2012-13 through FY 2015-16). In large counties, such as Alameda County, 70 percent of the OBAG funding must be programmed to transportation projects that support Priority Development Areas (PDAs) and 30 percent of the OBAG funds may be programmed for transportation projects anywhere else in the county.

Programming Categories

The OBAG funds will be programmed to the following categories: PDA Supportive Transportation Investments, Local Streets and Roads, CMA Planning/Programming Support and Safe Routes to School (SR2S). The limitations of the eligibility of STP and CMAQ and the status of the development of the 43 PDAs in Alameda County will play a primary role in the programming of the funds.

MTC Resolution 4035 OBAG Programming Categories

Program / Category	Total
PDA Supportive Transportation Investment	<i>38,702,000</i>
Local Streets and Roads	<i>15,257,000</i>
CMA Planning / Programming	<i>7,106,000</i>
Countywide SR2S Program Augmentation	<i>2,000,000</i>
<i>Total</i>	<i>63,065,000</i>

MTC Resolution 4035 Other Programming Categories

Program / Category	Total
Priority Development Activities funds for PDA Planning and Implementation Technical Assistance Program (P&I TAP)	<i>3,800,000</i>
Regional SR2S	<i>4,293,000</i>
<i>Total</i>	<i>8,093,000</i>

PDA Supportive Transportation Investment

Under the OBAG Program, Alameda CTC will program approximately \$38.7 million of federal funds for eligible PDA Supportive Transportation Investment projects. PDA supportive projects include bicycle, pedestrian, Station Improvements such as plazas, station access pocket parks, bicycle parking, Complete Streets improvements that encourage bicycle and pedestrian access, Transportation Demand Management projects and streetscape projects focusing on high-impact, multi-modal improvements.

This category may fund a wide range of bicycle and pedestrian improvements including Class I, II and III bicycle facilities, bicycle education, outreach, sharing and parking, sidewalks, ramps, pathways and pedestrian bridges, user safety and supporting facilities, and traffic signal actuation. According to CMAQ eligibility requirements, bicycle and pedestrian facilities must not be exclusively recreational and must reduce vehicle trips resulting in air pollution reductions. To meet the needs of users, hours of operation need to be reasonable and support bicycle / pedestrian needs particularly during commute periods. For example the policy that a trail be closed to users before sunrise or after sunset limits users from using the facility during the peak commute hours, particularly during times of the year with shorter days.

The purpose of PDA Supportive Transportation Investments is to support community based transportation projects that promote new vibrancy to downtown areas, commercial cores, high density neighborhoods, and transit corridors, enhancing their amenities and ambiance and making them places where people want to live, work and visit. This category supports the RTP/SCS by investing in improvements and facilities that promote alternative transportation modes rather than the single-occupant automobile. General project categories:

- Station Improvements such as plazas, station access pocket parks, bicycle parking
- Complete streets improvements that encourage bicycle and pedestrian access
- Transportation Demand Management projects including car sharing, vanpooling traveler coordination and information or Clipper®-related projects
- Connectivity projects connecting high density housing/jobs/mixed use to transit, such as bicycle/pedestrian paths and bridges and safe routes to transit.
- Streetscape projects focusing on high-impact, multi-modal improvements or associated with high density housing/mixed use and transit (bulb outs, sidewalk widening , cross walk enhancements, audible signal modification, mid-block crossing and signal, new striping for bicycle lanes and road diets, pedestrian street lighting, medians, pedestrian refugees, way finding signage, pedestrian scaled street furniture including bus shelters, tree grates, benches, bollards, magazine racks, garbage and recycling bins, permanent bicycle racks, signal modification for bicycle detection, street trees, planters, costs associated with on- site storm water management, permeable paving)

This category will include projects within the geographic boundaries of a PDA as well as projects considered in “proximate access” to a PDA.

Proximate Access

If the project is not physically located within the boundaries of a PDA, sponsor will need to describe and document the benefit of the proposed transportation improvement for travel to or from a PDA or between the PDA and a job center or other important community services.

Local Streets and Roads (LSR)

Under the OBAG Program, Alameda CTC will program approximately \$15.2 million of STP funds for eligible LSR projects. This programming will support the “fix it first” strategy as well as address the LSR maintenance shortfall in Alameda County. This category of projects is not eligible for CMAQ funding. The LSR funding will be sub-allocated to the cities and County based on a 50% Population and 50% Lane Miles formula. The target numbers generated as a result of this formula will be the maximum LSR funds that may be received by a jurisdiction. The minimum LSR funds a jurisdiction may receive is \$100,000.

To be eligible for funding for LSR preservation project(s), the jurisdiction must have an MTC certified Pavement Management Program (StreetSaver® or equivalent). Pavement projects will be based on the needs analysis resulting from the established Pavement Management Program (PMP) for the jurisdiction. PMP certification status can be found at www.mtcpms.org/ptap/cert.html. Other project specific eligibility requirements for LSR projects include:

Pavement Rehabilitation:

Pavement rehabilitation projects (pavement segments with a PCI below 70) should be consistent with segments recommended for treatment within the programming cycle by the jurisdiction’s PMP.

Federal-Aid Eligible Facilities: Federal-aid highways as defined in 23 U.S.C. 101(a)(5) are eligible for local streets and roads preservation funding. A federal-aid highway is a public road that is not classified as a rural minor collector or local road or lower. Project sponsors will be required to confirm the eligibility of their roadway through the Highway Performance Monitoring System (HPMS) as a part of the application for funding.

Non-Pavement:

Eligible non-pavement activities and projects include rehabilitation or replacement of existing features on the roadway facility, such as storm drains, National Pollutant Discharge Elimination System (NPDES), curbs, gutters, culverts, medians, guardrails, safety features, signals, signage, sidewalks, ramps and features that bring the facility to current standards. The jurisdiction must still have a certified PMP to be eligible for improvements to non-pavement features.

Activities that are not eligible for funding include: Air quality non-exempt projects (unless granted an exception by MTC staff), capacity expansion, new roadways, roadway extensions, right of way acquisition (for future expansion), operations, routine maintenance, spot application, enhancements that are above and beyond repair or replacement of existing assets (other than bringing roadway to current standards), and any pavement application not recommended by the Pavement Management Program unless otherwise allowed above.

Federal Aid Secondary (FAS) Program Set-Aside: While passage of the Intermodal Surface Transportation Efficiency Act (ISTEA) of 1991 dissolved the Federal Aid Secondary (FAS) program, California statutes provide the continuation of minimum funding to counties, guaranteeing their prior FAS shares. The first three years of Cycle 2 FAS were programmed under the Cycle 1 FAS program (covering a total 6-year period from 2008/09 to 2014/15). Cycle 2 of the OBAG federal funding includes four years of funding through FY 2015/16.

Funding provided to the County under OBAG will apply towards the FAS program requirement.

Preventive Maintenance: Only projects where pavement segments have a Pavement Condition Index (PCI) of 70 or above are eligible for preventive maintenance. In such cases local agency's Pavement Management Program (PMP) must demonstrate that the preventive maintenance strategy is a cost effective method of extending the service life of the pavement.

Caltrans maintains a database of the functional classifications for a majority of the roadways in California. For a general description of the functional classification system, please see http://www.dot.ca.gov/hq/tsip/hseb/func_clas.html. The California Road System (CRS) maps are accessible online at http://dot.ca.gov/hq/tsip/hseb/crs_maps/index.php.

LSR projects may be included in the PDA Supportive category based on the location of the project.

Local Streets and Roads Targets

Jurisdiction in Alameda County	LSR Target Share
County of Alameda	\$1,664,840
Alameda	\$635,374
Albany	\$ 148,711
Berkeley	\$1,005,702
Dublin	\$469,932
Emeryville	\$100,000
Fremont	\$2,104,615
Hayward	\$1,335,550
Livermore	\$1,052,780
Newark	\$454,076
Oakland	\$3,851,136
Piedmont	\$128,963
Pleasanton	\$831,849
San Leandro	\$804,507
Union City	\$668,965
COUNTY TOTAL	\$15,257,000

Other Programming

Safe Routes to School (SR2S)

MTC Resolution 4035 also provides funds for a Regional Safe Routes to Schools (SR2S) program. MTC has identified about \$4.3 million of Regional SR2S funding for Alameda County over and above the OBAG funds. The current Alameda Countywide SR2S program has an annual budget of about \$1.2 million. The Regional SR2S program provides about \$1.1 million per year. The Regional SR2S funding will be augmented with \$2 Million (\$500,000 per year) of OBAG funds, to augment the Regional SR2S funding to sustain and provide strategic expansion opportunities. The Regional SR2S program is proposed to be operated under a similar model to the existing Countywide SR2S program with the Alameda CTC administering the countywide program.

PDA Planning and Implementation Technical Assistance Program (P&I TAP)

MTC has identified \$20 Million of Regional Priority Development Activity Funds that can be used for PDA planning. Alameda County's share is about \$3.8 Million. These funds can be used to provide assistance to local agencies to further PDA developments and are proposed from sources above and beyond the \$63 million of OBAG identified for transportation investments. The programming of these funds will be addressed in a separate call for projects.

CMA Planning/Programming

Under the OBAG program, Alameda CTC will program approximately \$7.1 million of STP funds for CMA Planning/ Programming related activities. The ongoing planning and programming functions provided by the Alameda CTC maintains compliance with existing MTC mandated requirements as well as new requirements included in the MTC OBAG policy.

OBAG Eligibility, Screening and Selection Criteria

Projects will be first screened for eligibility and will then be prioritized based on project selection criteria for the OBAG program as a whole, as well as for individual OBAG programs (Local Streets and Roads Preservation and PDA Supportive Transportation Investments). The project selection criteria will include traditional criteria that have been used in past funding cycles as well as MTC mandated OBAG specific requirements that have not traditionally been applied to the evaluation of transportation projects.

OBAG Eligibility Criteria

A local agency must be an eligible public agency qualified to receive federal funds. In addition, there are two major requirements that must be met for local jurisdictions to be eligible to receive federal funds through the OBAG Program:

1. Adoption of Complete Streets Resolutions by January 31, 2013 (or compliant General Plan),
2. Certification of housing element by the California Department of Housing and Community Development by January 31, 2013.

The local jurisdiction will need to complete the Local Agency OBAG Checklist that certifies the requirements have been met.

OBAG Screening Criteria

Projects must meet all screening criteria in order to be considered further for OBAG funding. The screening criteria focus on meeting the eligibility requirements for OBAG funds and include the following factors:

- Project must be eligible for funding from one or more of the fund programs incorporated into OBAG:
 - PDA Supportive Transportation Investments
 - Local Streets and Roads Preservation
- The project must be in a PDA, or meet the minimum definition of “Proximate Access” to a PDA
 - Project must be in an “Active” PDA as identified in the Alameda County PDA Strategic Plan
 - If the project is not physically located within the boundaries of a PDA, sponsor needs to describe and document the benefit of the proposed transportation improvement for travel to or from a PDA or between the PDA and a job center or other important community services or areas or between PDAs
 - Applies to the 70% portion of the funds
 - Sponsors may submit LSR projects that are located either inside and/or outside the PDAs.
- Minimum grant request is \$500,000. Requests for less than this amount will be considered on a case by case basis.
- Project is consistent with the adopted Regional Transportation Plan and the Alameda Countywide Transportation Plan.
- Project must have the required 11.47% local match in committed or programmed funds.

OBAG Selection Criteria

The project selection criteria will include criteria used in past Alameda CTC funding cycles as well as new requirements that are mandated by the OBAG program. Projects that meet all of the OBAG screening criteria will be prioritized for OBAG funding based on the factors listed below.

Index	Draft OBAG Selection / Scoring Criteria		Proposed Weight
1	Transportation Project Readiness <ul style="list-style-type: none"> • Funding plan, budget and schedule • Implementation issues • Agency governing body approvals • Local community support • Coordination with partners • Identified stakeholders 		25
2	Transportation Project is well-defined and results in a usable segment <ul style="list-style-type: none"> • Defined scope • Useable segment. • Project study report / equivalent scoping document 		10
3	Transportation project need / benefit / effectiveness (includes Safety) <ul style="list-style-type: none"> • Defined project need • Defined benefit • Defined safety and/or security benefits 		15
4	PDA Supportive Investments (Includes Proximate Access) <ul style="list-style-type: none"> • Transportation Project supports connectivity to Jobs/ Transit centers / Activity Centers for a PDA • Transportation Project provides multi modal travel options 		10
5	Transportation Investment addressing / implementing planned vision of PDA <ul style="list-style-type: none"> • PDA transportation facility will be X% complete with project 		5
6	Sustainability (Ownership / Lifecycle / Maintenance) <ul style="list-style-type: none"> • Identify funding and responsible agency for maintaining the transportation project • Transportation Project identified in a long term development plan 		5
7	Matching Funds <ul style="list-style-type: none"> • Direct Project Matching above Minimum required Local Match 		5
8	Project consistent with regional TLC design guidelines or design that encourages multi-modal access and located in high impact project areas in regards to PDA development and the SCS. PDA Evaluation Transportation projects must support an Active PDA and will be further evaluated in the following 5 criteria		
	a	Housing Growth <ul style="list-style-type: none"> • Projected growth of Housing Units in PDA 	3
	b	Jobs Growth <ul style="list-style-type: none"> • Projected growth of Jobs in PDA 	3

	c	Improved transportation choices for all income levels (reduces VMT), proximity to quality transit access, with an emphasis on connectivity (including safety, lighting, etc.) <ul style="list-style-type: none"> Proximity of alternative transportation mode project to a major transit or high quality transit corridor stop 	3
	d	PDA parking management and pricing policies <ul style="list-style-type: none"> Parking Policies Other TDM strategies 	3
	e	PDA affordable housing preservation and creation strategies <ul style="list-style-type: none"> Inclusionary zoning ordinance or in-lieu fee Land banking Housing trust fund Fast-track permitting for affordable housing Reduced, deferred or waived fees for affordable housing Condo conversion ordinance regulating the conversion of apartments to condos SRO conversion ordinance Demolition of residential structures ordinance Rent control Just cause eviction ordinance Others 	3
9		Communities of Concern (C.O.C) <ul style="list-style-type: none"> Transportation project mitigates the transportation need of the C.O.C Relevant planning effort documentation 	5
10		Freight and Emissions <ul style="list-style-type: none"> Project in PDA that overlaps or is collocated with populations exposed to outdoor toxic air contaminants as identified in the Air District's Community Air Risk Evaluation (CARE) Program or is in the vicinity of a major freight corridor 	5
Total			100

Other OBAG Programming Policies

Federal Project Eligibility

STP eligible project categories include federal-aid highway and bridge improvements (construction, reconstruction, rehabilitation, resurfacing, restoration, and operational), mitigation related to an STP project, public transit capital improvements, pedestrian, and bicycle facilities, and transportation system management, transportation demand management, transportation control measures, surface transportation planning activities, and safety. More detailed eligibility requirements can be found in Section 133 of Title 23 of the United States Code.

CMAQ funding applies to new or expanded transportation projects, programs, and operations that help reduce emissions. Eligible project categories that meet this basic criteria include: Transportation activities in approved State Implementation Plan (SIP), Transportation Control Measures (TCMs), alternative fuels, traffic flow improvements, transit expansion projects, bicycle and pedestrian facilities and programs, travel demand management, outreach and rideshare activities, telecommuting programs, intermodal freight, planning and project development activities, Inspection and maintenance programs, magnetic levitation transportation technology deployment program, and experimental pilot projects. For more detailed guidance see the *CMAQ Program Guidance* (FHWA, November 2008).

Regional Transportation Plan (RTP) and Countywide Transportation Plan (CWTP) Consistency

Projects included in the OBAG Program must be consistent with the adopted RTP (T-2035) and the Alameda CWTP, according to federal planning regulations. Each project included in the OBAG Program must identify its relationship with meeting the goals and objectives of the RTP, and where applicable, the RTP ID number or reference.

Complete Streets (MTC Routine Accommodations of Pedestrians and Bicyclists) Policy)

Federal, state and regional policies and directives emphasize the accommodation of bicyclists, pedestrians, and persons with disabilities when designing transportation facilities. MTC's Complete Streets policy (Resolution No. 3765) created a checklist that is intended for use on projects to ensure that the accommodation of non-motorized travelers are considered at the earliest conception or design phase. Project applicants will be required to complete the checklist before projects are considered for OBAG funds. The completed checklists will be made available to the Bicycle and Pedestrian Advisory Committee (BPAC) for review prior to the OBAG project selection actions.

Project Delivery and Monitoring

OBAG funding may be programmed in FFYs 2012-13, 2013-14, 2014-15 and 2015-16. Funds must be obligated in the fiscal year programmed in the TIP, with all OBAG funds required to be obligated no later than March 31, 2016. Specifically, the funds must be obligated by FHWA or transferred to Federal Transit Administration (FTA) within the federal fiscal year that the funds are programmed in the TIP.

All OBAG funding is subject to MTC's Regional Project Funding Delivery Policy and any subsequent revisions (MTC Resolution No. 3606 at http://www.mtc.ca.gov/funding/delivery/MTC_Res_3606.pdf). Obligation deadlines, project

substitutions and redirection of project savings will continue to be governed by the MTC Regional Project Funding Delivery Policy. All funds are subject to obligation, award, invoicing, reimbursement and project close out requirements. The failure to meet these deadlines may result in the de-programming and redirection to other projects. To further facilitate project delivery and ensure all federal funds in the region are meeting federal and state regulations and deadlines, every recipient of OBAG funding will need to identify a staff position that serves as the single point of contact for the implementation of all FHWA-administered funds within that agency. The person in this position must have sufficient knowledge and expertise in the federal-aid delivery process to coordinate issues and questions that may arise from project inception to project close-out. The agency is required to identify the contact information for this position at the time of programming of funds in the federal TIP. This person will be expected to work closely with FHWA, Caltrans, MTC and the Alameda CTC on all issues related to federal funding for all FHWA-funded projects implemented by the recipient agency.

Project sponsors that continue to miss delivery milestones and funding deadlines for any federal funds are required to prepare and update a delivery status report on all projects with FHWA-administered funds they manage, and participate if requested in a consultation meeting with the Alameda CTC, MTC and Caltrans prior to MTC approving future State or Federal programming or including any funding revisions for the agency in the federal TIP. The purpose of the status report and consultation is to ensure the local public agency has the resources and technical capacity to deliver FHWA federal-aid projects, is fully aware of the required delivery deadlines, and has developed a delivery strategy that takes into consideration the requirements and lead-time of the federal-aid process.

By applying for and accepting OBAG funding, the project sponsor is acknowledging that it has and will maintain the expertise and staff resources necessary to deliver the federal aid project within the schedule milestones.

Local Match

Projects funded with STP or CMAQ funding requires a non-federal local match. Based on California's share of the nation's federal lands, the minimum local match for STP and CMAQ is currently 11.47% of the total project cost. The FHWA will reimburse up to 88.53% of the total project cost.

Fixed Program and Specific Project Selection

Projects are chosen for the program based on eligibility, project merit, and deliverability within established deadlines. The OBAG program is project specific and the funds programmed to projects are for those projects alone. The OBAG Program funding is fixed at the programmed amount; therefore, any cost increase may not be covered by additional OBAG funds. Project sponsors are responsible for securing the necessary match, and for cost increases or additional funding needed to complete the project including contingencies.

Transportation Improvement Program (TIP)

Projects approved as part of the OBAG Program must be amended into the federal TIP. The federally required TIP is a comprehensive listing of all San Francisco Bay Area surface transportation projects that receive federal funds, and/or are subject to a federally required action, such as federal environmental clearance, and/or are regionally significant for air quality

conformity or modeling purposes. It is the project sponsor's responsibility to ensure their project is properly programmed in the TIP in a timely manner.

Minimum Grant Size

The objective of a grant minimum requirement is to maximize the efficient use of federal funds and minimize the number of federal-aid projects which place administrative burdens on project sponsors, CMAs, MTC, Caltrans, and Federal Highway Administration (FHWA) staff. Funding grants per project must therefore be a minimum of \$500,000. Requests for less than this amount will be considered on a case by case basis.

The Alameda CTC may program grant amounts no less than \$100,000 for any project, provided that the overall average of all grant amounts within their OBAG program meets the county minimum grant amount threshold.

Air Quality Conformity

In the Bay Area, it is the responsibility of MTC to make an air quality conformity determination for the TIP in accordance with federal Clean Air Act requirements and Environmental Protection Agency (EPA) conformity regulations. MTC evaluates the impact of the TIP on regional air quality during the biennial update of the TIP. Since the 2011 air quality conformity finding has been completed for the 2011 TIP, no non-exempt projects that were not incorporated in the finding will be considered for funding in the OBAG Program until the development of the 2013 TIP during spring 2013. Additionally, the U.S. Environmental Protection Agency has designated the Bay Area as a non-attainment area for PM 2.5. Therefore, based on consultation with the MTC Air Quality Conformity Task Force, projects deemed "Projects of Air Quality Concern" must complete a hot-spot analysis required by the Transportation Conformity Rule. Generally Projects of Air Quality Concern (POAQC) are those projects that result in significant increases in the number of or emissions from diesel vehicles.

Environmental Clearance

Project sponsors are responsible for compliance with the requirements of the California Environmental Quality Act (Public Resources Code Section 21000 et seq.), the State Environmental Impact Report Guidelines (14 California Code of Regulations Section 15000 et seq.), and the National Environmental Protection Act (42 USC Section 4-1 et seq.) standards and procedures for all projects with federal funds.

Application, Resolution of Local Support

Sponsors of approved projects must submit a completed TIP project application for each project proposed for funding through MTC's Funding Management System (FMS). The project application consists of two parts: 1) TIP application submittal and/or TIP revision request, and 2) Resolution of Local Support approved by the project sponsor's governing board or council. A template for the resolution of local support can be downloaded from the MTC website using the following link: http://www.mtc.ca.gov/funding/STPCMAQ/STP_CMAQ_LocalSupportReso.doc

Programming Schedule

DEADLINES	ACTIONS
January 2013	Final Program Guidelines to Committees and Commission
February 2013	Release call for projects
April 2013	Application Summary to Committees and Commission
May 2013	Draft Program to Committees and Commission
June 2013	Final Program to Committees and Commission
June 2013	Submittal of the OBAG program to MTC
July 2013	MTC Approves OBAG Program of Projects
Fall 2013	Projects entered in MTC's Transportation Improvement Program (TIP)

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OBAG - Local Streets and Roads Targets
(50% Population + 50% Lane Miles Formula)

Jurisdiction in Alameda County	Population	% Population	Lane Mileage	% Lane Mileage	50 % Population + 50% Lane Miles	LSR Target Share
County of Alameda**	142,833	9.32%	995	12.51%	10.91%	\$ 1,664,840
Alameda	74,640	4.87%	275	3.46%	4.17%	\$ 635,374
Albany	18,488	1.21%	59	0.74%	0.97%	\$ 148,711
Berkeley	114,821	7.49%	453	5.69%	6.59%	\$ 1,005,702
Dublin	46,785	3.05%	247	3.11%	3.08%	\$ 469,932
Emeryville	10,200	0.67%	47	0.59%	0.63%	\$ 100,000
Fremont	217,700	14.21%	1,065	13.39%	13.80%	\$ 2,104,615
Hayward	147,113	9.60%	629	7.91%	8.76%	\$ 1,335,550
Livermore	82,400	5.38%	670	8.43%	6.90%	\$ 1,052,780
Newark	43,041	2.81%	250	3.14%	2.98%	\$ 454,076
Oakland	395,341	25.80%	1,964	24.69%	25.25%	\$ 3,851,136
Piedmont	10,807	0.71%	78	0.99%	0.85%	\$ 128,963
Pleasanton	71,269	4.65%	498	6.26%	5.45%	\$ 831,849
San Leandro	86,053	5.62%	392	4.93%	5.27%	\$ 804,507
Union City	70,646	4.61%	331	4.16%	4.39%	\$ 668,965
COUNTY TOTAL	1,532,137	100.00%	7,954	100.00%	100.00%	\$ 15,257,000

** County of Alameda information includes Planning Area 2 and 4

Population Source - Department of Finance 01/01/2012

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Attachment E: Alameda CTC One Bay Area Grant Program Outreach and Implementation Schedule

Date	Outreach Audience ¹	Subject	Public Meeting(s)	Website	Publication	Media	Event	Email Outreach
June 2012	<ul style="list-style-type: none">Alameda County Technical Advisory CommitteeAlameda CTC PPLC, PPC, and CommissionPartner agencies and stakeholders	Overall agency workplan for policy, planning and programming, including OBAG	✓	✓	✓			
July 2012	<ul style="list-style-type: none">Specific webpage for OBAG Grant ProgramED ReportAlameda CTC E-newsletter	Complete streets workshop Publication of OBAG implementation schedule Initial development of PDA inventory and survey		✓	✓			
August 2012	<ul style="list-style-type: none">Notifications to technical and public outreach stakeholders of OBAG schedule and upcoming actionsFact sheet development	Fact sheet, webpage update, email communications Develop draft PDA Inventory		✓	✓			✓
September 2012	<ul style="list-style-type: none">Alameda County Technical Advisory CommitteeAlameda CTC PPLC, PPC, and CommissionBPAC, CAC, CWC, PAPCOE-newsletter publicationED Report publicationPress release on OBAGOutreach events	Overall OBAG approach, policy discussion and feedback from Commission and Committees. Complete streets draft policy	✓	✓	✓	✓	✓	✓
October 2012	<ul style="list-style-type: none">Alameda County Technical Advisory CommitteeAlameda CTC PPLC, PPC, and CommissionBPAC, PAPCOED Report publicationOutreach events	Initial Draft OBAG Program Guidelines Draft PDA Strategic Plan Final Complete Streets Policy	✓	✓	✓		✓	✓
November /December 2012	<ul style="list-style-type: none">Alameda County Technical Advisory CommitteeAlameda CTC PPLC, PPC, and CommissionBPAC, PAPCOED Report publication	Draft OBAG Program guidelines and project and program selection criteria and process Draft Final PDA Strategic Plan	✓	✓	✓		✓	✓

¹ Acronyms Defined: ED: Executive Director Report; OBAG: One Bay Area Grant; PDA: Priority Development Area; PPLC: Policy, Planning and Legislation Committee; PPC: Projects and Programming Committee; BPAC: Bicycle and Pedestrian Advisory Committee; CAC: Community Advisory Committee; CWC: Citizens Watchdog Committee; PAPCO: Paratransit Advisory and Planning Committee;

[illegible]

ABSTRACT

Resolution No. 4035

This resolution adopts the Project Selection Policies and Programming for federal Surface Transportation Authorization Act following the Safe, Accountable, Flexible and Efficient Transportation Equity Act (SAFETEA), and any extensions of SAFETEA in the interim. The Project Selection Policies contain the project categories that are to be funded with various fund sources including federal surface transportation act funding available to MTC for its programming discretion to be included in the federal Transportation Improvement Program (TIP).

The resolution includes the following attachments:

- Attachment A – Project Selection Policies
- Attachment B-1 – Regional Program Project List
- Attachment B-2 – OneBayArea Grant (OBAG) Project List

Further discussion of the Project Selection Criteria and Programming Policies is contained in the memorandum to the Joint Planning Committee dated May 11, 2012.

Date: May 17, 2012
W.I.: 1512
Referred By: Planning

RE: Federal Cycle 2 Program covering FY 2012-13, FY 2013-14, FY 2014-15 and FY 2015-16:
Project Selection Policies and Programming

METROPOLITAN TRANSPORTATION COMMISSION
RESOLUTION NO. 4035

WHEREAS, the Metropolitan Transportation Commission (MTC) is the Regional Transportation Planning Agency (RTPA) for the San Francisco Bay Area pursuant to Government Code Section 66500 et seq.; and

WHEREAS, MTC is the designated Metropolitan Planning Organization (MPO) for the nine-county San Francisco Bay Area region and is required to prepare and endorse a Transportation Improvement Program (TIP) which includes federal funds; and

WHEREAS, MTC is the designated recipient for federal funding administered by the Federal Highway Administration (FHWA) assigned to the MPO/RTPA of the San Francisco Bay Area for the programming of projects (regional federal funds); and

WHEREAS, the federal funds assigned to the MPOs/RTPAs for their discretion are subject to availability and must be used within prescribed funding deadlines regardless of project readiness; and

WHEREAS, MTC, in cooperation with the Association of Bay Area Governments, (ABAG), the Bay Area Air Quality Management District (BAAQMD), the Bay Conservation and Development Commission (BCDC), California Department of Transportation (Caltrans), Congestion Management Agencies (CMAs), transit operators, counties, cities, and interested stakeholders, has developed criteria, policies and procedures to be used in the selection of projects to be funded with various funding including regional federal funds as set forth in Attachments A, B-1 and B-2 of this Resolution, incorporated herein as though set forth at length; and

WHEREAS, using the policies set forth in Attachment A of this Resolution, MTC, in cooperation with the Bay Area Partnership and interested stakeholders, has or will develop a program of projects to be funded with these funds for inclusion in the federal Transportation Improvement Program (TIP), as set forth in Attachments B-1 and B-2 of this Resolution, incorporated herein as though set forth at length; and

WHEREAS the federal TIP and subsequent TIP amendments and updates are subject to public review and comment; now therefore be it

RESOLVED that MTC approves the "Project Selection Policies and Programming" for projects to be funded with Cycle 2 Program funds as set forth in Attachments A, B-1 and B-2 of this Resolution; and be it further

RESOLVED that the federal funding shall be pooled and redistributed on a regional basis for implementation of Project Selection Criteria, Policies, Procedures and Programming, consistent with the Regional Transportation Plan (RTP); and be it further

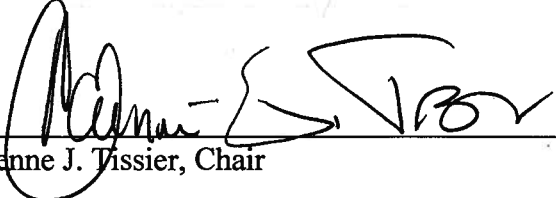
RESOLVED that the projects will be included in the federal TIP subject to final federal approval; and be it further

RESOLVED that the Executive Director or his designee can make technical adjustments and other non-substantial revisions, including updates to fund distributions to reflect final 2014-2022 FHWA figures; and be it further

RESOLVED that the Executive Director or designee is authorized to revise Attachments B-1 and B-2 as necessary to reflect the programming of projects as the projects are selected and included in the federal TIP; and be it further

RESOLVED that the Executive Director shall make available a copy of this resolution, and such other information as may be required, to the Governor, Caltrans, and to other such agencies as may be appropriate.

METROPOLITAN TRANSPORTATION COMMISSION



Adrienne J. Tissier, Chair

The above resolution was entered into by the Metropolitan Transportation Commission at the regular meeting of the Commission held in Oakland, California, on May 17, 2012

Date: May 17, 2012
W.I.: 1512
Referred by: Planning

Attachment A
Resolution No. 4035

Cycle 2 Program Project Selection Criteria and Programming Policy

**For
FY 2012-13, FY 2013-14,
FY 2014-15 and FY 2015-16**

Cycle 2 Program Policy and Programming

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BACKGROUND

Anticipating the end of the federal Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA) on September 30, 2009, MTC approved Cycle 1 commitments (Resolution 3925) along with an overall framework to guide upcoming programming decisions for Cycle 2 to address the new six-year surface transportation authorization act funding. However, the successor to SAFETEA has not yet been enacted, and SAFETEA has been extended through continuing resolutions. Without the new federal surface transportation act, MTC may program funds forward based on reasonable estimates of revenues. It is estimated that roughly \$795 million is available for programming over the upcoming four-year Cycle 2 period.

Cycle 2 covers the four years from FY 2012-13 to FY 2015-2016 pending the enactment of the new authorization and/or continuation of SAFETEA.

This attachment outlines how the region will use Cycle 2 funds for transportation needs in the MTC region. Funding decisions continue to implement the strategies and objectives of the Regional Transportation Plan (RTP), Transportation 2035, which is the Bay Area's comprehensive roadmap to guide transportation investments in surface transportation including mass transit, highway, local road, bicycle and pedestrian projects over the long term. The program investments recommended for funding in Cycle 2 are an outgrowth of the transportation needs identified by the RTP and also take into consideration the preferred transportation investment strategy of the Sustainable Communities Strategy (SCS).

Appendix A-1 provides an overview of the Cycle 2 Program commitments which contain a regional program component managed by MTC and a county program component to be managed by the counties.

CYCLE 2 REVENUE ESTIMATES AND FEDERAL PROGRAM ARCHITECTURE

MTC receives federal funding for local programming from the State for local programming in the MTC region. Among the various transportation programs established by SAFETEA, this includes regional Surface Transportation Program (STP) Congestion Mitigation and Air Quality Improvement (CMAQ) Program and to a lesser extent, Regional Transportation Improvement Program (RTIP) and Transportation Enhancement (TE) funds. The STP/CMAQ/RTIP/TE programming capacity in Cycle 2 amounts to \$795 million. The Commission programs the STP/CMAQ funds while the California Transportation Commission programs the RTIP and TE Funds. Furthermore, the Bay Area Air Quality Management District (BAAQMD) is contributing Transportation Fund for Clean Air (TFCA) funding to Cycle 2. Below are issues to be addressed as the region implements Cycle 2 programming, particularly in light that approval of Cycle 2 will precede approval of the new federal transportation act.

Revenues: A revenue growth rate of 3% over prior federal apportionments is assumed for the first year – FY 2012-13. Due to continued uncertainties with federal funding, the estimated revenues for the later years of the program, FY 2013-14 through FY 2015-16, have not been escalated, but held steady at the estimated FY 2012-13 apportionment amount. If there are significant reductions in federal apportionments over the Cycle 2 time period, as in the past, MTC will reconcile the revenue levels following enactment of the New Act by making adjustments later if needed, by postponement of projects or adjustments to subsequent programming cycles.

Fund Sources: Development of the new federal surface transportation authorization will need to be closely monitored. New federal programs, their eligibility rules, and how funding is distributed to the states and regions could potentially impact the implementation of the Cycle 2 Regional and One Bay Area Grant (OBAG) Programs. It is anticipated that any changes to the federal programs would likely overlap to a large extent with projects that are currently eligible for funding under Title 23 of the United States Code, though the actual fund sources will likely no longer be referred to as STP/CMAQ/TE in the manner we have grown accustomed. Therefore, reference to specific fund sources in the Cycle 2 programming is a proxy for replacement fund sources for which MTC has programming authority.

NEW FUNDING APPROACH FOR CYCLE 2—THE ONEBAYAREA GRANT

For Cycle 2, the OneBayArea Grant (OBAG) is a new funding approach that better integrates the region's federal transportation program with California's climate law (Senate Bill 375, Steinberg, 2008) and the Sustainable Communities Strategy. Funding distribution to the counties will encourage land-use and housing policies that support the production of housing with supportive transportation investments. This is accomplished through the following policies:

- Using transportation dollars to reward jurisdictions that accept housing allocations through the Regional Housing Need Allocation (RHNA) process and produce housing.
- Supporting the Sustainable Communities Strategy for the Bay Area by promoting transportation investments in Priority Development Areas (PDAs) and by initiating a pilot program in the North Bay counties that will support open space preservation in Priority Conservation Areas (PCA).
- Providing a higher proportion of funding to local agencies and additional investment flexibility by eliminating required program targets. A significant amount of funding that was used for regional programs in Cycle 1 is shifted to local programs (the OneBayArea Grant). The OBAG program allows investments in transportation categories such as Transportation for Livable Communities, bicycle and pedestrian improvements, local streets and roads preservation, and planning and outreach activities, while also providing targeted funding opportunities for Safe Routes to School (SR2S) and Priority Conservation Areas.

Project List

Attachment B of Resolution 4035 contains the list of projects to be programmed under the Cycle 2 Program. Attachments B-1 and B-2 are listings of projects receiving Cycle 2 funding, and reflects the programs and projects included in the regional and OBAG programs respectively. The listing is subject to project selection actions (conducted by MTC for most of the regional programs and by the CMAs for funds distributed to them). MTC staff will update Attachments B-1 and B-2 as projects are selected by the Commission and CMAs and are included in the federal TIP.

OneBayArea Grant Fund Distribution Formula

The formula used to distribute OneBayArea Grant funding to the counties takes into consideration the following factors: population, past housing production, future housing commitments as determined by the Association of Bay Area Governments (ABAG) Regional Housing Needs

Assessment (RHNA) and added weighting to acknowledge very low and low income housing. The formula breakdown is as follows with distributions derived from each jurisdiction's proportionate share of the regional total for each factor:

OBAG Fund Distribution Factors

Factor Weighting	Percentage
Population	50%
RHNA* (total housing units)	12.5%
RHNA (low/very low income housing units)	12.5%
Housing Production** (total housing units)	12.5%
Housing Production (low/very low income housing units)	12.5%

* RHNA 2014-2022

**Housing Production Report 1999-2006

The objective of this formula is to provide housing incentives to complement the region's Sustainable Community Strategy (SCS) which together with a Priority Development Area (PDA) focused investment strategy will lead to transportation investments that support focused development. The proposed One Bay Area Grant formula also uses actual housing production data from 1999-2006, which has been capped such that each jurisdiction receives credit for housing up to its RHNA allocation. Subsequent funding cycles will be based on housing production from ABAG's next housing report to be published in 2013. The formula also recognizes jurisdictions' RHNA and past housing production (uncapped) contributions to very low and low income housing units. The resulting OBAG fund distribution for each county is presented in Appendix A-4. Funding guarantees are also incorporated in the fund distribution to ensure that all counties receive as much funding under the new funding model as compared to what they would have received under the Cycle 1 framework.

The Commission, working with ABAG, will revisit the funding distribution formula for the next cycle (post FY2015-16) to further evaluate how to best incentivize housing production across all income levels and other Plan Bay Area performance objectives.

CYCLE 2 GENERAL PROGRAMMING POLICIES

The following programming policies apply to all projects funded in Cycle 2:

1. **Public Involvement.** MTC is committed to a public involvement process that is proactive and provides comprehensive information, timely public notice, full public access to key decisions, and opportunities for continuing involvement. MTC provides many methods to fulfill this commitment, as outlined in the *MTC Public Participation Plan*, Resolution No. 3821. The Commission's adoption of the Cycle 2 program, including policy and procedures meet the provisions of the *MTC Public Participation Plan*. MTC's advisory committees and the Bay

Area Partnership have been consulted in the development of funding commitments and policies for this program; and opportunities to comment have been provided to other stakeholders and members of the public.

Furthermore, investments made in the Cycle 2 program must be consistent with federal Title VI requirements. Title VI prohibits discrimination on the basis of race, color, income, and national origin in programs and activities receiving federal financial assistance. Public outreach to and involvement of individuals in low income and minority communities covered under Title VI of the Civil Rights Act and the Executive Order pertaining to Environmental Justice is critical to both local and regional decisions. Additionally, when CMAs select projects for funding at the county level, they must consider equitable solicitation and selection of project candidates in accordance with federal Title VI requirements (as set forth in Appendix A-5).

2. **Commission Approval of Programs and Projects and the Transportation Improvement Program (TIP).** Projects approved as part of the Cycle 2 Program must be amended into the federal TIP. The federally required TIP is a comprehensive listing of all San Francisco Bay Area surface transportation projects that receive federal funds, and/or are subject to a federally required action, such as federal environmental clearance, and/or are regionally significant for air quality conformity or modeling purposes. It is the project sponsor's responsibility to ensure their project is properly programmed in the TIP in a timely manner. Where CMAs are responsible for project selection the Commission will revise the TIP to include the resulting projects and Attachment B to this Resolution may be amended by MTC staff to reflect these revisions. Where responsibility for project selection in the framework of a Cycle 2 funding program is assigned to MTC, TIP amendments and a revision to Attachment B will be reviewed and approved by the Commission.

3. **Minimum Grant Size.** The objective of a grant minimum requirement is to maximize the efficient use of federal funds and minimize the number of federal-aid projects which place administrative burdens on project sponsors, CMAs, MTC, Caltrans, and Federal Highway Administration (FHWA) staff. Funding grants per project must therefore be a minimum of \$500,000 for counties with a population over 1 million (Alameda, Contra Costa, and Santa Clara counties) and \$250,000 for counties with a population under one million (Marin, Napa, San Francisco, San Mateo, Solano, and Sonoma counties).

To provide flexibility, alternatively an averaging approach may be used. A CMA may program grant amounts no less than \$100,000 for any project, provided that the overall average of all grant amounts within their OBAG program meets the county minimum grant amount threshold.

Given the typical smaller scale of projects for the Safe Routes to School (SRTS) program, a lower threshold applies to the regional Safe Routes to School Program projects which have a minimum grant size of \$100,000.

4. **Air Quality Conformity.** In the Bay Area, it is the responsibility of MTC to make an air quality conformity determination for the TIP in accordance with federal Clean Air Act requirements and Environmental Protection Agency (EPA) conformity regulations. MTC evaluates the impact of the TIP on regional air quality during the biennial update of the TIP. Since the 2011 air quality conformity finding has been completed for the 2011 TIP, no non-exempt projects that were not incorporated in the finding will be considered for funding in the Cycle 2 Program until

the development of the 2013 TIP during spring 2013. Additionally, the U.S. Environmental Protection Agency has designated the Bay Area as a non-attainment area for PM 2.5. Therefore, based on consultation with the MTC Air Quality Conformity Task Force, projects deemed “Projects of Air Quality Concern” must complete a hot-spot analysis required by the Transportation Conformity Rule. Generally Projects of Air Quality Concern (POAQC) are those projects that result in significant increases in the number of or emissions from diesel vehicles.

5. **Environmental Clearance.** Project sponsors are responsible for compliance with the requirements of the California Environmental Quality Act (Public Resources Code Section 21000 et seq.), the State Environmental Impact Report Guidelines (14 California Code of Regulations Section 15000 et seq.), and the National Environmental Protection Act (42 USC Section 4-1 et seq.) standards and procedures for all projects with federal funds.
 6. **Application, Resolution of Local Support.** Project sponsors must submit a completed project application for each project proposed for funding through MTC’s Funding Management System (FMS). The project application consists of two parts: 1) an application submittal and/or TIP revision request to MTC staff, and 2) Resolution of Local Support approved by the project sponsor’s governing board or council. A template for the resolution of local support can be downloaded from the MTC website using the following link:
http://www.mtc.ca.gov/funding/STPCMAQ/STP_CMAQ_LocalSupportReso.doc
 7. **Project Screening and Compliance with Regional and Federal Requirements.** MTC staff will perform a review of projects proposed for the Cycle 2 Program to ensure 1) eligibility; 2) consistency with the RTP; and 3) project readiness. In addition, project sponsors must adhere to directives such as “Complete Streets” (MTC Routine Accommodations for Bicyclists and Pedestrians); and the Regional Project Funding Delivery Policy as outlined below; and provide the required matching funds. Project sponsors should note that fund source programs, eligibility criteria, and regulations may change as a result of the passage of new surface transportation authorization legislation. In this situation, MTC staff will work to realign new fund sources with the funding commitments approved by the Commission.
 - **Federal Project Eligibility:** STP has a wide range of projects that are eligible for consideration in the TIP. Eligible projects include, federal-aid highway and bridge improvements (construction, reconstruction, rehabilitation, resurfacing, restoration, and operational), mitigation related to an STP project, public transit capital improvements, pedestrian, and bicycle facilities, and transportation system management, transportation demand management, transportation control measures, surface transportation planning activities, and safety. More detailed eligibility requirements can be found in Section 133 of Title 23 of the United States Code.
- CMAQ funding applies to new or expanded transportation projects, programs, and operations that help reduce emissions. Eligible project categories that meet this basic criteria include: Transportation activities in approved State Implementation Plan (SIP), Transportation Control Measures (TCMs), alternative fuels, traffic flow improvements, transit expansion projects, bicycle and pedestrian facilities and programs, travel demand management, outreach and rideshare activities, telecommuting programs, intermodal freight, planning and project development activities, Inspection and maintenance

programs, magnetic levitation transportation technology deployment program, and experimental pilot projects. For more detailed guidance see the *CMAQ Program Guidance* (FHWA, November 2008).

In the event that the next surface transportation authorization materially alters these programs, MTC staff will work with project sponsors to match projects with appropriate federal fund programs. MTC reserves the right to assign specific fund sources based on availability and eligibility requirements.

- **RTP Consistency:** Projects included in the Cycle 2 Program must be consistent with the adopted Regional Transportation Plan (RTP), according to federal planning regulations. Each project included in the Cycle 2 Program must identify its relationship with meeting the goals and objectives of the RTP, and where applicable, the RTP ID number or reference.
- **Complete Streets (MTC Routine Accommodations of Pedestrians and Bicyclists) Policy:** Federal, state and regional policies and directives emphasize the accommodation of bicyclists, pedestrians, and persons with disabilities when designing transportation facilities. MTC's Complete Streets policy (Resolution No. 3765) created a checklist that is intended for use on projects to ensure that the accommodation of non-motorized travelers are considered at the earliest conception or design phase. The county Congestion Management Agencies (CMAs) ensure that project sponsors complete the checklist before projects are considered by the county for funds and submitted to MTC. CMAs are required to make completed checklists available to their Bicycle and Pedestrian Advisory Committee (BPAC) for review prior to CMAs' project selection actions for Cycle 2.

Other state policies include, Caltrans Complete Streets Policy Deputy Directive 64 R1 which stipulates: pedestrians, bicyclists and persons with disabilities must be considered in all programming, planning, maintenance, construction, operations, and project development activities and products and SB 1358 California Complete Streets Act, which requires local agency general plan circulation elements to address all travel modes.

- **Project Delivery and Monitoring.** Cycle 2 funding is available in the following four federal fiscal years: FY 2012-13, 2013-14, 2014-15, and FY 2015-16. Funds may be programmed in any one of these years, conditioned upon the availability of federal apportionment and obligation authority (OA). This will be determined through the development of an annual obligation plan, which is developed in coordination with the Partnership and project sponsors. However, funds **MUST** be obligated in the fiscal year programmed in the TIP, with all Cycle 2 funds to be obligated no later than March 31, 2016. Specifically, the funds must be obligated by FHWA or transferred to Federal Transit Administration (FTA) within the federal fiscal year that the funds are programmed in the TIP.

All Cycle 2 funding is subject to the Regional Project Funding Delivery Policy and any subsequent revisions (MTC Resolution No. 3606 at http://www.mtc.ca.gov/funding/delivery/MTC_Res_3606.pdf) . Obligation deadlines, project substitutions and redirection of project savings will continue to be governed by

the MTC Regional Project Funding Delivery Policy. All funds are subject to obligation, award, invoicing, reimbursement and project close out requirements. The failure to meet these deadlines may result in the de-programming and redirection to other projects.

To further facilitate project delivery and ensure all federal funds in the region are meeting federal and state regulations and deadlines, every recipient of Cycle 2 funding will need to identify a staff position that serves as the single point of contact for the implementation of all FHWA-administered funds within that agency. The person in this position must have sufficient knowledge and expertise in the federal-aid delivery process to coordinate issues and questions that may arise from project inception to project close-out. The agency is required to identify the contact information for this position at the time of programming of funds in the federal TIP. This person will be expected to work closely with FHWA, Caltrans, MTC and the respective CMA on all issues related to federal funding for all FHWA-funded projects implemented by the recipient.

Project sponsors that continue to miss delivery milestones and funding deadlines for any federal funds are required to prepare and update a delivery status report on all projects with FHWA-administered funds they manage, and participate if requested in a consultation meeting with the county CMA, MTC and Caltrans prior to MTC approving future Cycle programming or including any funding revisions for the agency in the federal TIP. The purpose of the status report and consultation is to ensure the local public agency has the resources and technical capacity to deliver FHWA federal-aid projects, is fully aware of the required delivery deadlines, and has developed a delivery timeline that takes into consideration the requirements and lead-time of the federal-aid process within available resources.

By applying for and accepting Cycle 2 funding, the project sponsor is acknowledging that it has and will maintain the expertise and staff resources necessary to deliver the federal-aid project within the funding timeframe.

- Local Match. Projects funded with STP or CMAQ funding requires a non-federal local match. Based on California's share of the nation's federal lands, the local match for STP and CMAQ is currently 11.47% of the total project cost. The FHWA will reimburse up to 88.53% of the total project cost. Project sponsors are required to provide the required match, which is subject to change.
- Fixed Program and Specific Project Selection. Projects are chosen for the program based on eligibility, project merit, and deliverability within established deadlines. The Cycle 2 program is project specific and the funds programmed to projects are for those projects alone. The Cycle 2 Program funding is fixed at the programmed amount; therefore, any cost increase may not be covered by additional Cycle 2 funds. Project sponsors are responsible for securing the necessary match, and for cost increases or additional funding needed to complete the project including contingencies.

REGIONAL PROGRAMS

The programs below comprise the Regional Program of Cycle 2, administered by the Commission. Funding amounts for each program are included in Attachment A-1. Individual projects will be added to Attachment B as they are selected and included in the federal TIP.

1. Regional Planning Activities

This program provides funding to the Association of Bay Area Governments (ABAG), the San Francisco Bay Area Conservation and Development Commission (BCDC), and MTC to support regional planning activities. (Note that in the past this funding category included planning funding for the CMAs. Starting with Cycle 2, CMAs will access their OneBayArea Grant to fund their planning activities rather than from this regional program category). Appendix A-2 details the fund distribution.

2. Regional Operations

This program includes projects which are administered at the regional level by MTC, and includes funding to continue regional operations programs for Clipper®, 511 Traveler information (including 511 Rideshare, 511 Bicycle, 511 Traffic, 511 Real-Time Transit and 511 transit), Freeway Service Patrol / SAFE and Incident Management. Information on these programs is available at <http://www.mtc.ca.gov/services/>.

3. Freeway Performance Initiative

This program builds on the proven success of recent ramp metering projects that have achieved significant delay reduction on Bay Area freeways and arterials at a fraction of the cost of traditional highway widening projects. Several corridors are proposed for metering projects, targeting high congestion corridors. These projects also include Traffic Operations System elements to better manage the system as well as implementing the express lane network. This category also includes funding for performance monitoring activities, regional performance initiatives implementation, Regional Signal Timing Program, Program for Arterial System Synchronization (PASS), freeway and arterial performance initiative projects and express lanes.

4. Pavement Management Program

This continues the region's Pavement Management Program (PMP) and related activities including the Pavement Technical Assistance Program (PTAP). MTC provides grants to local jurisdictions to perform regular inspections of their local streets and roads networks and to update their pavement management systems which is a requirement to receive certain funding. MTC also assists local jurisdictions in conducting associated data collection and analysis efforts including local roads needs assessments and inventory surveys and asset management analysis that feed into regional planning efforts. MTC provides, training, research and development of pavement and non-pavement preservation management techniques, and participates in the state-wide local streets and roads needs assessment effort.

5. Priority Development Area (PDA) Activities

Funding in this regional program implements the following three regional programs:

Affordable TOD fund: This is a continuation of MTC's successful Transit Oriented Development (TOD) fund into Cycle 2 which successfully has leveraged a significant amount of outside funding. The TOD fund provides financing for the development of affordable housing and other vital

community services near transit lines throughout the Bay Area. Through the Fund, developers can access flexible, affordable capital to purchase or improve available property near transit lines for the development of affordable housing, retail space and other critical services, such as child care centers, fresh food outlets and health clinics.

PDA Planning Grants: MTC and ABAG's PDA Planning Grant Program will place an emphasis on affordable housing production and preservation in funding agreements with grantees. Grants will be made to jurisdictions to provide support in planning for PDAs in areas such as providing housing, jobs, intensified land use, promoting alternative modes of travel to the single occupancy vehicle, and parking management. These studies will place a special focus on selected PDAs with a greater potential for residential displacement and develop and implement community risk reduction plans. Also program funds will establish a new local planning assistance program to provide staff resources directly to jurisdictions to support local land-use planning for PDAs.

MTC will commence work with state and federal government to create private sector economic incentives to increase housing production.

PDA Planning Assistance: Grants will be made to local jurisdictions to provide planning support as needed to meet regional housing goals.

6. Climate Change Initiatives

The proposed funding for the Cycle 2 Climate Initiative Program is to support the implementation of strategies identified in Plan Bay Area to achieve the required CO₂ emissions reductions per SB375 and federal criteria pollutant reductions. Staff will work with the Bay Area Air Quality Management District to implement this program.

7. Safe Routes to Schools

Within the Safe Routes to School Program (SR2S program) funding is distributed among the nine Bay Area counties based on K-12 total enrollment for private and public schools as reported by the California Department of Education for FY 2010-11. Appendix A-3 details the county fund distribution. Before programming projects into the TIP the CMAs shall provide the SR2S recommended county program scope, budget, schedule, agency roles, and federal funding recipient. CMAs may choose to augment this program with their own Cycle 2 OBAG funding.

8. Transit Capital Rehabilitation

The program objective is to assist transit operators to fund major fleet replacements, fixed guideway rehabilitation and other high-scoring capital needs, consistent with the FTA Transit Capital Priorities program. This includes a set-aside of \$1 million to support the consolidation and transition of Vallejo and Benicia bus services to Soltrans

9. Transit Performance Initiative: This new pilot program implements transit supportive investments in major transit corridors that can be carried out within two years. The focus is on making cost-effective operational improvements on significant trunk lines which carry the largest number of passengers in the Bay Area including transit signal prioritization, passenger circulation improvements at major hubs, and boarding/stop improvements. Specific projects are included in Attachment B.

10. Priority Conservation Area: This \$10 million program is regionally competitive. The first \$5 million would be dedicated to the North Bay counties of Marin, Napa, Solano, and Sonoma.

Eligible projects would include planning, land/easement acquisition, open space access projects, and farm-to-market capital projects. Priority would be given to projects that can partner with state agencies, regional districts and private foundations to leverage outside funds, particularly for land acquisition and open space access. An additional \$5 million will be available outside of the North Bay counties for sponsors that can provide a 3:1 match. Program guidelines will be developed over the next several months. Prior to the call for projects, a meeting will be held with stakeholders to discuss the program framework and project eligibility. The program guidelines will be approved by the Commission following those discussions. Note that tribal consultation for Plan Bay Area highlighted the need for CMAs in Sonoma and Contra Costa counties to involve tribes in PCA planning and project delivery.

ONEBAYAREA GRANT PROGRAMMING POLICIES

The policies below apply to the OneBayArea Grant Program, administered by the county Congestion Management Agencies (CMAs) or substitute agency:

- ▶ Program Eligibility: The congestion management agency may program funds from its One Bay Area Grant fund distribution to projects that meet the eligibility requirements for any of the following transportation improvement types:
 - Local Streets and Roads Preservation
 - Bicycle and Pedestrian Improvements
 - Transportation for Livable Communities
 - Safe Routes To School/Transit
 - Priority Conservation Area
 - Planning and Outreach Activities

- ▶ Fund Source Distribution: OBAG is funded primarily from three federal fund sources: STP, CMAQ and TE. Although the new federal surface transportation authorization act now under consideration may alter the actual fund sources available for MTC's programming discretion it is anticipated that any new federal programs would overlap to a large extent with existing programs. The CMAs will be provided a breakdown of specific OBAG fund sources, with the understanding that actual fund sources may change as a result of the new federal surface transportation act. In this situation, MTC staff will work with the CMAs to realign new fund sources with the funding commitments approved by the Commission. Furthermore, due to strict funding availability and eligibility requirements, the CMAs must adhere to the fund source limitations provided. Exceptions may be granted by MTC staff based on actual fund sources available and final apportionment levels.

In determining the fund source distribution to the counties, each county was first guaranteed at least what they would otherwise received in Cycle 2 under the original Cycles 1 & 2 framework as compared to the original July 8, 2011 OBAG proposal. This resulted in the county of Marin receiving an additional \$1.1 million, county of Napa receiving \$1.3 million each, and the county of Solano receiving \$1.4 million, for a total of \$3.8 million (in CMAQ funds) off the top to hold these counties harmless. The Transportation Enhancement (TE) funds were then distributed based on the county TE shares available for OBAG as approved in the 2012 Regional Transportation Improvement Program (RTIP). STP funds were then assigned to the CMA planning and outreach activities. The remaining STP funds assigned to OBAG were then distributed to each county based on the OBAG distribution formula. The remaining funds were distributed as CMAQ per the OBAG distribution formula. The hold harmless clause resulted in a slight deviation in the OBAG formula distribution for the overall funding amounts for each county.

- ▶ Priority Development Area (PDA) Policies
 - PDA minimum: CMAs in larger counties (Alameda, Contra Costa, San Mateo, San Francisco, and Santa Clara) shall direct at least 70% of their OBAG

investments to the PDAs. For North Bay counties (Marin, Napa, Solano, and Sonoma) this minimum target is 50% to reflect the more rural nature of these counties. A project lying outside the limits of a PDA may count towards the minimum provided that it directly connects to or provides proximate access to a PDA. Depending on the county, CMA planning costs would partially count towards PDA targets (70% or 50%) in line with its PDA funding target. At MTC staff discretion, consideration may be given to counties that provided higher investments in PDAs in Cycle 1 as part of an overall Cycle 1 and 2 investment package. Priority Conservation Area (PCA) investments do not count towards PDA targets and must use “anywhere” funds. The PDA/’anywhere’ funding split is shown in Appendix A-4.

- PDA Boundary Delineation: Refer to <http://geocommons.com/maps/141979> which provides a GIS overlay of the PDAs in the Bay Area to exact map boundaries including transportation facilities. As ABAG considers and approves new PDA designations this map will be updated.
 - Defining “proximate access to PDAs”: The CMAs make the determination for projects to count toward the PDA minimum that are not otherwise geographically located within a PDA. For projects not geographically within a PDA, CMAs are required to map projects and designate which projects are considered to support a PDA along with policy justifications. This analysis would be subject to public review when the CMA board acts on OBAG programming decisions. This should allow decision makers, stakeholders, and the public to understand how an investment outside of a PDA is to be considered to support a PDA and to be credited towards the PDA investment minimum target. MTC staff will evaluate and report to the Commission on how well this approach achieves the OBAG objectives prior to the next programming cycle.
 - PDA Investment & Growth Strategy: By May 1, 2013, CMAs shall prepare and adopt a PDA Investment & Growth Strategy to guide transportation investments that are supportive of PDAs. An existing Investment and Growth Strategy adopted by the County will be considered as meeting this requirement if it satisfies the general terms in Appendix A-6. See Appendix A-6 for details.
- Performance and Accountability Policies: Jurisdictions need to comply with the following policies in order to be eligible recipients of OBAG funds.
- To be eligible for OBAG funds, a jurisdiction will need to address complete streets policies at the local level through the adoption of a complete streets policy resolution no later than January 31, 2013. A jurisdiction can also meet this requirement through a general plan that complies with the Complete Streets Act of 2008. Staff will provide minimum requirements based on best practices for the resolution. As discussed below, jurisdictions will be expected to have a general plan that complies within the Complete Streets Act of 2008 to be eligible for the next round of funding.

- A jurisdiction is required to have its general plan housing element adopted and certified by the California Department of Housing and Community Development (HCD) for 2007-14 RHNA prior to January 31, 2013. If a jurisdiction submits its housing element to the state on a timely basis for review, but the State's comment letter identifies deficiencies that the local jurisdictions must address in order to receive HCD certification, then the local jurisdiction may submit a request to the Joint MTC Planning / ABAG Administrative Committee for a time extension to address the deficiencies and resubmit its revised draft housing element to HCD for re-consideration and certification.
- For the OBAG cycle subsequent to FY 2015-16, jurisdictions must adopt housing elements by October 31, 2014 (based on an April 2013 SCS adoption date); therefore, jurisdictions will be required to have General Plans with approved housing elements and that comply with the Complete Streets Act of 2008 by that time to be eligible for funding. This schedule allows jurisdictions to meet the housing and complete streets policies through one general plan amendment.
- OBAG funds may not be programmed to any jurisdiction out of compliance with OBAG policies and other requirements specified in this attachment. The CMA will be responsible for tracking progress towards these requirements and affirming to MTC that a jurisdiction is in compliance prior to MTC programming OBAG funds to its projects in the TIP.
- For a transit agency project sponsor under a JPA or district (not under the governance of a local jurisdiction), the jurisdiction where the project (such as station/stop improvements) is located will need to comply with these policies before funds may be programmed to the transit agency project sponsor. However, this is not required if the project is transit/rail agency property such as, track, rolling stock or transit maintenance facility.
- CMAs will provide documentation for the following prior to programming projects in the TIP:
 - The approach used to select OBAG projects including outreach and a board adopted list of projects
 - Compliance with MTC's complete streets policy
 - A map delineating projects selected outside of PDAs indicating those that are considered to provide proximate access to a PDA including their justifications as outlined on the previous page. CMA staff is expected to use this exhibit when it presents its program of projects to explain the how "proximate access" is defined to their board and the public.
- MTC staff will report on the outcome of the CMA project selection process in late 2013. This information will include, but not be limited to, the following:
 - Mix of project types selected;
 - Projects funded within PDAs and outside of PDAs and how proximity and direct connections were used and justified through the county process;
 - Complete streets elements that were funded;
 - Adherence to the performance and accountability requirements;

- Amount of funding to various jurisdictions and how this related to the distribution formula that includes population, RHNA housing allocations and housing production, as well as low-income housing factors.
 - Public participation process.
 - The CMAs will also be required to present their PDA Growth Strategy to the Joint MTC Planning / ABAG Administrative Committee.
- **Project Selection:** County congestion management agencies or substitute agencies are given the responsibility to develop a project selection process along with evaluation criteria, issue a call for projects, conduct outreach, and select projects
- **Public Involvement:** The decision making authority to select projects for federal funding accompanies responsibilities to ensure that the process complies with federal statutes and regulations. In order to ensure that the CMA process for administering OBAG is in compliance, CMAs are required to lead a public outreach process as directed by Appendix A-5.
 - **Unified Call for Projects:** CMAs are requested to issue one unified call for projects for their One Bay Area grant, with a final project list due to MTC by June 30, 2013. CMA staff need to ensure that all projects are submitted using the Fund Management System (FMS) no later than July 30, 2013. The goal of this process is to reduce staff time, coordinate all programs to respond to larger multi-modal projects, and provide project sponsors the maximum time to deliver projects.
 - **Project Programming Targets and Delivery Deadlines:** CMAs must program their block grant funds over the four-year period of Cycle 2 (FY 2012-13 through FY 2015-16). The expectation is that the CMA planning activities \ project would use capacity of the first year to provide more time for delivery as contrasted to other programs which tend to have more complex environmental and design challenges, but this is not a requirement. The funding is subject to the provisions of the Regional Project Delivery Policy (MTC Resolution 3606 or its successor) including the Request for Authorization (RFA) submittal deadline and federal authorization/obligation deadline. Furthermore the following funding deadlines apply for each county, with earlier delivery strongly encouraged:
 - Half of the OBAG funds, including all funds programmed for the PE phase, must be obligated (federal authorization/E-76) by March 31, 2015.
 - All remaining OBAG funds must be obligated by March 31, 2016.

CYCLE 2 COUNTY ONE BAY AREA GRANT PROJECT GUIDANCE

The categories below comprise the Cycle 2 County One Bay Area Grant Program, administered by the county congestion management agencies. Project selection should ensure that all of the eligibility requirements below are met. MTC staff will work with CMAs and project sponsors to resolve any eligibility issues which may arise, including air quality conformity exceptions and requirements.

1. CMA Planning and Outreach

This category provides funding to the nine county Congestion Management Agencies (CMAs) to support regional planning, programming and outreach activities. Such efforts include: county-based planning efforts for development of the RTP/SCS; development of PDA growth strategies; development and implementation of a complete streets compliance protocol; establishing land use and travel forecasting process and procedures consistent with ABAG/MTC; ensuring the efficient and effective delivery of federal-aid local projects; and undertaking the programming of assigned funding and solicitation of projects. The base funding level reflects continuing the Transportation 2035 commitment level by escalating at 3% per year from the base amount in FY 2011-12. In addition, the CMAs may request additional funding from their share of OBAG to enhance or augment additional activities at their discretion. All funding and activities will be administered through an interagency agreement between MTC and the respective CMA. Actual amounts for each CMA as augmented, are shown in Appendix A-2

2. Local Streets and Roads Preservation

This category is for the preservation of local streets and roads on the federally-eligible system. To be eligible for funding of any Local Streets and Roads (LSR) preservation project, the jurisdiction must have a certified Pavement Management Program (StreetSaver® or equivalent). The needs analysis ensures that streets recommended for treatment are cost effective. Pavement projects should be based on the needs analysis resulting from the established Pavement Management Program (PMP) for the jurisdiction. MTC is responsible for verifying the certification status. The certification status can be found at www.mtcpms.org/ptap/cert.html. Specific eligibility requirements are included below:

Pavement Rehabilitation:

Pavement rehabilitation projects including pavement segments with a PCI below 70 should be consistent with segments recommended for treatment within the programming cycle by the jurisdiction's PMP.

Preventive Maintenance: Only projects where pavement segments have a Pavement Condition Index (PCI) of 70 or above are eligible for preventive maintenance. Furthermore, the local agency's Pavement Management Program (PMP) must demonstrate that the preventive maintenance strategy is a cost effective method of extending the service life of the pavement.

Non-Pavement:

Eligible non-pavement activities and projects include rehabilitation or replacement of existing features on the roadway facility, such as storm drains, National Pollutant Discharge Elimination System (NPDES), curbs, gutters, culverts, medians, guardrails, safety features, signals, signage, sidewalks, ramps and features that bring the facility to current standards. The jurisdiction must still have a certified PMP to be eligible for improvements to non-pavement features.

Activities that are not eligible for funding include: Air quality non-exempt projects (unless granted an exception by MTC staff), capacity expansion, new roadways, roadway extensions, right of way acquisition (for future expansion), operations, routine maintenance, spot application, enhancements that are above and beyond repair or replacement of existing assets (other than bringing roadway to

current standards), and any pavement application not recommended by the Pavement Management Program unless otherwise allowed above.

Federal-Aid Eligible Facilities: Federal-aid highways as defined in 23 U.S.C. 101(a)(5) are eligible for local streets and roads preservation funding. A federal-aid highway is a public road that is not classified as a rural minor collector or local road or lower. Project sponsors must confirm the eligibility of their roadway through the Highway Performance Monitoring System (HPMS) prior to the application for funding.

Federal Aid Secondary (FAS) Program Set-Aside: While passage of the Intermodal Surface Transportation Efficiency Act (ISTEA) of 1991 dissolved the Federal Aid Secondary (FAS) program, California statutes provide the continuation of minimum funding to counties, guaranteeing their prior FAS shares. The first three years of Cycle 2 were covered up-front under the Cycle 1 FAS program (covering a total 6-year period). The fourth year of Cycle 2 will be covered under the OBAG. Funding provided to the counties by the CMAs under OBAG will count toward the continuation of the FAS program requirement.

3. Bicycle and Pedestrian Improvements

The Bicycle and Pedestrian program may fund a wide range of bicycle and pedestrian improvements including Class I, II and III bicycle facilities, bicycle education, outreach, sharing and parking, sidewalks, ramps, pathways and pedestrian bridges, user safety and supporting facilities, and traffic signal actuation.

According to CMAQ eligibility requirements, bicycle and pedestrian facilities must not be exclusively recreational and reduce vehicle trips resulting in air pollution reductions. Also to meet the needs of users, hours of operation need to be reasonable and support bicycle / pedestrian needs particularly during commute periods. For example the policy that a trail be closed to users before sunrise or after sunset limits users from using the facility during the peak commute hours, particularly during times of the year with shorter days. These user restrictions indicate that the facility is recreational rather than commute oriented. Also, as contrasted with roadway projects, bicycle and pedestrian projects may be located on or off the federal-aid highway system.

4. Transportation for Livable Communities

The purpose of Transportation for Livable Communities (TLC) projects is to support community-based transportation projects that bring new vibrancy to downtown areas, commercial cores, high-density neighborhoods, and transit corridors, enhancing their amenities and ambiance and making them places where people want to live, work and visit. The TLC program supports the RTP/SCS by investing in improvements and facilities that promote alternative transportation modes rather than the single-occupant automobile.

General project categories include the following:

- Station Improvements such as plazas, station access pocket parks, bicycle parking
- Complete streets improvements that encourage bicycle and pedestrian access
- Transportation Demand Management projects including carsharing, vanpooling traveler coordination and information or Clipper®-related projects

- Connectivity projects connecting high density housing/jobs/mixed use to transit, such as bicycle/pedestrian paths and bridges and safe routes to transit.
- Density Incentives projects and non-transportation infrastructure improvements that include density bonuses, sewer upgrade, land banking or site assembly (these projects require funding exchanges to address federal funding eligibility limitations)
- Streetscape projects focusing on high-impact, multi-modal improvements or associated with high density housing/mixed use and transit (bulb outs, sidewalk widening , cross walk enhancements, audible signal modification, mid block crossing and signal, new striping for bicycle lanes and road diets, pedestrian street lighting, medians, pedestrian refugees, way finding signage, pedestrian scaled street furniture including bus shelters, tree grates, benches, bollards, magazine racks, garbage and recycling bins, permanent bicycle racks, signal modification for bicycle detection, street trees, raised planters, planters, costs associated with on- site storm water management, permeable paving)
- Funding for TLC projects that incentivize local PDA Transit Oriented Development Housing

5. Safe Routes to School

The county Safe Routes to School Program continues to be a regional program. The funding is distributed directly to the CMAs by formula through the Cycle 2 regional program (see Appendix A-3). However, a CMA may use OBAG funding to augment this amount. Eligible projects include infrastructure and non-infrastructure projects that facilitate reduction in vehicular travel to and from schools. It is important to note that CMAQ is used to fund this program which is targeted towards air quality improvement rather than children's health or safety. Nevertheless CMAQ eligibility overlaps with Safe Routes to School Program projects that are eligible under the federal and state programs with few exceptions which are noted below. Refer to the following link for detailed examples of eligible projects which is followed by CMAQ funding eligibility parameters:

http://mtc.ca.gov/funding/STPCMAQ/7_SR2S_Eligibility_Matrix.pdf

Non-Infrastructure Projects

Public Education and Outreach Activities

- Public education and outreach can help communities reduce emissions and congestion by inducing drivers to change their transportation choices.
- Activities that promote new or existing transportation services, developing messages and advertising materials (including market research, focus groups, and creative), placing messages and materials, evaluating message and material dissemination and public awareness, technical assistance, programs that promote the Tax Code provision related to commute benefits, and any other activities that help forward less-polluting transportation options.
- Air quality public education messages: Long-term public education and outreach can be effective in raising awareness that can lead to changes in travel behavior and ongoing emissions reductions; therefore, these activities may be funded indefinitely.
- Non-construction outreach related to safe bicycle use
- Travel Demand Management Activities including traveler information services, shuttle services, carpools, vanpools, parking pricing, etc.

Infrastructure Projects

Bicycle/Pedestrian Use:

- Constructing bicycle and pedestrian facilities (paths, bike racks, support facilities, etc.) that are not exclusively recreational and reduce vehicle trips
- Programs for secure bicycle storage facilities and other facilities, including bicycle lanes, for the convenience and protection of bicyclists, in both public and private areas new construction and major reconstructions of paths, tracks, or areas solely for the use by pedestrian or other non-motorized means of transportation when economically feasible and in the public interest
- Traffic calming measures

Exclusions found to be ineligible uses of CMAQ funds:

- Walking audits and other planning activities (STP based on availability will be provided for these purposes upon CMA's request)
- Crossing guards and vehicle speed feedback devices, traffic control that is primarily oriented to vehicular traffic rather than bicyclists and pedestrians
- Material incentives that lack an educational message or exceeding a nominal cost.

6. *Priority Conservation Areas*

This is an outgrowth of the new regional program pilot for the development of Priority Conservation Area (PCA) plans and projects to assist counties to ameliorate outward development expansion and maintain their rural character. A CMA may use OBAG funding to augment grants received from the regionally competitive program or develop its own county PCA program. Generally, eligible projects will include planning, land / easement acquisition, open space access projects, and farm-to-market capital projects.

PROGRAM SCHEDULE

Cycle 2 spans apportionments over four fiscal years: FY 20012-13, FY 2013-14, FY 2014-15 and FY 2015-16. Programming in the first year will generally be for the on-going regional operations and regional planning activities which can be delivered immediately, allowing the region to meet the obligation deadlines for use of FY 2012-13 funds. This strategy, at the same time, provides several months during FY 2012-13 for program managers to select projects and for MTC to program projects into the TIP to be obligated during the remaining second, third and fourth years of the Cycle 2 period. If CMAs wish to program any OBAG funds in the first year, MTC will try to accommodate requests depending on available federal apportionments and obligation limitations, as long as the recipient has meet the OBAG requirements.

Appendix A-1

Cycle 2

Regional and County Programs

FY 2012-13 through FY 2015-16

May 2012

Proposed Cycle 2 Funding Commitments

Regional Program (millions \$ - rounded)		4-Year Total
Regional Categories		
1	Regional Planning Activities	\$7
2	Regional Operations	\$95
3	Freeway Performance Initiative	\$96
4	Pavement Management Program	\$7
5	Priority Development Activities	\$40
6	Climate Initiatives	\$20
7	Safe Routes To School	\$20
8	Transit Capital Rehabilitation	\$150
9	Transit Performance Initiative	\$30
10	Priority Conservation Area	\$10
Regional Program Total:*		\$475
		60%

One Bay Area Grant (OBAG) (millions \$ - rounded)		4-Year Total
Counties		
1	Alameda	\$63
2	Contra Costa	\$44
3	Marin	\$10
4	Napa	\$6
5	San Francisco	\$38
6	San Mateo	\$26
7	Santa Clara	\$87
8	Solano	\$18
9	Sonoma	\$23
OBAG Total:*		\$320
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Cycle 2 Total Total:*	\$795
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* Amounts may not total due to rounding

* OBAG amounts are draft estimates until final adoption of RHNA, expected July 2012.

Appendix A-2

Cycle 2 Planning & Outreach FY 2012-13 through FY 2015-16 May 2012

OBAG - County CMA Planning

		Cycle 2 OBAG County CMA Planning				STP
County	Agency	2012-13	2013-14	2014-15	2015-16	Total
Alameda	ACTC	\$916,000	\$944,000	\$973,000	\$1,003,000	\$3,836,000
Contra Costa	CCTA	\$725,000	\$747,000	\$770,000	\$794,000	\$3,036,000
Marin	TAM	\$638,000	\$658,000	\$678,000	\$699,000	\$2,673,000
Napa	NCTPA	\$638,000	\$658,000	\$678,000	\$699,000	\$2,673,000
San Francisco	SFCTA	\$667,000	\$688,000	\$709,000	\$731,000	\$2,795,000
San Mateo	SMCCAG	\$638,000	\$658,000	\$678,000	\$699,000	\$2,673,000
Santa Clara	VTA	\$1,014,000	\$1,045,000	\$1,077,000	\$1,110,000	\$4,246,000
Solano	STA	\$638,000	\$658,000	\$678,000	\$699,000	\$2,673,000
Sonoma	SCTA	\$638,000	\$658,000	\$678,000	\$699,000	\$2,673,000
County CMAs Total:		\$6,512,000	\$6,714,000	\$6,919,000	\$7,133,000	\$27,278,000

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Regional Agency Planning

		Cycle 2 Regional Agency Planning				STP Total
Regional Agency		2012-13	2013-14	2014-15	2015-16	
ABAG	ABAG	\$638,000	\$658,000	\$678,000	\$699,000	\$2,673,000
BCDC	BCDC	\$320,000	\$330,000	\$340,000	\$351,000	\$1,341,000
MTC	MTC	\$638,000	\$658,000	\$678,000	\$699,000	\$2,673,000
Regional Agencies Total:		\$1,596,000	\$1,646,000	\$1,696,000	\$1,749,000	\$6,687,000

\$33,965,000

Appendix A-3

Cycle 2

Safe Routes to School County Distribution

FY 2012-13 through FY 2015-16

May 2012

Safe Routes To School County Distribution

County	Public School Enrollment (K-12) *	Private School Enrollment (K-12) *	Total School Enrollment (K-12) *	Percentage	Total Funding
					\$20,000,000
Alameda	214,626	24,537	239,163	21%	\$4,293,000
Contra Costa	166,956	16,274	183,230	16%	\$3,289,000
Marin	29,615	5,645	35,260	3%	\$633,000
Napa	20,370	3,036	23,406	2%	\$420,000
San Francisco	56,454	23,723	80,177	7%	\$1,439,000
San Mateo	89,971	16,189	106,160	10%	\$1,905,000
Santa Clara	261,945	38,119	300,064	27%	\$5,386,000
Solano	67,117	2,855	69,972	6%	\$1,256,000
Sonoma	71,049	5,787	76,836	7%	\$1,379,000
Total:	978,103	136,165	1,114,268	100%	\$20,000,000

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* From California Department of Education for FY 2010-11

Appendix A-4

Cycle 2 OBAG County Fund Distribution FY 2012-13 through FY 2015-16 May 2012

OBAG Geographic Funding Distribution

County	OBAG Funds	PDA/Anywhere Split	PDA	Anywhere
Alameda	\$63,732,000	70/30	\$44,612,000	\$19,120,000
Contra Costa	\$44,787,000	70/30	\$31,351,000	\$13,436,000
Marin	\$10,047,000	50/50	\$5,024,000	\$5,023,000
Napa	\$6,653,000	50/50	\$3,327,000	\$3,326,000
San Francisco	\$38,837,000	70/30	\$27,186,000	\$11,651,000
San Mateo	\$26,246,000	70/30	\$18,372,000	\$7,874,000
Santa Clara	\$87,284,000	70/30	\$61,099,000	\$26,185,000
Solano	\$18,801,000	50/50	\$9,401,000	\$9,400,000
Sonoma	\$23,613,000	50/50	\$11,807,000	\$11,806,000
Total:	\$320,000,000		\$212,179,000	\$107,821,000

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OBAG amounts are draft estimates until final adoption of RHNA, expected July 2012.

Appendix A-5: One Bay Area Grant Call for Projects Guidance

The Metropolitan Transportation Commission (MTC) has delegated OBAG project selection to the nine Bay Area Congestion Management Agencies (CMAs) as they are best suited for this role because of their existing relationships with local jurisdictions, elected officials, transit agencies, community organizations and stakeholders, and members of the public within their respective counties. In order to meet federal requirements that accompany the decision-making process regarding federal transportation funding, MTC expects the CMAs to plan and execute an effective public outreach and local engagement process to solicit candidate projects to be submitted to MTC for consideration for inclusion in the Cycle 2 One Bay Area Grant Program. CMAs will also serve as the main point of contact for local sponsoring agencies and members of the public submitting projects for consideration for inclusion in the 2013 Transportation Improvement Program.

CMAs will conduct a transparent process for the Call for Projects while complying with federal regulations by carrying out the following activities:

1. Public Involvement and Outreach

- ***Conduct countywide outreach to stakeholders and the public to solicit project ideas.*** CMAs will be expected to implement their public outreach efforts in a manner consistent with MTC's Public Participation Plan (MTC Resolution No. 3821), which can be found at http://www.mtc.ca.gov/get_involved/participation_plan.htm. CMAs are expected at a minimum to:
 - Execute effective and meaningful local engagement efforts during the call for projects by working closely with local jurisdictions, elected officials, transit agencies, community-based organizations, and the public through the project solicitation process.
 - Explain the local Call for Projects process, informing stakeholders and the public about the opportunities for public comments on project ideas and when decisions are to be made on the list of projects to be submitted to MTC;
 - Hold public meetings and/or workshops at times which are conducive to public participation to solicit public input on project ideas to submit;
 - Post notices of public meetings and hearing(s) on their agency website; include information on how to request language translation for individuals with limited English proficiency. If agency protocol has not been established, please refer to MTC's Plan for Assisting Limited English Proficient Populations at http://www.mtc.ca.gov/get_involved/lep.htm
 - Hold public meetings in central locations that are accessible for people with disabilities and by public transit;
 - Offer language translations and accommodations for people with disabilities, if requested at least three days in advance of the meeting.
- ***Document the outreach effort undertaken for the local call for projects.*** CMAs are to provide MTC with:

- A description of how the public was involved in the process for nominating and/or commenting on projects selected for OBAG funding. Specify whether public input was gathered at forums held specifically for the OBAG project solicitation or as part of a separate planning or programming outreach effort;
- A description of how the public engagement process met the outreach requirements of MTC's Public Participation Plan, including how the CMA ensured full and fair participation by all potentially affected communities in the project submittal process.
- A summary of comments received from the public and a description of how public comments informed the recommended list of projects submitted by the CMA.

2. Agency Coordination

- ***Work closely with local jurisdictions, transit agencies, MTC, Caltrans, federally recognized tribal governments, and stakeholders to identify projects for consideration in the OBAG Program.*** CMAs will assist with agency coordination by:
 - Communicating this Call for Projects guidance to local jurisdictions, transit agencies, federally recognized tribal governments, and other stakeholders

3. Title VI Responsibilities

- ***Ensure the public involvement process provides underserved communities access to the project submittal process as in compliance with Title VI of the Civil Rights Act of 1964.***
 - Assist community-based organizations, communities of concern, and any other underserved community interested in having projects submitted for funding;
 - Remove barriers for persons with limited-English proficiency to have access to the project submittal process;
 - For Title IV outreach strategies, please refer to MTC's Public Participation Plan found at: http://www.onebayarea.org/get_involved.htm
 - Additional resources are available at
 - i. <http://www.fhwa.dot.gov/civilrights/programs/tvi.htm>
 - ii. http://www.dot.ca.gov/hq/LocalPrograms/DBE_CRLC.html#TitleVI
 - iii. http://www.mtc.ca.gov/get_involved/rights/index.htm

Appendix A-6: PDA Investment & Growth Strategy

~~MTC shall consult with the CMAs and amend the scope of activities identified below, as necessary, to minimize administrative workload and to avoid duplication of effort. This consultation may result in specific work elements shifting to MTC and/or ABAG. Such changes will be formalized through a future amendment to this appendix.~~

The purpose of a PDA Investment & Growth Strategy is to ensure that CMAs have a transportation project priority-setting process for OBAG funding that supports and encourages development in the region's PDAs, recognizing that the diversity of PDAs will require different strategies. Some of the planning activities noted below may be appropriate for CMAs to consider for jurisdictions or areas not currently designated as PDAs if those areas are still considering future housing and job growth. Regional agencies will provide support, as needed, for the PDA Investment & Growth Strategies. From time to time, MTC shall consult with the CMAs to evaluate progress on the PDA Investment and Growth Strategy. This consultation may result in specific work elements shifting among MTC, ABAG and the CMAs. Significant modifications to the scope of activities may be formalized through future revisions to this resolution. The following are activities CMAs need to undertake in order to develop a project priority-setting process:

(1) Engaging Regional/Local Agencies

- Develop or continue a process to regularly engage local planners and public works staff. Encourage community participation throughout the planning process and in determining project priorities
- Participate as a TAC member in local jurisdiction planning processes funded through the regional PDA Planning Program or as requested by jurisdictions. Partner with MTC and ABAG staff to ensure that regional policies are addressed in PDA plans.
- ~~• Help develop protocols with MTC, ABAG and Air District staff to assess toxic air contaminants and particulate matter, as well as related mitigation strategies, as part of regional PDA Planning Program.~~

(2) Planning Objectives – to Inform Project Priorities

- Keep apprised of ongoing transportation and land-use planning efforts throughout the county
- Encourage local agencies to quantify transportation infrastructure needs and costs as part of their planning processes
- Encourage and support local jurisdictions in meeting their housing objectives established through their adopted Housing Elements and RHNA.
 - *Short-term:* By May 1, 2013, ~~analyze receive and review information submitted to the CMA by~~ ABAG on the progress of local jurisdictions in implementing their housing element objectives and identify current local housing policies that encourage affordable housing production and/or community stabilization.
 - *Long-term:* Starting in May 2014 and ~~for in all~~ subsequent updates, PDA Investment & Growth Strategies will assess ~~performancee local jurisdiction efforts in producing approving~~ sufficient housing for all income levels through the RHNA process and, where appropriate, assist local jurisdictions in implementing local policy changes to facilitate achieving these goals¹. The locally crafted policies should be targeted to the specific circumstances of each PDA. For example, if the PDA currently does not provide for a mix of income-levels, any recommend policy changes should be aimed at promoting affordable housing. If the PDA currently is mostly low-income housing, any needed policy changes should be aimed at community stabilization. This analysis will be coordinated with related work

¹ Such as inclusionary housing requirements, city-sponsored land-banking for affordable housing production, “just cause eviction” policies, policies or investments that preserve existing deed-restricted or “naturally” affordable housing, condo conversion ordinances that support stability and preserve affordable housing, etc.

conducted through the Housing and Urban Development (HUD) grant awarded to the region in fall 2011.

(3) Establishing Local Funding Priorities - Develop funding guidelines for evaluating OBAG projects that support multi-modal transportation priorities based on connections to housing, jobs and commercial activity. Emphasis should be placed on the following factors when developing project evaluation criteria:

- **Projects located in high impact project areas.** Key factors defining high impact areas include:
 - a. Housing – PDAs taking on significant housing growth in the SCS (total number of units and percentage change), including RHNA allocations, as well as housing production
 - b. Jobs in proximity to housing and transit (both current levels and those included in the SCS),
 - c. Improved transportation choices for all income levels (reduces VMT), proximity to quality transit access, with an emphasis on connectivity (including safety, lighting, etc.)
 - d. Consistency with regional TLC design guidelines or design that encourages multi-modal access: http://www.mtc.ca.gov/planning/smart_growth/tlc/2009_TLC_Design_Guidelines.pdf
 - e. Project areas with parking management and pricing policies
- **Projects located in Communities of Concern (COC)** – favorably consider projects located in a COC as defined by MTC (-see: <http://geocommons.com/maps/110983>) or as defined by CMAs according to local priorities
- **PDAs with affordable housing preservation and creation strategies** – favorably consider projects in jurisdictions with affordable housing preservation and creation strategies or policies
- **PDAs that overlap or are colocated with: 1) populations exposed to outdoor toxic air contaminants as identified in the with-Air District's Community Air Risk Evaluation (CARE) Communities Program and/or are in proximity to 2) freight transport infrastructure** –Favorably consider projects in these areas where local jurisdictions employ best management practices to mitigate PM and toxic air contaminants exposure. projects located in PDAs with highest exposure to particulate matter and toxic air contaminants where jurisdictions employ best management practices to mitigate exposure.

Process/Timeline

CMAs develop PDA Investment & Growth Strategy	June 2012 – May 2013
PDA Investment & Growth Strategy Presentations by CMAs to Joint MTC Planning and ABAG Administrative Committee	Summer/Fall 2013
CMAs amend PDA Investment & Growth Strategy to incorporate follow-up to local housing production and policies	May 2014
CMAs submit annual progress reports related to PDA Growth Strategies, including status of jurisdiction progress on development/adoption of housing elements and complete streets ordinances.	May 2014, Ongoing

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Cycle 2
Regional Programs Project List
FY 2012-13 through FY 2015-16
May 2012

Regional Programs Project List

Project Category and Title	County	Implementing Agency	Total STP/CMAQ	Total Other RTIP/TE/TFCA	Total Cycle 2				
CYCLE 2 PROGRAMMING			\$435,187,000	\$40,000,000	\$475,187,000				
1. REGIONAL PLANNING ACTIVITIES (PL)									
ABAG Planning	Region-Wide	ABAG	\$2,673,000	\$0	\$2,673,000				
BCDC Planning	Region-Wide	BCDC	\$1,341,000	\$0	\$1,341,000				
MTC Planning	Region-Wide	MTC	\$2,673,000	\$0	\$2,673,000				
1. REGIONAL PLANNING ACTIVITIES (PL)			TOTAL:	\$6,687,000	\$0	\$6,687,000			
2. REGIONAL OPERATIONS (RO)									
Clipper® Fare Media Collection	Region-Wide	MTC	\$21,400,000	\$0	\$21,400,000				
511 - Traveler Information	Region-Wide	MTC	\$48,770,000	\$0	\$48,770,000				
SUBTOTAL			\$70,170,000	\$0	\$70,170,000				
FSP/Incident Management	Region-Wide	MTC/SAFE	\$25,130,000	\$0	\$25,130,000				
SUBTOTAL			\$25,130,000	\$0	\$25,130,000				
2. REGIONAL OPERATIONS (RO)			TOTAL:	\$95,300,000	\$0	\$95,300,000			
3. FREEWAY PERFORMANCE INITIATIVE (FPI)									
Regional Performance Initiatives Implementation	Region-Wide	MTC	\$5,750,000	\$0	\$5,750,000				
Regional Performance Initiatives Corridor Implementation	Region-Wide	MTC	\$8,000,000	\$0	\$8,000,000				
Program for Arterial System Synchronization (PASS)	Region-Wide	MTC	\$5,000,000	\$0	\$5,000,000				
SUBTOTAL			\$18,750,000	\$0	\$18,750,000				
Ramp Metering and TOS Elements									
FPI - Specific projects TBD by Commission	TBD	TBD	\$43,250,000	\$34,000,000	\$77,250,000				
SUBTOTAL			\$43,250,000	\$34,000,000	\$77,250,000				
3. FREEWAY PERFORMANCE INITIATIVE (FPI)			TOTAL:	\$62,000,000	\$34,000,000	\$96,000,000			
4. PAVEMENT MANAGEMENT PROGRAM (PMP)									
Pavement Technical Advisory Program (PTAP)	Region-Wide	MTC	\$6,000,000	\$0	\$6,000,000				
Pavement Management Program (PMP)	Region-Wide	MTC	\$1,200,000	\$0	\$1,200,000				
4. PAVEMENT MANAGEMENT PROGRAM (PMP)			TOTAL:	\$7,200,000	\$0	\$7,200,000			
5. PRIORTY DEVELOPMENT ACTIVITIES (PDA)									
PDA Planning									
Specific projects TBD by Commission	TBD	TBD	\$25,000,000	\$0	\$25,000,000				
SUBTOTAL			\$25,000,000	\$0	\$25,000,000				
Transit Oriented Affordable Development (TOD)									
Specific projects TBD by Commission	Region-Wide	MTC	\$15,000,000	\$0	\$15,000,000				
SUBTOTAL			\$15,000,000	\$0	\$15,000,000				
5. PRIORTY DEVELOPMENT ACTIVITIES (PDA)			TOTAL:	\$40,000,000	\$0	\$40,000,000			
6. CLIMATE CHANGE INITIATIVES (CCI)									
Climate Strategies	TBD	TBD	\$14,000,000	\$6,000,000	\$20,000,000				
6. CLIMATE CHANGE INITIATIVES (CCI)			TOTAL:	\$14,000,000	\$6,000,000	\$20,000,000			
7. SAFE ROUTES TO SCHOOL (SR2S)									
Specific projects TBD by CMAs									
SR2S - Alameda	Alameda	ACTC	\$4,293,000	\$0	\$4,293,000				
SR2S - Contra Costa	Contra Costa	CCTA	\$3,289,000	\$0	\$3,289,000				
SR2S - Marin	Marin	TAM	\$633,000	\$0	\$633,000				
SR2S - Napa	Napa	NCTPA	\$420,000	\$0	\$420,000				
SR2S - San Francisco	San Francisco	SFCTA	\$1,439,000	\$0	\$1,439,000				
SR2S - San Mateo	San Mateo	SMCCAG	\$1,905,000	\$0	\$1,905,000				
SR2S - Santa Clara	Santa Clara	SCVTA	\$5,386,000	\$0	\$5,386,000				
SR2S - Solano	Solano	STA	\$1,256,000	\$0	\$1,256,000				
SR2S - Sonoma	Sonoma	SCTA	\$1,379,000	\$0	\$1,379,000				
7. SAFE ROUTES TO SCHOOL (SR2S)			TOTAL:	\$20,000,000	\$0	\$20,000,000			
8. TRANSIT CAPITAL PROGRAM (TCP)									
Specific projects TBD by Transit Operators			\$149,000,000	\$0	\$149,000,000				
SolTrans - Preventive Maintenance	Solano	SolTrans	\$1,000,000	\$0	\$1,000,000				
8. TRANSIT CAPITAL PROGRAM (TCP)			TOTAL:	\$150,000,000	\$0	\$150,000,000			
9. TRANSIT PERFORMANCE INITIATIVE (TPI)									
AC Transit - Line 51 Corridor Speed Protection and Restoration	Alameda	AC Transit	\$10,515,624	\$0	\$10,515,624				
SFMTA - Mission Mobility Maximization	San Francisco	SFMTA	\$7,016,395	\$0	\$7,016,395				
SFMTA - N-Judah Mobility Maximization	San Francisco	SFMTA	\$3,750,574	\$0	\$3,750,574				
SFMTA - Bus Stop Consolidation and Roadway Modifications	San Francisco	SFMTA	\$4,133,031	\$0	\$4,133,031				
SCVTA - Light Rail Transit Signal Priority	Santa Clara	SCVTA	\$1,587,176	\$0	\$1,587,176				
SCVTA - Steven Creek - Limited 323 Transit Signal Priority	Santa Clara	SCVTA	\$712,888	\$0	\$712,888				
Unprogrammed Transit Performance Initiative Reserve	TBD	TBD	\$2,284,312	\$0	\$2,284,312				
9. TRANSIT PERFORMANCE INITIATIVE (TPI)			TOTAL:	\$30,000,000	\$0	\$30,000,000			
10. PRIORITY CONSERVATION AREA (PCA)									
Specific projects TBD by Commission	TBD	TBD	\$10,000,000	\$0	\$10,000,000				
10. PRIORITY CONSERVATION AREA (PCA)			TOTAL:	\$10,000,000	\$0	\$10,000,000			
Cycle 2 Total						TOTAL:	\$435,187,000	\$40,000,000	\$475,187,000

Attachment B-2

MTC Resolution No. 4035, Attachment B-2
 Adopted: 05/17/12-C
 Revised:

Cycle 2 OBAG Project List FY 2012-13 through FY 2015-16 May 2012

OBAG Program Project List

Project Category and Title	Implementing Agency	Total STP/CMAQ	Total Other RTIP-TE	Total Cycle 2
CYCLE 2 COUNTY OBAG PROGRAMMING		\$301,964,000	\$18,036,000	\$320,000,000
ALAMEDA COUNTY				
<i>Specific projects TBD by Alameda CMA</i>	TBD	\$56,170,000	\$3,726,000	\$59,896,000
CMA Planning Activities - Alameda	ACTC	\$3,836,000	\$0	\$3,836,000
ALAMEDA COUNTY	TOTAL:	\$60,006,000	\$3,726,000	\$63,732,000
CONTRA COSTA COUNTY				
<i>Specific projects TBD by Contra Costa CMA</i>	TBD	\$39,367,000	\$2,384,000	\$41,751,000
CMA Planning Activities - Contra Costa	CCTA	\$3,036,000	\$0	\$3,036,000
CONTRA COSTA COUNTY	TOTAL:	\$42,403,000	\$2,384,000	\$44,787,000
MARIN COUNTY				
<i>Specific projects TBD by Marin CMA</i>	TBD	\$6,667,000	\$707,000	\$7,374,000
CMA Planning Activities - Marin	TAM	\$2,673,000	\$0	\$2,673,000
MARIN COUNTY	TOTAL:	\$9,340,000	\$707,000	\$10,047,000
NAPA COUNTY				
<i>Specific projects TBD by Napa</i>	TBD	\$3,549,000	\$431,000	\$3,980,000
CMA Planning Activities - Napa	NCTPA	\$2,673,000	\$0	\$2,673,000
NAPA COUNTY	TOTAL:	\$6,222,000	\$431,000	\$6,653,000
SAN FRANCISCO COUNTY				
<i>Specific projects TBD by San Francisco CMA</i>	TBD	\$34,132,000	\$1,910,000	\$36,042,000
CMA Planning Activities - San Francisco	SFCTA	\$2,795,000	\$0	\$2,795,000
SAN FRANCISCO COUNTY	TOTAL:	\$36,927,000	\$1,910,000	\$38,837,000
SAN MATEO COUNTY				
<i>Specific projects TBD by San Mateo CMA</i>	TBD	\$21,582,000	\$1,991,000	\$23,573,000
CMA Planning Activities - San Mateo	SMCCAG	\$2,673,000	\$0	\$2,673,000
SAN MATEO COUNTY	TOTAL:	\$24,255,000	\$1,991,000	\$26,246,000
SANTA CLARA COUNTY				
<i>Specific projects TBD by Santa Clara CMA</i>	TBD	\$78,688,000	\$4,350,000	\$83,038,000
CMA Planning Activities - Santa Clara	SCVTA	\$4,246,000	\$0	\$4,246,000
SANTA CLARA COUNTY	TOTAL:	\$82,934,000	\$4,350,000	\$87,284,000
SOLANO COUNTY				
<i>Specific projects TBD by Solano CMA</i>	TBD	\$14,987,000	\$1,141,000	\$16,128,000
CMA Planning Activities - Solano	STA	\$2,673,000	\$0	\$2,673,000
SOLANO COUNTY	TOTAL:	\$17,660,000	\$1,141,000	\$18,801,000
SONOMA COUNTY				
<i>Specific projects TBD by Sonoma CMA</i>	TBD	\$19,544,000	\$1,396,000	\$20,940,000
CMA Planning Activities - Sonoma	SCTA	\$2,673,000	\$0	\$2,673,000
SONOMA COUNTY	TOTAL:	\$22,217,000	\$1,396,000	\$23,613,000
Cycle 2 Total	TOTAL:	\$301,964,000	\$18,036,000	\$320,000,000

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Alameda CTC Board Action Items
Fiscal Year 2012 - 2013

Commission Meeting Date	Item Title	Item #	Item Description / Staff Recommendation	Motion	2nd	Vote
26-Jul-12	Approval of Consent Calendar	6A	Minutes of June 26, 2012	Haggerty	Atkin	18-0
		6B	Summary of the Alameda CTC's Review and Comments on Environmental Documents and General Plan Amendments Prepared by Local Jurisdictions			
		6C	Approval of Issuance of a Request for Proposals (RFP) for Southbound I-680 Express Lane			
		6D	Approval of Amendment No. 3 to the 2012 Level of Service (LOS) Monitoring Study Contract			
		6E	Review of Plan Bay Area Notice of Preparation (NOP) for a Draft Environmental Impact Report (EIR)			
		6F	Approval of Resolutions of Local Support for Approved Lifeline Funding for Community-based Transportation Plan Updates			
		6G	Review of Vehicle Registration Fee (VRF) Transportation Technology Program			
		6H	Review of California Transportation Commission (CTC) June 2012 Meeting Summary			
		6I	Approval of I-Bond Project Funding Plan Revisions and Amendments to Professional Service Agreements - Recommendation 1 in Staff Report		Haggerty	18-0
		6J	Remaining Recommendations in Staff Report			
		6K	Safe Routes to School Program - Approval of Amendment No. 1 to the Alta Consulting Professional Services Agreement (Agreement #A11-0019)	Kaplan Haggerty	Chan Atkin	17-1 18-0
		6L	I-80 Gilman Interchange Project - Approval of Amendment No. 1 to Extend the PB Americas Inc. Professional Services Contract			
		6M	Expiration Date and Revise the Scope	Haggerty	Atkin	18-0
		6N	I-580 off-ramp at 106th Project - Approval of Amendment No. 1 to Extend the URS Corporation Professional Services Contract			
		6O	Expiration Date			
		6P	I-80 Integrated Corridor Mobility Project (ICM) Project - Approval to Execute a Contract for Project No. 2 to Provide Specialty Material and Equipment			
		6Q	I-580 San Leandro Soundwall Landscape Project - Approval to Execute a Contract for the Construction Contract			
		6R	Central County Same Day Transportation Services - Award of Contract to St. Mini Cab Corporation			
		6S	Approval of Amendment No. 1 to the Acumen Contract for Transportation Planning Services			
		6T	Approval of Issuance of a Request for Proposals (RFP) for Project Controls Services and Authorization to Negotiate and Execute a Contract			
		6U	Approval of Appointments for the Community Advisory Committees			
		6V				

Alameda CTC Board Action Items **Fiscal Year 2012 - 2013**

27-Sep-12	Approval of Programs and Projects Committee Action Items	Approval of Consent Calendar	9A	Approval of Altamont Commuter Express (ACE) FY 2012/13 Baseline Service Plan Amendment	Haggerty	Miley	18-0
			9B	Approval of Transportation Fund for Clean Air (TFCA) Final FY 2012/13 Program			
			6A	Minutes of July 27, 2012			
			6B	Congestion Management Program (CMP): Summary of the Alameda CTC's Review and Comments on Environmental Documents and General Plan Amendments	Atkin	Haggerty	18-0
			6C	Review of California Transportation Commission (CTC) August 2012 Meeting Summary	Atkin	Kaplan	17-0
			6D	Approval of City of Newark's Request to Extend Expiration Date for Measure B Bicycle and Pedestrian Countywide Discretionary Fund Grant Agreement No. A09-0022, Newark Pedestrian and Bicycle Master Plan			
			6E	Approval of the City of Oakland's Request to Extend the Agreement Expiration Date for Measure B Transit Center Development Grant Agreement No. A07-0019, 7th Street, West Oakland Transit Village Project			
			6F	Approval of Transportation Fund for Clean Air (TFCA) Program Expenditure Deadline Extension Request for City of Hayward TFCA Project 10ALA04, Traffic Signal Controller Upgrade and Signalization			
			6G	Approval of TFCA Program Expenditure Deadline Extension Request for Alameda CTC TFCA Projects 08ALA01 and 09ALA01, Webster Street Corridor Enhancements			
			6H	Altamont Commuter Express Rail Project (ACTIA No. 01) Approval of Allocation of 2000 Measure B Capital Program Funding			
			6I	Eastbound I-580 HOV Lane Project (RM2 Subproject 32.1d) - Approval of the Initial Project Report to Request MTC Allocation of Regional Measure 2 Funds for Construction of I-580 Eastbound Auxiliary Lane (Segment 3), Project No. 420.5			
			6J	Webster St. SMART Corridor Project - Approval to Award a Construction Contract			
			6K	Approval of Issuance of a Request for Proposals (RFP) for Design Services and Authorization to Negotiate and Execute a Contract for Landscape and Hardscape Enhancements at I-880/Marina Boulevard and Davis Street Interchanges in the City of San Leandro			
			6L	Approval of Alameda CTC Fiscal Year End 2011-12 Consolidated Year-End Investment Report			
			6M	Approval of the Semi-Annual Contract Equity Utilization Report and Contract Award Report for January 1, 2012 through June 30, 2012			
			6N	Approval of Issuance of a Request for Proposals for Financial Advisory Services and Authorization to Negotiate and Execute a Contract			

Alameda CTC Board Action Items **Fiscal Year 2012 - 2013**

25-Oct-12	Approval of Consent Calendar (Pending Approval)	60	Approval of Appointments for the Community Advisory Committees			
		6A	Minutes of September 27, 2012	Blalock	Worthington	22-0
		6B	Legislative Update			
		6C	Review of Congestion Management Plan (CMP): Draft 2012 Conformity Requirements			
		6D	Approval of Final Draft Countywide Bicycle and Pedestrian Plans			
		6E	Review of Safe Routes to Schools Program 2011-2012 Year-End Report and Update			
		6F	Approval of Final Draft Alameda CTC Complete Streets Elements	Miley	Kaplan	22-0
		6G	Approval of State Transportation Improvement Program (STIP) At Risk Report	Blalock	Worthington	22-0
		6H	Approval of Federal Surface Transportation/Congestion Mitigation and Air Quality (STP/CMAW) Program At Risk Report			
		6I	Approval of CMA Exchange Program Quarterly Status Monitoring Report			
		6J	Approval of Transportation Fund for Clean Air (TFCA) Program At Risk Report			
		6K	Review of FY 11-12 Alameda CTC Program Status Update on Pass-through Fund and Grant Programs			
		6L	Review of California Transportation Commission (CTC) September 2012 Meeting Summary			
		6M	East Bay Greenway - Authorization to Execute all Necessary Agreements for Construction Management of East Bay Greenway Segment			
		6N	Isabel Avenue/Route 84/I-580 Interchange Project (ACTC No. 623) - Approval of Reduction of 2000 Measure B Allocated Amount by \$1.5 million and of Amendments to Project Specific Funding Agreements A07-0058 and A08-0045 (Amendments No. 1 and 2, respectively) between the Alameda CTC and the City of Livermore to shift the Allocated Measure B Funding Between Phases and to Extend the Termination Dates			
		6O	Dumbarton Corridor Project (ACTC No. 625) - Approval of Time Extension for Project Specific Funding Agreement No. A05-0007 (Amendment No. 5) Between the Alameda CTC and San Mateo County Transportation Authority			
		6P	Eastbound I-580 High Occupancy Toll (HOT) Project (ACTC No. 720.4) - Approval of Time Extension for Professional Service Agreement No. A08-030 (Amendment No. 2) Between the Alameda CTC and Solem and Associates			
		6Q	Oakland Airport Connector Project (ACTC Project No. 603) - Approval of Time Extension for Project Specific Funding Agreement No. A06-0041 (Amendment No. 4) Between the Alameda CTC and the San Francisco Bay Area Rapid Transit District (BART)			

Alameda CTC Board Action Items
Fiscal Year 2012 - 2013

6R	I-880 Operational and Safety Improvements at 23rd and 29th Avenues Project (ACTC Project No. 717.0) - Approval of the Initial Project Report to Request MTC Allocation of Regional Measure 2 Funds for Construction Support				
6S	I-238 Widening Project (ACTC No. 621.0) - Approval of Reduction CMA TIP Programmed Amount for the I-Bond Project Development Closeout, Construction Phase Support and Project Closeout; and Adopt the I-238 Widening Project Closeout into the CMA TIP, and Authorize Related Amendments to Existing Agreements and Contracts				
6T	Alameda CTC Semi-Annual Capital Projects Status Update				
6U	Approval of Alameda County Technical Advisory Committee (ACTAC) Bylaws				
6V	Approval of Exchange Program Reimbursement Policy				
6W	Approval of Advisory Committee Appointments				
8A	East Bay Greenway - Adoption of Initial Study/Mitigated Negative Declaration (IS/MND) for 12-Mile East Bay Greenway Project	Kaplan	Worthington		22-0
9A	Approval of Priority Development Area (PDA) Readiness Criteria Recommendation 1	Worthington	Blalock		22-0
	Recommendation 2	Haggerty	Chan		22-0
9B	Approval of Draft One Bay Area Grant (OBAG) Program Guidelines Elements	Haggerty	Atkin		22-0
Approval of Programs and Projects Committee Action Items					
Approval of Planning, Policy and Legislation Committee Action Items					

Fiscal Year 2012-2013 Calendar of CWC Meetings and Activities

*CWC meets quarterly on the second Monday from 6:30 to 8:30 p.m.
at the Alameda CTC offices*

July 9, 2012 CWC Meeting

- Public Hearing on CWC Annual Report
- Addressing Public Comments
- Finalizing Annual Report and Publications
- Approval of FY 2012-2013 Annual Calendar
- Financial Update: Final Budget for Fiscal Year 12-13
- CWC Watch List for FY 2012-2013 (send letter to Jurisdictions reminding them of keeping CWC informed on projects/programs)

October 2012

- CWC Post-Audit Subcommittee Meeting

November 12, 2012 CWC Meeting

- Audited Financials for Prior Fiscal Year End
- Quarterly Investment Report
- CWC Annual Report Outreach Summary and Publication Costs Update
- Update on Program Compliance Workshop
- Quarterly Alameda CTC Commission Action Items

January 14, 2013 CWC Meeting

- Sponsor Compliance Audits and Reports – Forwarded to CWC without Staff Analysis
- Projects and Programs Overview/Update
- Project Sponsor Presentations – if requested
- Quarterly Alameda CTC Commission Action Items

February 2013

- Email to CWC members the mid-year budget update the same time it goes to the Finance and Administration Committee (FAC)

March 11, 2013 CWC Meeting

- Summary of Sponsor Audits/Programs – Report Card to CWC
- Approval of Draft Annual Report Outline
- Draft Compliance Summary and Audit Report
- Mid Year Budget Update
- Quarterly Investment Report
- Quarterly Alameda CTC Commission Action Items
- Project Sponsor Presentations – if requested

April 2013 CWC Annual Report Subcommittee Meeting

- Prepare Draft Annual Report

Fiscal Year 2012-2013 Calendar of CWC Meetings and Activities

*CWC meets quarterly on the second Monday from 6:30 to 8:30 p.m.
at the Alameda CTC offices*

June 10, 2013 CWC Meeting

- Finalize Draft Annual Report
- Election of Officers
- Approval of Bylaws
- Final Strategic Plan
- Financial Update: Final Budget Update for Fiscal Year 12-13
- Proposed Budget for the Next Fiscal Year
- Quarterly Investment Report
- Quarterly Alameda CTC Commission Action Items
- Project Sponsor Presentations – if requested

July 2013

- CWC Pre-Audit Subcommittee Meeting

**Alameda County Transportation Commission
Citizens Watchdog Committee
Roster and Attendance
Fiscal Year 2012-2013**

**CWC Meeting 11/19/12
Attachment 10B2**

		Last	First	City	Appointed By	Term Began	Re-apptmt.	Term Expires	Mtgs Missed Since July '12*
1	Mr.	Paxson, Chair	James	Pleasanton	East Bay Economic Development Alliance	Apr-01		N/A	0
2	Ms.	Saunders, Vice-Chair	Harriette	Alameda	Paratransit Advisory and Planning Committee	Jul-09		N/A	0
3	Ms.	Belchamber	Pamela	Berkeley	Alameda County Mayors' Conference, D-5	Mar-09	Apr-11	Apr-13	1
4	Ms.	Brady	Petra Olivia	Oakland	Alameda County Mayors' Conference, D-4	Oct-11		Oct-13	1
5	Mr.	Dubinsky	Peter "Mike"	Fremont	Alameda County Supervisor Richard Valle, D-2	Oct-10		Oct-12	0
6	Mr.	Geen	Arthur B.	Oakland	Alameda County Taxpayers Association	Jan-01		N/A	1
7	Mr.	Haussener	James	Castro Valley	Alameda County Supervisor Nate Miley, D-4	Feb-10	Sep-12	Sep-14	0
8	Ms.	Lew	Jo Ann	Union City	Alameda County Mayors' Conference, D-2	Oct-07	Oct-11	Oct-13	0
9	Dr.	Salwan	Raj	Fremont	Alameda County Supervisor Scott Haggerty, D-1	Sep-12		Sep-14	0
10	Mr.	Welch	Aaron	Berkeley	East Bay Bicycle Coalition	Oct-12		N/A	0
11	Mr.	Zukas	Hale	Berkeley	Alameda County Supervisor Keith Carson, D-5	Jun-09	Apr-12	Apr-14	0

12	Vacancy								
13	Vacancy								
14	Vacancy								
15	Vacancy								
16	Vacancy								
17	Vacancy								