**SUNOL SMART CARPOOL LANE
JOINT POWERS AUTHORITY
GOVERNING BOARD**

MEETING NOTICE

Monday, November 8, 2010
9:30 A.M.
Alameda CTC Board Room
1333 Broadway, Suite 300
Oakland, CA 94612

Chair: Supervisor Scott Haggerty, ACTIA/Alameda CTC
Vice Chair: Councilmember Bill Harrison, ACTIA/
               Alameda CTC
Members:
Mayor Mark Green, ACCMA/Alameda CTC
Mayor Jennifer Hosterman, ACCMA/Alameda CTC
Vice Mayor Pete McHugh, VTA

Staff Liaison: Frank R. Furger
Secretary: Christina Muller

AGENDA

1.0   PLEDGE OF ALLEGIANCE

2.0   ROLL CALL

3.0   PUBLIC COMMENT
Members of the public may address the Board during "Public Comment" on any item not on the agenda. Public comment on an agenda item will be heard when that item is before the Board. Anyone wishing to comment should make their desire known to the Chair.

4.0   MINUTES OF September 13, 2010* (Page 1)   **Action**
The Board is requested to approve the attached Minutes of October 11, 2010.

5.0   HOV/ EXPRESS LANE PROJECT STATUS UPDATE
5.1   HOV Widening Status Update**   **Information**
On behalf of the JPA, ACCMA / Alameda CTC is the sponsor of the HOT element of the I-680 Express Lane. However, the construction phase of the civil elements of this project is administered by Caltrans. A verbal report will be presented by Caltrans staff at the meeting.

6.0   ADMINISTRATIVE MATTERS   **Action**
6.1   Designation of Board Secretary (Page 5)   **Action**
The joint powers agreement (Agreement) establishing the Sunol Smart Carpool Lane Joint Powers Authority (JPA) empowers the JPA's Governing Board to designate a JPA Board Secretary. The functions of the Board Secretary currently are being provided by Alameda CTC staff. Staff

recommends that this role continue to be staffed by Alameda CTC staff and that the designation of JPA Board Secretary is added to the roles and responsibilities of the Alameda CTC Clerk.

6.2   Designation of Auditor/Treasurer (Page 7)   **Action**
The joint powers agreement (Agreement) establishing the Sunol Smart Carpool Lane Joint Powers Authority (JPA) empowers the JPA's Governing Board to designate a JPA Treasurer and an Auditor/Controller. Since the I-680 Express Lane began revenue collection in September, financial and accounting support for the JPA has been provided by Alameda CTC staff, consistent with the ACCMA/Alameda CTC role as the managing agency. Staff recommends that Alameda CTC continue to provide staff resources to fill the positions of Treasurer and Auditor/Controller.

A.0   JOINT MEETING WITH I-580 POLICY ADVISORY COMMITTEE   9:45 A.M.
A.1   Convene joint meeting with I-580 Express Lane Policy Advisory Committee (PAC)

A.2   PAC Roll Call – Confirm PAC Quorum (no action by JPA Board)

A.3   I-680 Express Lane Status Update* (Page 9)   **Information**
The Express Lane Facility opened on September 20th at 5 am. Attached for the Board's review is a summary of the six weeks of operations of the I-680 Express Lanes.

A.4   Establishment of Technical Advisory Committee for I-680 and   Action
        I-580 Corridor Express Lanes (Page 15)
It is recommended that the I-680 JPA Board and the I-580 Policy Advisory Committee (PAC) establish a Technical Advisory Committee (TAC) to provide input to staff on the development and operation of Express Lanes in the I-680 and I-580 Corridors. Representation on the TAC would include staff from the cities along the Corridors, Caltrans, CHP, MTC/BATA, Santa Clara and Alameda Counties, and transit agencies with service in the Corridors.

A.5   Status of Promotions and Public Outreach**
A verbal report will be presented by staff at the meeting.

A.6   Recess Joint Meeting

7.0   ADJOURNMENT/ NEXT MEETING: TBD
The three standing committees of Alameda County Transportation Commission will not meet on December 13, 2010. Staff recommends that the Sunol SMART Carpool Lane Joint Powers Authority Board meet on January 10, 2011.

   *   Materials enclosed
   ** Verbal presentation will be made or materials will be available at the meeting
   #   All items on the agenda are subject to action and/or change by the JPA Board.

<center>PLEASE DO NOT WEAR SCENTED PRODUCTS SO INDIVIDUALS WITH
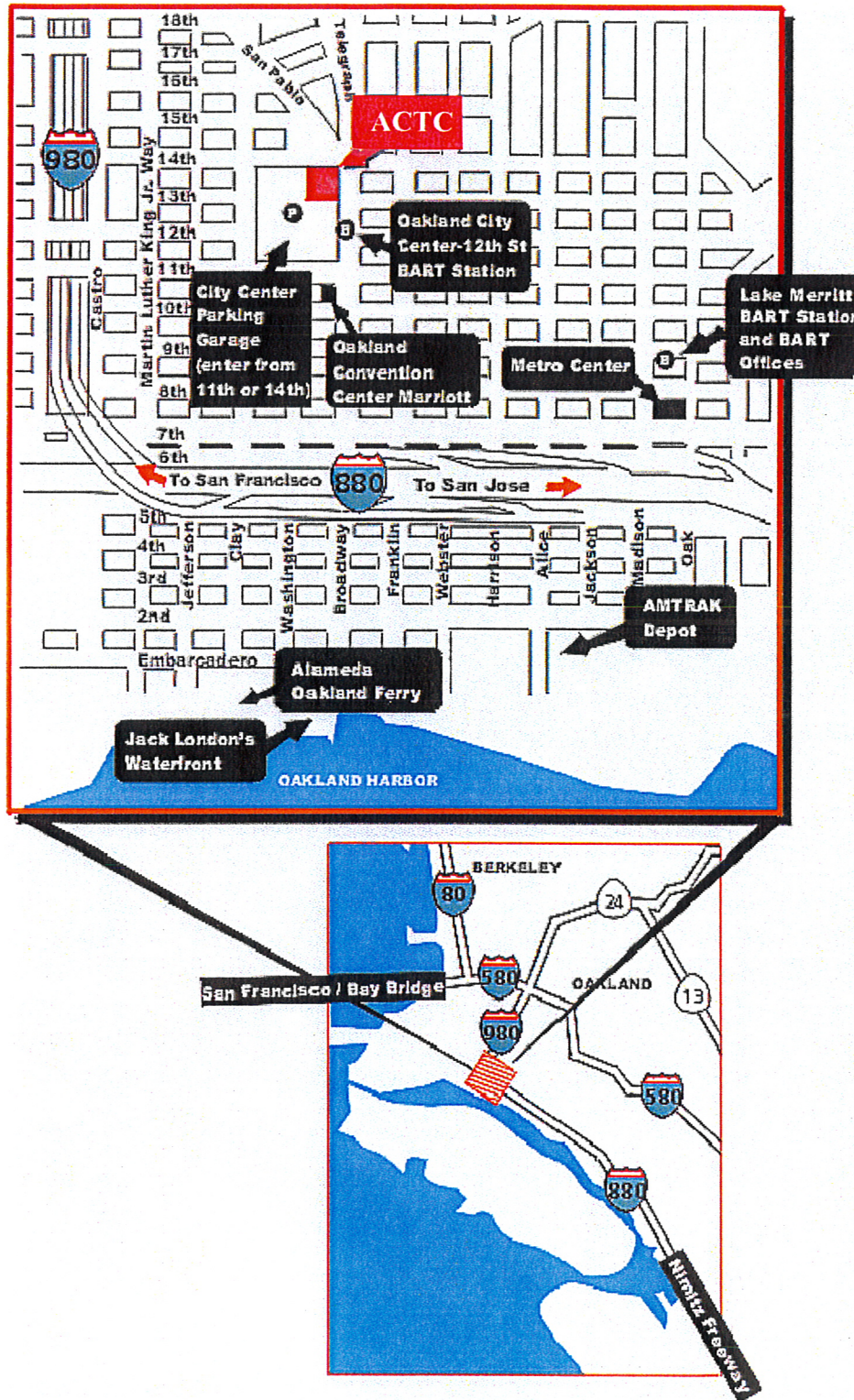ENVIRONMENTAL SENSITIVITIES MAY ATTEND</center>

Glossary of Acronyms

ABAG	Association of Bay Area Governments	**MTC**	Metropolitan Transportation Commission
ACCMA	Alameda County Congestion Management Agency	**MTS**	Metropolitan Transportation System
ACE	Altamont Commuter Express	**NEPA**	National Environmental Policy Act
ACTA	Alameda County Transportation Authority (1986 Measure B authority)	**NOP**	Notice of Preparation
		PCI	Pavement Condition Index
ACTAC	Alameda County Technical Advisory Committee	**PSR**	Project Study Report
		RM 2	Regional Measure 2 (Bridge toll)
ACTIA	Alameda County Transportation Improvement Authority (2000 Measure B authority)	**RTIP**	Regional Transportation Improvement Program
ADA	Americans with Disabilities Act	**RTP**	Regional Transportation Plan (MTC's *Transportation 2035*)
BAAQMD	Bay Area Air Quality Management District	**SAFETEA-LU**	Safe, Accountable, Flexible, Efficient Transportation Equity Act
BART	Bay Area Rapid Transit District	**SR**	State Route
BRT	Bus Rapid Transit	**STA**	State Transit Assistance
Caltrans	California Department of Transportation	**STIP**	State Transportation Improvement Program
CEQA	California Environmental Quality Act	**STP**	Federal Surface Transportation Program
CIP	Capital Investment Program	**TCM**	Transportation Control Measures
CMAQ	Federal Congestion Mitigation and Air Quality	**TCRP**	Transportation Congestion Relief Program
CMP	Congestion Management Program	**TDA**	Transportation Development Act
CTC	California Transportation Commission	**TDM**	Travel-Demand Management
EIR	Environmental Impact Report	**TFCA**	Transportation Fund for Clean Air
FHWA	Federal Highway Administration	**TIP**	Federal Transportation Improvement Program
FTA	Federal Transit Administration	**TLC**	Transportation for Livable Communities
HOT	High occupancy toll		
HOV	High occupancy vehicle	**TMP**	Traffic Management Plan
ITIP	State Interregional Transportation Improvement Program	**TMS**	Transportation Management System
		TOD	Transit-Oriented Development
LATIP	Local Area Transportation Improvement Program	**TOS**	Transportation Operations Systems
LAVTA	Livermore-Amador Valley Transportation Authority	**TVTC**	Tri Valley Transportation Committee
		VHD	Vehicle Hours of Delay
LOS	Level of service	**VMT**	Vehicle miles traveled

ALAMEDA
County Transportation
Commission

ACCMA ▪ 1333 Broadway, Suite 220 ▪ Oakland, CA 94612 ▪ PH: (510) 836-2560
ACTIA ▪ 1333 Broadway, Suite 300 ▪ Oakland, CA 94612 ▪ PH: (510) 893-3347

www.AlamedaCTC.org

Public Transportation Access

BART: City/Center 12th Street Station

AC Transit:
Lines 1, 1R, 11, 12, 13, 14, 15, 18, 40, 51, 63, 72, 72M, 72R, 88, 314, 800, 801, 802, 805, 840

Auto Access
- Traveling South: Take 11th Street exit from I-980 to 11th Street

- Traveling North: Take 11th Street/Convention Center Exit from I-980 to 11th Street

- Parking:
City Center Garage – Underground Parking, enter from 11th or 14th Street

1333 BROADWAY, SUITE 220 . PHONE (510) 836-2560 . FAX (510) 836-2185

SUNOL SMART CARPOOL LANE
JOINT POWERS AUTHORITY
GOVERNING BOARD
MINUTES OF OCTOBER 11, 2010

Chair Supervisor Haggerty convened the Sunol Smart Carpool Lane JPA at 9:34 a.m.

1.0   PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Hosterman.

2.0   ROLL CALL

Muller conducted roll call. Supervisor Haggerty and Mayor Hosterman were present.

3.0   PUBLIC COMMENT

There was no public comment.

4.0   MINUTES OF SEPTEMBER 13 2010

Chair Haggerty noted that there was not a quorum and moved to Agenda Item 5.1 HOV Widening Status Update.

5.0   HOV/ EXPRESS LANE PROJECT STATUS UPDATE

5.1   HOV Widening Status Update

Emily Landin-Lowe of Caltrans informed the Board that Contract #1 – construction contract was completed on September 29th, Contract #2 – is about 87% complete. There is still some electrical and approach slab work needed.

A.0   JOINT MEETING WITH I-580 POLICY ADVISORY COMMITTEE

A.1   Convene joint meeting with I-580 Express Lane Policy Advisory Committee (PAC).

Chair Haggerty convened the joint meeting with I-580 Express Lane Policy Advisory Committee (PAC).

A.2   PAC Roll Call

Chair Haggerty noted that there was no quorum and moved to Agenda Item A.3 I-680 Express Lane Status Update.

A.3   I-680 Express Lane Status Update

Furger advised the Board that the I-680 Express Lane opened at 5am on Monday, September 20th. The facility has been operating from 5am to 8pm, Monday thru Friday. He then reviewed his presentation reflecting a "Three Week Summary" which reflects the facts and figures collected from September 20th to October 8th.

THREE WEEK SUMMARY

- Toll Revenue: $26,185.55
- Total Number of Trips: 18,567
- Average Toll: $1.41
- Average Revenue Per Day: $1,745.70
- Average Revenue Per Day (Mon-Thurs): $1,967.25
- Average Revenue Per Day (Fri): $859.52
- Average Trips Per Day: 1,238
- Average Trip Per Day (Mon-Thurs): $1,322
- Average Trips Per Day (Fri): 902

The Express Lane team is collecting data daily and will provide an update next month. Kamena request that this report also includes a Breakdown per Hour. Furger provide a snap shot of the Express Lane Traffic Management Center (TMC) and overview of the tools being used to monitor the toll collection software and equipment. Chair Haggerty asked staff to confirm if this video was recorded and used for enforcement.

Hosterman inquired what type of concerns or feed back have been received from the public. Furger noted that initially during the first couple of days of operations that staff did receive a number of comments and questions about the overall operations of the Express Lanes. He noted that members of the public were concerned about the merging of traffic on I-580 to Route 84.   After a couple of days of operations the delay north of Rt 84 has dropped significantly once users became more familiar with the Express Lane.   Furger introduced Dave Hyams of Solem and Associates who reported that his firm has been monitoring the incoming calls and emails from the public and reported that the majority of emails were inquiring the status of the Northbound Express Lane.

Bob Vinn of the City of Livermore suggested that this report also include Total Volume in the Lanes. Staff will add this to the monthly report.

Chair Haggerty noted the arrival of Vice Chair Green and Mayor Kamena and confirmed a quorum. He returned to Agenda Item 4.0 Minutes of September 13, 2010. A motion was made by Green to approve the Sunol Smart Carpool Lane JPA Minutes for September 13, 2010; a second was made by Hosterman. The motion passed unanimously.

A.4   Express Lane – Operations: Marketing Update
Leo Scott noted that I-680 Phase 1 Marketing concluded at the end of September. The trend for new potential patrons continues to increase. Currently there have been 3,700 new accounts. Given the number of transactions through September 2010, about 4% of the transactions on the corridor were promotion transactions. As of August 1, 2010, about 27,700 accounts have been opened and 4% have been used on the facility.   Leo Scott noted that the data will require more extensive review to determine a more accurate number since a co-promotion with the bridges took place at the same time as the Express Lane. Lastly, Furger advised the Board that staff and consultant team are looking

into some lower cost alternatives to alleviate some of the merging problems we are having at 84 and I-680. A traffic analysis is being performed and we will provide an update next month.

Chair Haggerty inquired how frequently were the cameras being monitored. Furger informed the Board that he, along with Ray Akkawi and the Express Lane Team monitor the cameras periodically throughout the day.

A.5   Recess Joint Meeting
Chair Haggerty recessed the Joint Meeting.

6.0   ADJOURNMENT / NEXT MEETING: November 8, 2010
The next scheduled meeting will be Monday, November 8, 2010 at 9:30 a.m.

Attested by:

_____
Christina Muller,
I-680 JPA Secretary

Alameda County EXPRESS LANES

SUNOL SMART CARPOOL LANE
JOINT POWERS AUTHORITY
GOVERNING BOARD
October 11, 2010
ACTIA/CTC Board Room
1333 Broadway, Suite 300, Oakland, CA

MEMBERS	Initials	CMA STAFF	Initials
Supervisor Scott Haggerty, ACTIA, Char JPA		Art Dao, Executive Director	
Council Member Bill Harrison, ACTIA, Vice Chair		Frank Furger, Chief Deputy Director	
Mayor Mark Green, ACCMA		Ray Akkawi, Mgr of Project Delivery	
Mayor Jennifer Hosterman, ACCMA		Christina Muller, Secretary	
Vice Mayor Pete McHugh, VTA		Myrna Portillo, Administrative Assistant	

LEGAL COUNSEL/OTHERS	Initials		
Zack Wasserman - WRBD			
Neal Parish, - WRBD			
Leo Scott – Gray-Bowen, Inc			
Emily Landin-Lowe - Caltrans			
Mark Zabaneh - Caltrans			

	Name	Jurisdiction/Organization	Phone #	E-mail
1.	Dave Hyams	Solem	415-788-7788	daveh@solem.us
2.				
3.	Ramsey Hissen	URS	408-297-9585	
4.	Stephen Haas	ACTC	510-350-2330	SHAAS@ACCMA.CA.GOV
5.	Claudia Leyva	ACTA/CMA	(510) 350-2335	cleyva@accma.ca.gov
6.	James O'B	ACTIA PCT		
7.	Marshall Kamena	City of Livermore	925 9604041	2020@usa.net
8.				
9.				
10.				

Memorandum

November 8, 2010
Agenda Item 6.1

Date: October 31, 2010

To: **Sunol Smart Carpool Lane JPA Board**

From: Frank R. Furger, Executive Director

Subject: Designation of JPA Board Secretary

Action
The joint powers agreement (Agreement) establishing the Sunol Smart Carpool Lane Joint Powers Authority (JPA) empowers the JPA's Governing Board to designate a JPA Board Secretary. The functions of the Board Secretary currently are being provided by Alameda CTC staff. Staff recommends that this role continue to be staffed by Alameda CTC staff and that the designation of JPA Board Secretary is added to the roles and responsibilities of the Alameda CTC Clerk.

Discussion
Staff from the ACCMA/Alameda CTC has provided oversight and management resources throughout the development of the I-680 Express Lane project. The Agreement empowers the JPA's Governing Board to designate certain positions, including Executive Director, Treasurer, Auditor/Controller and Board Secretary.

The duties of the Board Secretary include Board meeting set-up, coordination of agendas, recording minutes of meetings and managing JPA correspondence.

The duties of Board Secretary are currently being provided by Alameda CTC staff. Staff recommends that Alameda CTC staff continue in the role of providing resources for the JPA Board Secretary and that the Alameda CTC Clerk be designated as the JPA Board Secretary. At the discretion of the Alameda CTC Executive Director, certain support activities such as meeting setup and mailings may be delegated to Alameda CTC support staff under the direction of the Board Secretary.

Funding for Board Secretary activities are included in the current project budget and will be funded with existing grants.

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Memorandum

November 8, 2010
Agenda Item.6.2

Date: October 31, 2010

To: **Sunol Smart Carpool Lane JPA Board**

From: Frank R. Furger, Executive Director

Subject: Designation of JPA Treasurer and Auditor/Controller

Action
The joint powers agreement (Agreement) establishing the Sunol Smart Carpool Lane Joint Powers Authority (JPA) empowers the JPA's Governing Board to designate a JPA Treasurer and an Auditor/Controller. Since the I-680 Express Lane began revenue collection in September, financial and accounting support for the JPA has been provided by Alameda CTC staff, consistent with the ACCMA/Alameda CTC role as the managing agency. Staff recommends that Alameda CTC continue to provide staff resources to fill the positions of Treasurer and Auditor/Controller.

Discussion
Staff from the ACCMA/Alameda CTC has provided oversight and management resources throughout the development of the I-680 Express Lane project. The joint powers agreement empowers the JPA's Governing Board to designate certain positions, including Executive Director, Treasurer, Auditor/Controller and Board Secretary.

Under both State law governing joint powers agencies and the Agreement, the JPA may designate as Treasurer of the JPA someone "who is either Treasurer of any Member Agency," a CPA, or an employee of the Authority. The joint powers agreement further states that, with certain exceptions that are not applicable here, the JPA "shall designate from the same agency as the Treasurer an Auditor/Controller" (which may be the same individual as the Treasurer).

Since the I-680 Express Lane began revenue collection in September, financial and accounting support for the JPA has been provided by Alameda CTC staff, consistent with the ACCMA/Alameda CTC role as the managing agency. Staff recommends that Alameda CTC continue to provide staff resources to fill the position of Treasurer and Auditor/Controller. Consistent with the Agreement and State law, Staff recommends the Board designate the ACCMA's Treasurer (as designated pursuant to ACCMA's own joint powers agreement) to also serve as Treasurer for the JPA, and that the JPA delegate the authority to designate staff for the position of Auditor/Controller to the Executive Director of the Alameda CTC.

Funding for financial activities that will be performed by the Treasurer and Auditor/Controller are included in the current project budget and will be funded with existing grants.

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Memorandum

November 8, 2010
Agenda Item A.3

Date: October 31, 2010

To: **Sunol Smart Carpool Lane JPA**
                 I-580 Policy Advisory Commitee

From: Frank R. Furger, Executive Director

Subject: I-680 Express Lane: Update on Operations

Attached for the Board's review is a summary of the six weeks of operations of the I-680 Express Lanes.

Through six weeks of operations, the facility has recorded 35,790 trips, collecting gross revenues of $60,283. Tolls have ranged from $0.30 - $5.00. Peak hour tolls have averaged $2.80 over the last two weeks, while off peak tolls have averaged $0.61 over the same period.

	Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Totals
Total Revenue	$9,114.40	$8,428.10	$8,591.95	$9,672.65	$12,834.35	$11,641.55	$60,283.00
Total Trips	6627	6136	5813	5936	5875	5403	35,790
Morning Peak Hour Total Revenue	$7,960.25	$7,691.00	$7,943.30	$8,647.75	$11,833.00	$10,664.50	$54,739.80
Morning Peak Hour Total Trips	4444	4555	4329	4250	4223	3826	25,627
Off Peak Total Revenue	$1,154.15	$737.00	$648.65	$1,024.90	$1,001.45	$977.05	$5,543.20
Off Peak Total Trips	2183	1581	1484	1686	1652	1577	10,163
Range of Tolls Charged	$0.30 - $2.50	$0.30 - $2.50	$0.30 - $2.75	$0.30 - $3.50	$0.30 - $5.00	$0.30 - $5.00	
Average Morning Peak Period Toll	$1.80	$1.69	$1.84	$2.03	$2.80	$2.79	
Average Off Peak Period Toll	$0.53	$0.47	$0.44	$0.61	$0.60	$0.62	

Revenue per week has shown an upward trend since the second week of operations.
Average Revenue per week over first six weeks: $10,047
Average Revenue per week during first three weeks: $ 8,711
Average Revenue per week during last three weeks: $11,383

See Attachment A " Total Revenue By Week"

The majority of the revenue and trips are between the hours of 6 am and 10 am.
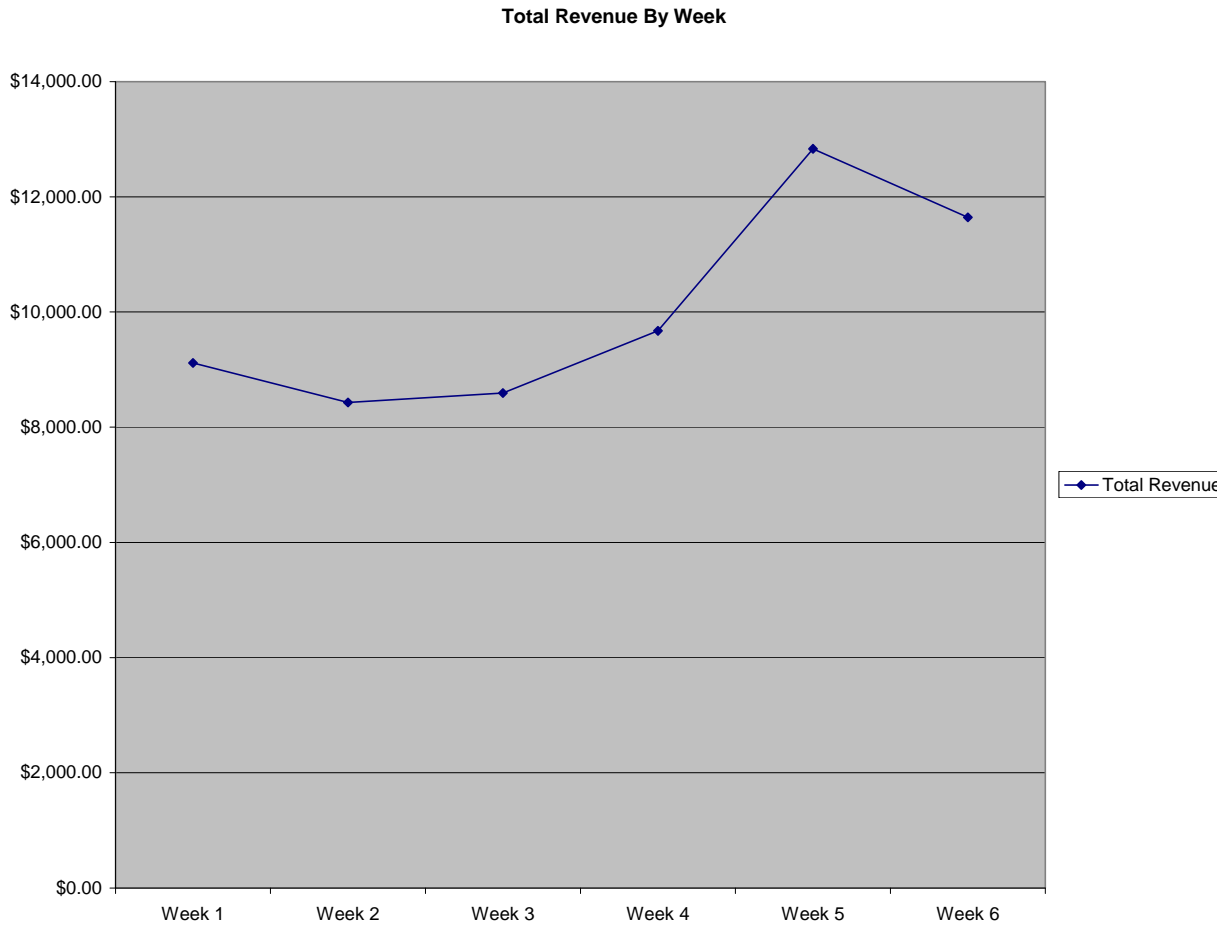91% of revenue is collected between 6 am and 10 am
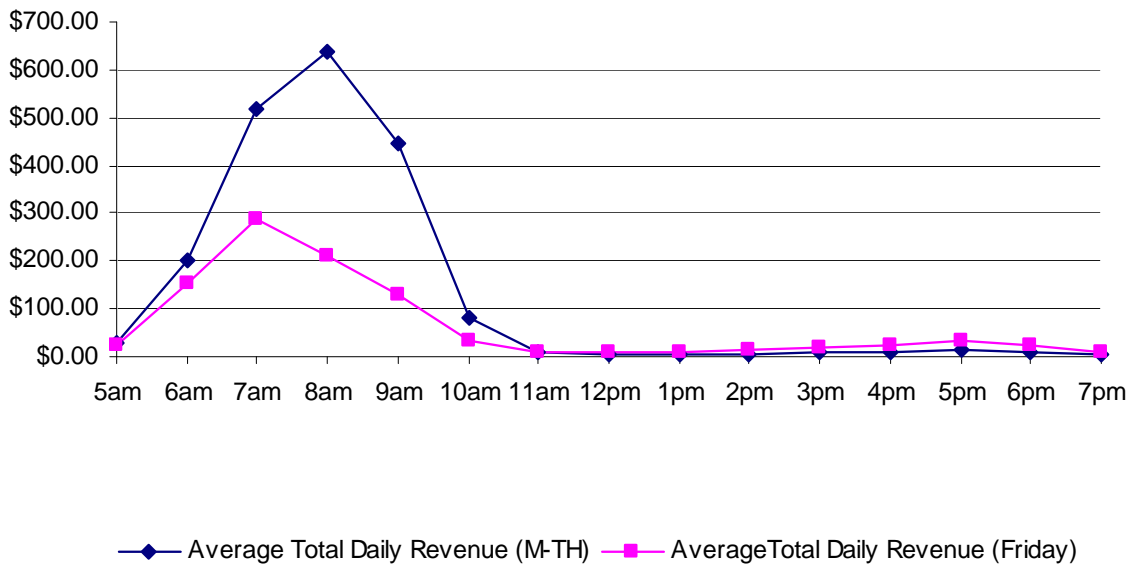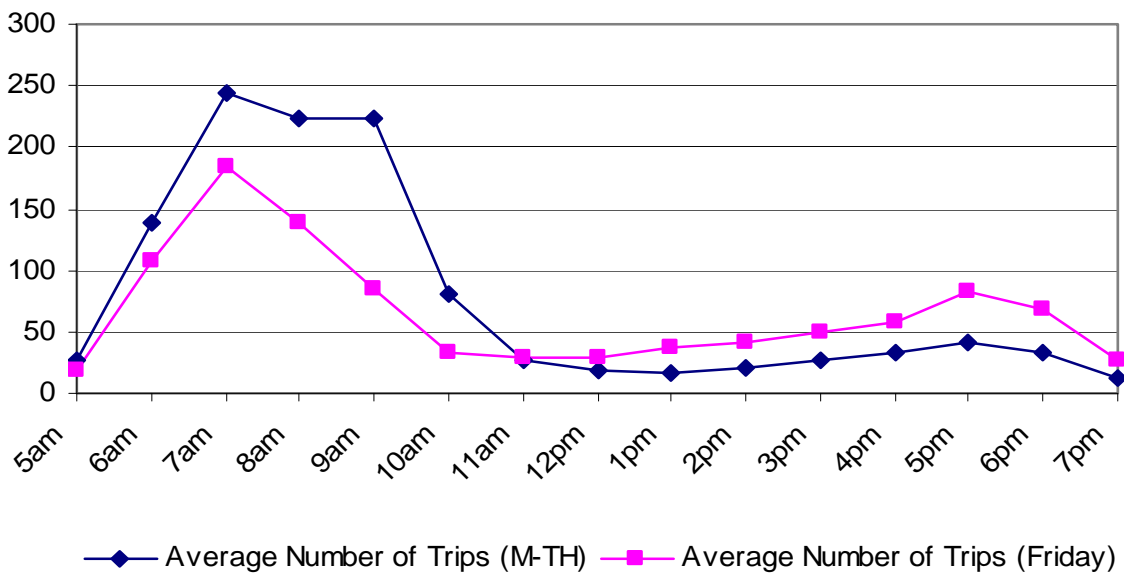72% of trips are recorded between 6 am and 10 am
See Attachment B "Typical Daily Revenue Totals by Hour" and " Typical Daily Trips by Hour"

Trips are recorded on the Express Lane in any of five different segments. As shown in the table below, the majority of the trips and revenue have been recorded in the Andrade to Mission and Andrade to Calaveras segments.
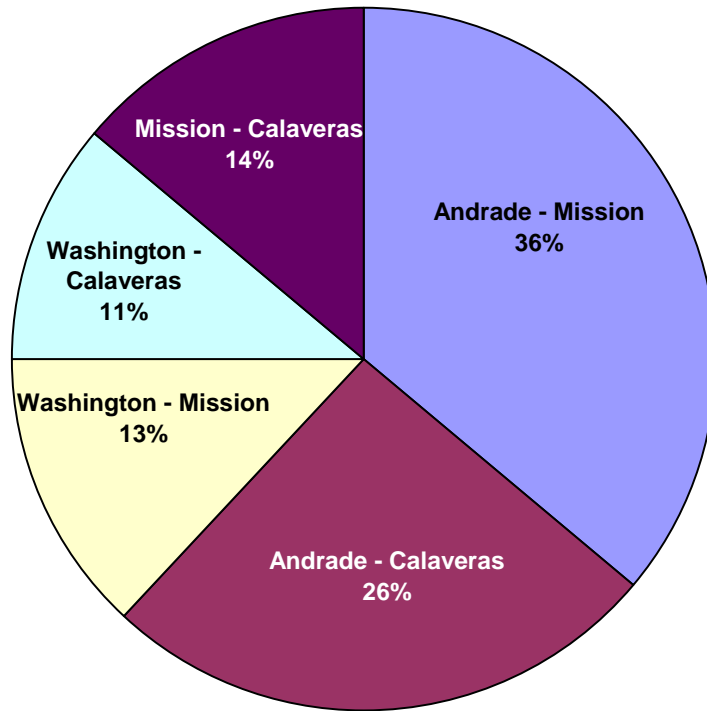
	Percentage of Revenue	Percentage of Trips
Andrade - Mission	37%	36%
Andrade - Calaveras	37%	26%
Washington - Mission	7%	13%
Washington - Calaveras	10%	11%
Mission - Calaveras	8%	14%

See Attachment C "Percentage Revenue by Segment" and "Percentage of Trips by Segment.
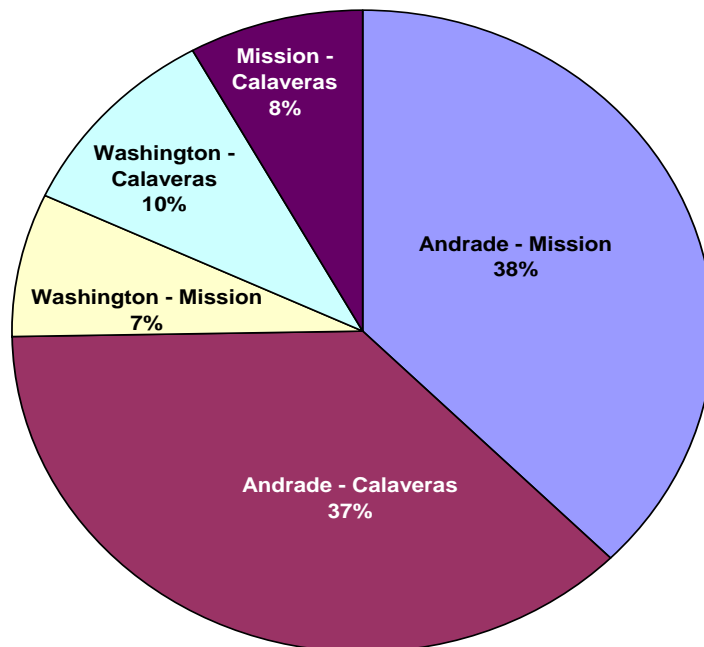
Total Revenue By Week

Typical Daily Revenue Totals by Hour

— Average Total Daily Revenue (M-TH)   — AverageTotal Daily Revenue (Friday)

Typical Daily Trips (Averages by Hour)

— Average Number of Trips (M-TH)   — Average Number of Trips (Friday)

Perecentage of Trips by Segment

Mission - Calaveras
14%

Washington -
Calaveras
11%

Washington - Mission
13%

Andrade - Mission
36%

Andrade - Calaveras
26%

Percentage of Revenue by Segment

Mission -
Calaveras
8%

Washington -
Calaveras
10%

Washington - Mission
7%

Andrade - Mission
38%

Andrade - Calaveras
37%

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Memorandum

November 8, 2010
Agenda Item A.4

Date: October 31, 2010

To: **Sunol Smart Carpool Lane JPA Board**
               I-580 Policy Advisory Committee

From: Frank R. Furger, Executive Director

Subject: Establishment of Technical Advisory Committee

Action
It is recommended that the I-680 JPA Board and the I-580 Policy Advisory Committee (PAC) establish a Technical Advisory Committee (TAC) to provide input to staff on the development and operation of Express Lanes in the I-680 and I-580 Corridors. Representation on the TAC would include staff from the cities along the Corridors, Caltrans, CHP, MTC/BATA, Santa Clara and Alameda Counties, and transit agencies with service in the Corridors.

Discussion
In early 2005, ACTIA, CMA and VTA approved a guiding framework for the I-680 Express Lane. Included as part of the framework was the concept of a management committee, which would be comprised of staff from these and other agencies expected to be involved with the project, and which would provide technical oversight of the project, with recommendations forwarded to the JPA Board. In the I-680 joint powers agreement and the JPA's Administrative Code, this committee was defined as the SunolMAC. This committee, which was subsequently referenced as the I-680 Management Steering Committee (MSC), met frequently during the planning stages of the project.

As the development of a regional Express Lane network began to take shape, MTC created a staff level committee to review technical issues related to Express Lane development. Over the last year, the activities of the I-680 MSC have been combined with this MTC regional committee. This regional committee has representation from counties that have an interest in implementing Express Lanes, along with CHP, BATA and Caltrans. This committee has reviewed toll policy recommendations such as hours of operation, toll rates as well as design standards and CHP enforcement and has provided input and recommendations on several technical and policy issues prior to these issues being forwarded to the JPA Board for action.

As the I-680 project moves into the operational phase and the I-580 project moves into final design of the toll system, staff recommends that a TAC be established to provide focused local input on project issues for the I-680 and I-580 Corridors. The TAC, which would replace the SunolMAC / MSC, would be comprised of representatives from cities/counties along the Corridors, MTC/BATA, Caltrans, CHP and transit agencies serving the Corridors.

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