



Bicycle and Pedestrian Advisory Committee Meeting Agenda

Thursday, September 6, 2012, 5:30 to 7:45 p.m.

Meeting Outcomes:

- Hear presentations on completed Bicycle and Pedestrian Countywide Discretionary Fund (CDF) grant projects and review the CDF Grant Cycle 3 and Cycle 4 semi-annual progress reports
- Provide Input on the OneBayArea Grant Program and the draft Alameda CTC Complete Streets Policy requirement
- Receive an update on the End-of-year Compliance Report
- Receive an update on the BPAC renaming subcommittee

5:30 – 5:35 p.m. **1. Welcome and Introductions**

Midori Tabata

5:35 – 5:40 p.m. **2. Public Comment**

Public

5:40 – 5:45 p.m. **3. Approval of July 12, 2012 Minutes**

Midori Tabata

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A

5:45 – 6:30 p.m.

Wendy Cosin,
John Knox White,
Aleida Andrino-
Chavez,
Staff

4. CDF Funded Grant Projects Updates

A. Sponsor Presentations on Completed Projects

04A Final Report A07-0005 Berkeley Aquatic Park.pdf –

Page 9

04A1 Final Report A09-0027 Travel Choice.pdf – **Page 13**

04A2 Final Report A09-0021 Albany BP Plan.pdf – **Page 63**

B. Review of CDF Semi-annual Progress Reports

04B CDF Cycles3-4 Semi-annual Progress Reports.pdf –

Page 67

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6:30 – 7:30 p.m.

Beth Walukas

**5. Presentation and Input on the OneBayArea Grant Program and
Draft Alameda CTC Complete Streets Policy Requirement**

*05 Memo Overview OBAG and Draft Complete Streets
Policy.pdf* – **Page 111**

*05A ACTAC Meeting OBAG Staff Report and
Attachments.pdf* – **Page 113**

*05B ACTAC Complete Streets Staff Report and
Attachments.pdf* – **Page 179**

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- 7:30 – 7:35 p.m. **6. Board Actions/Staff Reports** |
Staff
- A. End-of-year Compliance Report**
 06A FY10-11 Compliance Report Executive Summary.pdf – Page 191
 The full Pass-through Fund Program Compliance Report and Audit Summary is available online at:
 http://www.alamedactc.org/files/managed/Document/8557/FY10-11_Compliance_Summary_Report_072412.pdf
- B. General**
 06B BPAC Roster.pdf – Page 205
 06B1 BPAC Meeting Schedule FY12-13.pdf – Page 207
 06B2 Outreach Calendar of Events.pdf – Page 209
- 7:35 – 7:45 p.m. **7. BPAC Member Reports** |
BPAC Members
- A. BPAC Renaming Subcommittee Update**
- 7:45 p.m. **8. Meeting Adjournment**

Next Meeting:

Date: October 4, 2012 or October 11, 2012
Time: 5:30 to 7:30 p.m.
Location: 1333 Broadway, Suite 300, Oakland, CA 94612

Staff Liaisons:

Beth Walukas, Deputy Director
of Planning
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Pedestrian Coordinator
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Location Information: Alameda CTC is located at 1333 Broadway 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>.

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 Bicycle and Pedestrian Advisory Committee Meeting Minutes
Thursday, July 12, 2012, 5:30 p.m., 1333 Broadway, Suite 300, Oakland

Attendance Key (A = Absent, P = Present)

Members:

 P Midori Tabata, Chair
 P Ann Welsh, Vice Chair
 P Alex Chen
 P Lucy Gigli
 P Jeremy Johansen

 A Preston Jordan
 P Glenn Kirby
 P Diana Rohini LaVigne
 P Sara Zimmerman

Staff:

 P Beth Walukas, Deputy Director of Planning
 P Rochelle Wheeler, Bicycle and Pedestrian
Coordinator

 P Angie Ayers, Acumen Building Enterprise, Inc.

1. Welcome and Introductions

Midori Tabata, BPAC Chair, called the meeting to order at 5:30 p.m. The meeting began with introductions and a review of the meeting outcomes.

Guests Present: Mike Ansell, Las Positas College; Lynne Bosche; Victoria Eisen, Eisen|Letunic; Paul Hodges, Hayward Area Recreation & Parks District (H.A.R.D.); Alison Horton; Jim Rothstern

Midori mentioned that this is the first meeting for fiscal year 2012-2013, and many exciting activities are anticipated for the year. She stated that once the updates to the Countywide Bicycle and Pedestrian Plans are complete and approved by the Commission, BPAC will participate in preparation for Cycle 5 of the Countywide Discretionary Fund Grant Program. Midori stated that many of the BPAC members are also interested in the Complete Streets policy that Alameda CTC is working on with the jurisdictions and agencies.

2. Public Comment

Lynne Bosche stated that she is representing a committee forming in Piedmont to advocate for a city bicycle plan, because Piedmont is the last city in Alameda County to have one. Lynne attended the BPAC meeting to say thank you, because the Countywide Bicycle Plan update is helping to engage the City of Piedmont.

Mike Ansell, an employee of Las Positas College and a Livermore resident, stated that in the 10 years he's lived in Livermore, a bike community has become more possible. He's been the chair of the Las Positas Sustainability Committee for the last 3 years and the college hosted its first Bike to Work Day in May 2012. Mike said that he advocates a connection

between Dublin and Las Positas College on the north side of Interstate 580. He said there are approximately one or two farms on county land blocking the link between the two. According to the city's master plan, this section is pending development, and Mike said it would be best if the city developed the section into a bike path instead of waiting for a developer. Approximately 2,000 people attend Las Positas College, and that section of land would be a great connection if a bike path existed.

3. Approval of May 31, 2012 Minutes

Midori Tabata requested a correction in the "Guests Present" section of the May 31, 2012 minutes to change guest John Spangler's agency/affiliation to BART Bicycle Advisory Task Force.

Ann Welsh moved to approve the May 31, 2012 minutes with the above correction. Diana Rohini LaVigne seconded the motion. The motion carried unanimously (7-0). At the time of the vote, one member had not arrived.

4. Review of Draft Countywide Pedestrian and Bicycle Plans

Rochelle Wheeler and Victoria Eisen gave a presentation on the draft Countywide Pedestrian and Bicycle Plans, which were released on June 25th. Staff requested the committee members provide input on the implementation chapters, in particular on activities included in the next steps; and on the countywide priorities chapters, including the priority bicycle network and priority pedestrian system that Alameda CTC will use to guide discretionary funding decisions. Written comments are due by July 27, 2012.

Staff mentioned that during August, Alameda CTC will revise the plans to incorporate the comments received in July from the following Alameda CTC committees:

- Alameda County Technical Advisory Committee (ACTAC)
- Alameda CTC Commission
- Bicycle and Pedestrian Plans Working Group
- Countywide BPAC
- Paratransit Advisory and Planning Committee
- Planning, Policy and Legislation Committee

BPAC will review final drafts of the plans at the September 6, 2012 meeting and make a recommendation to the Commission that they adopt the plans on September 27, 2012. Refer to Attachment A for questions/feedback from the BPAC members.

Public comment: Allison Horton stated that bus drivers need to be educated about bicycle safety. She stated that she does not see cycle tracks mentioned in the plans and believes that cycle tracks are the number one way to solve problems, and they're not mentioned in the description of facilities or in the long-term plans. She stated that one well-placed cycle track would inspire many people to take up cycling.

5. Review Annual Countywide Pedestrian and Bicycle Count Program, 2012 List of Count Sites and 2012 Draft Counts Report

Rochelle Wheeler led the discussion on the Countywide Pedestrian and Bicycle Count Program. She noted that staff reviewed and revised the list of count sites, which Alameda CTC will use for the fall 2012 bicycle and pedestrian counts, and ACTAC reviewed the Counts Report on July 3, 2012 and did not have comments. Rochelle asked the BPAC to provide any additional comments on the report to her by July 20, 2012.

Rochelle told the committee that the *Draft Pedestrian and Bicycle Manual Count Report for Alameda County 2002 to 2011* is virtually the same data from the preliminary draft report that BPAC reviewed in April 2012. She stated that Alameda CTC revised the report to incorporate many of the comments from the BPAC, including expanding the comparison of the count data trends to other data trends, such as population and gas price changes over the past 10 years.

Rochelle stated that the 63 sites that Alameda CTC is proposing to count this fall were included as an attachment to the staff report. Two minor modifications were made to sites in Hayward and Newark based on input received. Rochelle mentioned that Alameda CTC would like to increase the number of count locations to 100 in 2013 if funding permits. Staff recommended that this effort to analyze and consider the selection of additional count locations take place after adoption of the Countywide Bicycle and Pedestrian Plans, which will establish new pedestrian and bikeway networks. Rochelle stated that Alameda CTC wants to work with local jurisdictions to make sure the sites selected make the most sense. Alameda CTC will also use geographic information to better select the additional sites.

Based on comments from BPAC in April, Alameda CTC is considering counting in the morning versus in the 2 to 4 p.m. time period at sites near schools.

Questions/feedback from the members:

- On pages 44 and 52 of the count report change “site with the greatest % increase” to “site with the greatest % decrease.”
- Will Alameda CTC incorporate recreational and weekend data into the counts? Staff stated that when the site list is expanded, Alameda CTC will look at incorporating weekend and recreational count locations. Staff stated 24-hour trail data is now coming in and will be incorporated into the Counts Report in the future.
- A member commented that the site list does not include areas in West Berkeley and South Berkeley, which have many schools and are communities of concern.
- The commute hour only covers a small percent of trips and may not have the highest percent of collisions.
- Can we also track race and ethnicity? Staff considered adding the telephone survey information from Bike to Work Day, which provided data on ethnicity. Staff stated that we have county level data, and we can consider adding this in the future.
- Members stated that the demographics of recreational riders are different than commute riders and this is missing from the report.

- At which schools will the AM counts be conducted? Would recommend asking TransForm about which schools to focus on. Staff explained that currently the count program has 17 sites within a half mile of schools. Staff could decide to count at the sites around schools for three time periods to gather information to use for evaluation.
- Recommend adding before and after count data that is captured from grant-funded projects, and also mapping the locations of grant-funded projects, to use in determining additional count location.
- Does Alameda CTC have data on the peak periods, in particular around schools? Staff said that Alameda CTC will look at this in the future when expanding the site locations.
- Consider adding new sites along the *proposed* bikeways in the Bicycle Plan, to see changes over time.

6. Board Actions/Staff Reports

A. Draft Performance Report

Rochelle mentioned that Alameda CTC released the *Draft Performance Report* this month. This report shows the annual performance of roadways and transit, bicycle and pedestrian networks. Beth Walukas mentioned that the BPAC has seen the information in this report in various forms. Rochelle informed the group that Alameda CTC provided the hyperlink to the *Draft Performance Report* on the agenda.

B. Update on Complete Streets

Rochelle informed the committee that Alameda CTC hosted a Complete Streets Workshop on June 19, 2012. She mentioned that the workshop was very well attended, and the attendees showed a lot of enthusiasm and interest in the Complete Streets topic. Alameda CTC is creating a Complete Streets policy, which will be in alignment with the Metropolitan Transportation Commission policy. Rochelle stated that the hyperlink to the Complete Streets Workshop presentation is provided on the agenda.

C. General Information

Midori informed members of the South County Transportation Forum in Union City on July 26, 2012, and encouraged all members to attend.

Staff will email the schedule of outreach events to BPAC members, so that those who are interested can attend and represent BPAC at outreach events. The Alameda CTC will have a table at the August 18, 2012 Pedalfest in Jack London Square.

Midori mentioned that the next Measure B grant call for projects is moving forward, and it may include funds from the new measure and OneBayAreaGrant funds.

Rochelle informed the group that the next BPAC meeting is scheduled for September 6, 2012, which is the first Thursday of the month.

7. BPAC Members Reports

Lucy Gigli stated that the City of Alameda received a grant to build bike lanes along Crown Beach but that after extensive public comments the City voted to build cycle tracks instead of the bike lanes.

Midori Tabata mentioned that she attended the Alameda CTC Complete Streets Workshop, which was very interesting and informative. It was noted that the City of Oakland was not able to attend the workshop; however, the City of Oakland has generated a Complete Streets policy.

Midori informed the committee that the BPAC Renaming Subcommittee will meet on July 25, and she will make a report at the September BPAC meeting.

Midori stated that the City of Oakland will be testing green bike lanes with arrows on 40th Street near MacArthur BART and will use video to analyze how well the new green lanes will work.

8. Meeting Adjournment

The meeting adjourned at 7:30 p.m.

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Comments on Draft Countywide Bicycle and Pedestrian Plans

BPAC

July 12, 2012 Meeting

Public Comment

- Need to educate bus drivers regarding sharing the road with bicyclists
- Add cycle tracks to the plans, as the best way to get more people bicycling

BPAC Member Comment

- Alameda CTC, as a countywide agency should lead the way for local jurisdictions. It should promote cycle tracks, and encourage local agencies to include them in their plans.
- Make the “next steps” section more action-oriented, including who and by when activities will be done. Draw out discrete projects.
- Include more trails in south county.
- Would be good to limit the priorities further. They are good, but seem very broad.
- Appreciate focus on continuous, close-in access to transit, particularly for pedestrians.
- Add bus driver safety training to the plans.
- How will these new priorities change the next call for projects? Will the multiple priorities be layered on each other, to increase priority for a project?
- In the “Evaluation of plans, policies and practices” chapters, add more about what Alameda CTC can do to improve existing local policies and practices, such as bus driver training and local bicycle parking policies. Then, add these actions to the Next Steps section.
- Have the two plans (bicycle and pedestrian) been coordinated, for example to see if there are conflicts between the two?
- Further address safety data in the plans. Address dangerous areas.
- How will these plans relate to complete streets efforts?
- Plan is very readable and informative.
- Comprehensive and interesting documents.

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Planning and Development

ACTIA Bicycle/Pedestrian Countywide Discretionary Fund Grant Project

FINAL REPORT

PROJECT SPONSOR: Successor Agency to the Former Berkeley Redevelopment Agency

PROJECT TITLE: Aquatic Park Connection Streetscape Improvement Project

ACTIA PROJECT No: A07-0005

TOTAL MEASURE B FUNDS AWARDED TO PROJECT: \$ \$65,000.00

FINAL MEASURE B GRANT AMOUNT EXPENDED: \$ \$65,000.00

TOTAL PROJECT COST (All funding sources): \$ \$1,168,222.00

COMPLETION/APPROVAL DATE: June 30, 2012

FINAL PROJECT DESCRIPTION: *(Provide a brief description of services provided, improvements constructed, and/or implemented in accordance with the grant funding agreement.)*

Funded by ACTIA:

Installation of electronic bicycle lockers at the Berkeley AMTRAK Station.

Design, fabrication, and installation of 12 wayfinding signs, banners and maps to direct pedestrians and bicyclists between the Fourth Street retail area, AMTRAK, Aquatic Park, and the Bicycle/Pedestrian Bridge over I-80.

The ACTIA-funded improvements are a small part of a much larger streetscape improvement project located on Fourth Street between University Avenue and Hearst Street, and on Addison Street between

Fourth Street and Aquatic Park. The project included significant capital improvements on Addison Street including: repaving, pedestrian and bicycle safety signage and roadway markings; widened sidewalks with decorative paving, street furniture, pedestrian-scale lighting, landscaping and irrigation; utility undergrounding; and rail crossing safety and accessibility improvements.

SUMMARY OF PROJECT DELIVERY MILESTONES: *(Provide a brief description of actions taken and milestones reached to deliver the project.)*

The bike lockers were installed in 2008. Most of the signs were designed, manufactured and installed in 2009; however, the final sign was attached to a monument sign that could not be constructed until most of the sidewalk improvements were completed. The monument sign was constructed in 2011 and the sign itself was mounted in June 2012.

Completion of the streetscape improvements on Addison Street had significant delays due to the complexity of the construction documents, timing issues with construction of the adjacent City Animal Shelter, and multi-agency coordination/delays including: EBMUD (relocation of a water line); PG&E; AT&T, and Comcast (undergrounding of utilities - still waiting for AT&T to remove poles); and Union Pacific (work in the rail right-of-way).

SUMMARY OF PROJECT BENEFITS: *(Provide a brief description of project benefits.)*

Increased accessibility, safety, security, and amenity for pedestrians and cyclists visiting local and regional attractions, or commuting through adjacent transit infrastructure. Links the I-80 Overpass, Bay Trail, Aquatic Park, Marina, and Eastshore Park to the Fourth Street retail area, bus facility, and Rail Stop. Increases the viability of biking and walking with transit.

FINAL COSTS AND FUNDING SOURCES:

(In addition to submitting a final ACTIA Grant Reimbursement Request and final Contract Reporting form, please include a summary of the total project costs by task, and a list of all funding sources and amounts, including any additional local Measure B funds.)

PUBLICITY

- ☒ Project information was available during the duration of the ACTIA grant, with a link to the ACTIA Web site, at the following web address:
http://www.ci.berkeley.ca.us/Planning_and_Development/Redevelopment_Agency/Redevelopment_Successor_Agency.aspx
- ☒ Articles were published, highlighting this Project, on *July 2008, 2009 & 2010; May 2011 & 2012* in the following publication(s): ACTIA Reports

PERFORMANCE MEASURES (cumulative)

- ☐ There were *[enter total numbers]* trips provided during the grant funding period.
- ☐ There were *[enter total numbers]* people served during the grant funding period.
- ☐ A final Performance Measures Report (Table D-1 from the Grant Funding Agreement) is attached to this Progress Report.
- ☐ Performance Measures Report not included (*Provide explanation below*).
- ☒ **No Performance Measures for this Project**

Project Performance Measures: Table D-1 describes what outcome-based performance measures you are evaluating to ensure that the project/program is meeting its objectives.

Table D-1: Performance Measures Report		
No.	Performance Measure	Target (cumulative)
1		

2		
3		
4		
5		
Note:		
1. List all performance measures included in the grant funding agreement for Project		

ALAMEDA CTC BICYCLE AND PEDESTRIAN
COUNTYWIDE DISCRETIONARY FUND CYCLE 4
FINAL REPORT

PROJECT SPONSOR: TransForm
PROJECT TITLE: TravelChoice: New Residents
ACTIA PROJECT No: A09-0027

TOTAL MEASURE B FUNDS AWARDED TO PROJECT: \$ 175,000
FINAL MEASURE B GRANT AMOUNT EXPENDED: \$ 174,998.98
TOTAL PROJECT COST (All funding sources): \$ 473,596.30
COMPLETION/APPROVAL DATE: 6/30/12

FINAL PROJECT DESCRIPTION: *(Provide a brief description of services provided, improvements constructed, and/or implemented in accordance with the grant funding agreement.)*

The TravelChoice New Residents program is an innovative pilot program to reduce driving and congestion while promoting healthy physical activity including walking and bicycling. The program was conducted in the cities of Fremont, Union City, Pleasanton, Hayward, Oakland, Dublin, Emeryville and Berkeley from early 2011 through summer 2012. The program was sponsored by the Alameda County Transportation Commission (formerly ACTIA), the Bay Area Air Quality Management District's Transportation Fund for Clean Air (TFCA), and the City of Berkeley's Climate Protection program, B-TAP. It was coordinated by TransForm.

TravelChoice New Residents provides the missing information that connects residents living in transit-oriented areas with the transportation options available to them, and significantly reduces vehicle use and ultimately ownership providing significant financial savings.

TravelChoice is an innovative, personalized education program which proactively offers information and incentives for all transportation choices available in a given neighborhood, not just one mode. It also

Grant Project Final Report

targets all trips that a household makes, not just a single destination such as work or school. Further, it is highly tailored to each specific neighborhood, providing localized maps, neighborhood-specific transit materials, multilingual outreach and more, in order to connect with each household.

SUMMARY OF PROJECT DELIVERY MILESTONES: *(Provide a brief description of actions taken and milestones reached to deliver the project.)*

Through outreach to over 11,000 households, TravelChoice sought to reduce vehicle use and ultimately ownership. As a pilot program, TravelChoice provided data on the effectiveness of various transportation demand management strategies that can aid in ensuring that future developments built near transit maximize the benefits of their transit rich environment and capitalize on transportation services and mitigations that are provided as a part of the development.

Through this pilot program, TravelChoice provided existing residents in eight neighborhoods throughout Alameda County, encompassing 52 developments, with information that increased their comprehension on how to connect with the multiple transportation options available to them in their neighborhood. The sites selected represented a variety of development types from dense, urban downtown living to more suburban planned developments.

Outreach varied from site-to-site in order to conform to the limitations of each individual development, as well as to allow the program to look at the effectiveness of a variety of outreach methods.

SUMMARY OF PROJECT BENEFITS: *(Provide a brief description of project benefits.)*

In order to present project-specific, detailed transportation information that spoke directly to participants, TravelChoice created or procured over 161 different informational pieces and incentives.

Outreach began in the winter of 2011 and continued to the summer of 2012. TravelChoice staff contacted over 11,000 households, had conversations with 2231 and delivered over 5,600 materials to nearly 1300 residences. TravelChoice staff held over 20 events throughout the county and worked directly with 52 property managers in coordinating the outreach efforts in geographically dispersed sites across the country.

Grant Project Final Report

Before and after evaluation surveys were developed with the assistance of staff from Nelson/Nygaard and Eisen/Letunic. Analysis of the collected information show that the TravelChoice program achieved its goals of reducing single occupancy trips by 8-14%. Countywide, the surveys show that trips in which individuals surveyed were the driver decreased by 11.5% and that total vehicle trips were reduced by 5.3%.

Participating households reported that they had increased their use to walking, transit and bicycling. 16.9% of people who participated in the full program, identified that they were walking on more trips, 8.3% reported using transit more, and 2.6% reported biking more.

The results support our conclusion that a property which builds a TravelChoice program into its early operating structure and embraces it as a true benefit to residents will see significant changes in the amount of auto-use generated by that development and that these benefits appear to hold true for urban developments and suburban ones. In the end, developers could see a reduction in the costs associated with building transit supportive developments through parking reductions, local communities would have another option to mitigate the traffic generated by these developments, and future residents would see a reduction in their transportation costs.

FINAL COSTS AND FUNDING SOURCES:

*(In addition to submitting a **final Alameda CTC Grant Reimbursement Request and final Contract Reporting form**, please include a summary of the total project costs by task, and a list of all funding sources and amounts, including any additional local Measure B funds.)*

Task 1: \$63,455.00

Task 2: \$174,050.00

Task 3: \$236,091.32*

*Includes 5% project close out listed as Task 4 and July billing to TFCA for project closeout work.

TFCA provide \$175,000

City of Berkeley \$ 133,600

Grant Project Final Report

PUBLICITY

- ☒ Project information was available during the duration of the grant, with a link to the Alameda CTC website, at the following web address: <http://www.transformca.org/campaign/travelchoice>
- ☐ Articles were published, highlighting this Project, on *May 4, 2012* in the following publication(s):
TransForm E-news

PERFORMANCE MEASURES (cumulative)

- ☐ There were *[enter total numbers]* trips provided during the grant funding period.
- ☒ There were *over 20,000 (11,035 households)* people served during the grant funding period.
- ☒ A final Performance Measures Report (Table D-1 from the Grant Funding Agreement) is attached to this Progress Report.
- ☐ Performance Measures Report not included (*Provide explanation below*).
- ☐ No Performance Measures for this Project.

Grant Project Final Report

Project Performance Measures: Table D-1 describes what outcome-based performance measures you are evaluating to ensure that the project/program is meeting its objectives.

Table D-1: Performance Measures Report		
No.	Performance Measure	Target (cumulative)
1	Number of households contacted by program	11,035
2	Number of requests for information/materials (also, number of deliveries made)	2,231 conversations with households / 1,287 households receiving deliveries
3	Increase in Bicycling mode share as compared to a control group	2.6% reported increase
4	Increase in Walking mode share as compared to a control group	16.9% reported increased use

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TravelChoice New Residents

Final Program Report - July 2012

Executive Summary

TravelChoice New Residents piloted a program that aimed to build on the successes of TravelChoice to ultimately connect with new households before they move in, effectively helping them to start new travel habits before they fall back on previous auto-oriented behaviors. Based on the results, future *TravelChoice* will focus specifically on educating and motivating residents at the time they are moving into their new homes in walkable communities near transit. In the end, *TravelChoice New Residents* looks to provide a permanent, developer-funded service in each new development in which it operates, providing transportation updates on an ongoing basis and conducting one-to-one outreach on an annual basis.

The TravelChoice New Residents program, an innovative pilot program to reduce driving and congestion while promoting healthy physical activity, was conducted in the cities of Fremont, Union City, Pleasanton, Hayward, Oakland, Dublin, Emeryville and Berkeley from early 2011 through summer 2012. The program was sponsored by the Alameda County Transportation Commission (formerly ACTIA), the Bay Area Air Quality Management District's Transportation Fund for Clean Air (TFCA), and the City of Berkeley's Climate Protection program, B-TAP. It was coordinated by TransForm.

Through outreach to over 11,000 households, TravelChoice sought to reduce vehicle use and ultimately ownership. As a pilot program, TravelChoice provided data on the effectiveness of various transportation demand management strategies, including geographic and place-type information that can aid in ensuring that future developments built near transit maximize the benefits of their transit rich environment and capitalize on transportation services and mitigations that are provided as a part of the development.

Through this pilot program, *TravelChoice* provided existing residents in eight neighborhoods throughout Alameda County, encompassing 52 developments, with information that increased their comprehension on how to connect with the multiple transportation options available to them in their neighborhood. The sites selected represented a variety of development types from dense, urban downtown living to more suburban planned developments.

Before and after evaluation surveys were developed with the assistance of staff from Nelson/Nygaard and Eisen/Letunic. Analysis of the collected information show that the TravelChoice program achieved its goals of reducing single occupancy trips by 8-14%. Countywide, the surveys show that trips in which individuals surveyed were the driver decreased by 11.5% and that total vehicle trips were reduced by 5.3%. These were paired surveys in which the same person provided both a pre- and post-project survey.

As with past pilot projects, TravelChoice connects interested residents with information and incentives to add more walking, bicycle riding, public transit and carpooling into their daily routines. In working with housing developments, the New Residents program adjusted its previous outreach methodology to rely more heavily on electronic communication and partnering with development managers to assist with contacts. Both of these decisions, which significantly reduced the program staff costs as intended, had major impacts.

In relying on third party partners, the program was limited to the developments that were available to work in. More than 50% of the developments that we contacted chose not to participate despite the fact that there was no cost, and very little effort required on the part of an individual property manager. Further, of the 26 properties that did participate, the level of property manager contribution and attentiveness to the program varied widely which had a significant impact.

Further, the decision to reduce personnel costs in our grant application by piloting a program that relied heavily on electronic communications like email were revealed to be overly optimistic. The federal CAN-SPAM law has been extremely effective in making the legitimate acquisition of people's emails difficult and very expensive. This early lesson forced the program to focus more heavily on working with property managers, and to resort to hiring canvassers as in past programs. The addition of the City of Berkeley's B-TAP program to the pilot allowed TravelChoice to provide community outreach personnel to assist with the outreach in Berkeley.

Outreach varied from site-to-site in order to conform to the limitations of each individual development, as well as to allow the program to look at the effectiveness of a variety of outreach methods. The results confirm the assumptions of the program that when working directly with a property manager who is engaged and enthusiastically involved in connecting residents with the program, the participation is appropriate for effective outreach and results in behavior change.

The long-term goal for TravelChoice is to use the information and data collected through the program to support efforts to create transit-oriented developments that reduce the requirement for excessive parking and provide comprehensive transportation demand management, traveler information and parking strategies, such as unbundling or shared parking.

The results support our conclusion that a property which builds a TravelChoice program into its early operating structure and embraces it as a true benefit to residents will see significant changes in the amount of auto-use generated by that development and that these benefits appear to hold true for urban developments and suburban ones. In the end, developers could see a reduction in the costs associated with building transit supportive developments through parking reductions, local communities would have another option to mitigate the traffic generated by these developments, and future residents would see a reduction in their transportation costs.

While this program is at an end at TransForm, the City of Berkeley is currently in discussion with property managers about including TravelChoice (or a similar service) to new residents in its downtown properties with at least one new residential building looking to provide a TravelChoice program to all new residents when they begin renting in the fall of 2012.

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Introduction

There is now a tremendous focus on infill and transit-oriented development as a way to reduce vehicle travel and its attendant outcomes of global warming and pollution, while revitalizing existing neighborhoods and protecting open space. This focus will only gain momentum as cities try to comply with SB 375, which will implement transportation emission reduction targets in California.

New infill developments often fail to realize their full potential for community benefits and trip reduction. Many people moving into these developments are unaware of the numerous transportation options in their new neighborhoods -- including all the destinations accessible by public transit, bicycling and walking, let alone carpooling, car sharing or other less obvious options. Because of this, new residents often bring multiple vehicles with them to their new home. Once this decision is made, the idea of using transit, etc. becomes yet another expense.

This perceived inability of TODs to reach their potential leads many cities and policymakers to maintain requirements for excessive parking, usually given away free, which in turn offer developers no incentive to provide free transit passes, car sharing in the building, or other Transportation Demand Management programs.

TravelChoice New Residents will help break this negative cycle and support the creation of TOD

TravelChoice New Residents provides the missing information that connects residents living in transit-oriented areas with the transportation options available to them, and significantly reduces vehicle use and ultimately ownership providing significant financial savings.

TravelChoice is an innovative, personalized education program which proactively offers information and incentives for all transportation choices available in a given neighborhood, not just one mode. It also targets all trips that a household makes, not just a single destination such as work or school. Further, it is highly tailored to each specific neighborhood, providing localized maps, neighborhood-specific transit materials, multilingual outreach and more, in order to connect with each household.

Developing the Program

In pursuit of these goals, TransForm spent countless hours over the past 6 years researching the myriad methods of promoting and encouraging the use of transit, bicycling, walking, carpooling, car sharing, trains and other non-single occupancy vehicle modes. Approaches using a one-to-one educational approach focused on educating people about all transportation choices available to them were consistently top-rated in success. Programs investigated included TravelSmart in Australia, Europe and Portland, TravelBlending (Australia and Europe), TravelWise UK and TravelChoice in Alameda County.

This research found that TravelChoice is more effective than other transportation behavior change programs because it targets all trips made within a household rather than isolating a single trip type (such as commute or school trips). This allows participating households to self-select the particular trips they are interested in changing.

TravelChoice also succeeds because it encourages the use of all environmentally friendly transportation modes rather than one particular mode. Participating households indicate their interest and personally guide the process to receive the information that interests them. Participants receive only the information they have requested.

Importantly, TravelChoice overcomes the weakness of many mass-marketing campaigns: the need for people to seek out further information themselves to start using a new travel mode (transit schedule, bike route, vanpool

matching). TravelChoice does this by tailoring the information presented to households and offering individualized bus schedules, local bike network, and specially created local maps. Personalized trip plans were also created for people who requested them. By offering information that is easily understood and speaks directly to the needs of the household, TravelChoice increases the likelihood of a change in travel behavior.

Building Key Partnerships

Creating a partnership with major agencies holding a stake in the outcome of the project was key to creating a successful program. TransForm worked from the early stages of this project with advisors from across the spectrum of interests and specialties of land development, property management, city and regional planning and elected officials. TravelChoice New Residents Advisory Board:

Table: Advisory Board members

Lauri Moffet-Fehlberg	Architecture and Planning Consultant: Dahlin Group
Rebecca Kaplan	City of Oakland City Council at-large
Eric Angstadt	Department Head - Oakland Redevelopment
Jeff Hobson	Deputy Director - TransForm
Chris Hudson	Developer – berkely TJs
Sid Lakireddy	Everest - Property Mgt
Ann Cheng	GreenTRIP Program Director - TransForm
Cedric Novenario	Livermore Planning Staff
Tom Bates	Mayor of Berkeley
Bruce Williams	Oakland Public Works Staff
Valerie Knepper	Planner/Analyst – MTC
Jessica Ter Schure	Principal - Nelson Nygaard
Lisa Motoyama	RCD - East County Developer
Bruce Riordan	Regional Planning and Policy Consultant
Matt Nichols	Transportation Staff- Berkeley
Dan Golvato	Vice President, Equity Residential

TravelChoice also involved partners from local and regional agencies, as well as the property management companies and homeowner associations at the properties we worked at. These advisors and partners provided important feedback on the program methodologies including the messaging and design of the overall project, as well as helping with the creation of specific materials for their respective agency.

List: Local and regional agencies

- AC Transit
- ACTC (formerly ACTIA)
- BART
- City of Berkeley
- City of Dublin
- City of Fremont
- City of Oakland
- City of Pleasanton
- City of Pleasanton
- City of Union City
- Emery-Go-Round
- Emeryville Transportation Association
- MTA
- The County Connection
- VTA
- Wheels

Location Choice

The *TravelChoice New Residents* pilot expanded upon the work of previous TravelChoice programs by providing outreach throughout Alameda County's four planning areas. The program was provided in 8 cities: Fremont, Union City, Pleasanton, Dublin, Hayward, Oakland, Emeryville and Berkeley at over 26 separate developments.

In selecting the developments, care was taken to ensure that there was a wide mix of development types including single-family homes, high-density, transit oriented buildings, and transit-adjacent, medium density developments. This decision was intended to afford the pilot to identify issues with running the program in a variety of settings and with the hope teasing out differences in program effectiveness based on the different development types.

TravelChoice staff took steps to ensure that there was a mix of household-income levels represented throughout the selected developments. This is a core value for TransForm's mission, but also consistent with the community feedback received in Alameda County's Community Based Transportation Plans, which found the need for better information on the variety of transportation options to be a key need in communities of concern. *TravelChoice New Residents* worked with low-income housing developers, like RCD, to identify potential buildings, Fox Courts in Oakland for example, that were 100% low-income, and developed outreach methods specifically for them. In other locations, like The Uptown, which sets aside 15% of its units for low income households, TravelChoice staff worked the rental manager to provide information to these tenants on top of the building-wide outreach that was provided.

Choosing appropriate locations for this Bay Area pilot project was extremely important. The project partner committee created four criteria to select locations that would allow for an efficient and effective project. These criteria were:

- **Transit Choice:** Chosen neighborhoods must have multiple, existing high quality transit choices.
- **Existing Ridership Capacity:** Existing transit must have capacity for new riders. Partners believed that it was important to focus initially on areas where new riders were not encouraged to board already crowded bus or BART vehicles, which could create an uncomfortable riding experience for new riders.
- **Economic Diversity between the chosen sites:** Focusing on two areas gave us the ability to test the effectiveness of this project in different socio-economic communities.
- **High walkability and bikability:** Like the ridership capacity criteria, it was determined that the ability to comfortably walk and bike as a part of everyday travel was essential. Because TravelChoice educates and encourages residents about all available modes, it was important in this first project to have a realistic expectation that each mode offered a viable option.
- **Property Management Willingness:** After sites that met the above criteria were identified, the support of the property management company became a key second-tier criteria in order to ensure access to residents and provide additional points of communication with residents

TravelChoice staff compiled an exhaustive list of residential communities within a mile of BART in each planning area and identified those that were rental, senior and student housing, owner-occupied, and number of units. Utilizing the site criteria, the list was narrowed down to a list of potential developments and sites. Site visits were the next step. This ensured a clear understanding of the transportation options available to residents of each location and assisted in prioritizing which sites were ultimately selected.

During these visits, staff met with property managers to introduce the program, or set up meetings in the rare instance that property managers were not available or located off-site. The first meeting provided an overview of the program goals, the benefits to residents at the site, and the need for low-level property management involvement. These meetings helped to identify the level of interest in the program, and those that showed interest received an official letter of introduction, sample of local materials, and a request for participation,

In some cases, resident boards, or HOA's, we're included in the process and the TravelChoice Program Coordinator or Director visited one of their meetings. During these introductory meetings, staff explained the goals and operation of the program, and the meeting was also used to identify any issues that might affect the program effectiveness.

Following these meetings, staff identified the interested developments that were most likely to provide a level of access to residents to ensure that the program would have an opportunity to utilize multiple outreach methods and gauge their effectiveness. At this time, property managers were asked to confirm their interest in participating and provide certain information related to what specific outreach tools would be available at their site.

Site Descriptions

East County

In the East County planning area, three sites within Dublin and one site in Pleasanton were selected totaling 1187 units. Two of the sites are managed by Archstone, one by EAH, and the other by Merit Housing. All sites are in direct (within one block) of regular bus service, including at least one bus stop. Archstone Hacienda in Pleasanton, is located with the Hacienda Business Park district, allowing residents to qualify for a free yearly bus pass on the Livermore Amador Valley Transit Authority (Wheels).

Each community has a leasing office onsite and street access (non-gated) with some direct access to buildings. All sites has relatively high monthly turnover (5%) serving a mostly commuter population. According to leasing agents at each site, residents primarily work in large corporate offices in Pleasanton, Livermore, or in the Peninsula.

Services

The four project sites are in walking distance to Dublin/Pleasanton BART. Two sites, Camellia Place and Elan, are directly adjacent to the BART parking north of the station. Archstone Emerald Park and Archstone Hacienda are within a mile of the BART station (approximately a 15 minutes walk) with a direct bus connection to the station every 15 minutes.

The LAVTA Wheels system serves Dublin, Pleasanton and Livermore communities with extended service from Livermore to Stockton. Wheels serves most major destinations including schools with main pick-up at Dublin/Pleasanton BART and Hacienda Crossing. Central Contra Costa Transit Authority operates County Connection with bus service from Dublin/Pleasanton BART to San Ramon with transfer to Martinez and Pittsburg.

Bicycle facilities serving Dublin Pleasanton area include the Iron Horse Regional Trail, a dedicated paved bike trail from Pleasanton to north of Walnut Creek. The Cities of Dublin and Pleasanton also have existing and proposed bikeways and walking trails within city limits. Several regional and one local bicycle club exist that organizes local group rides, features information on local routes, shares advisories and members get discounts at local businesses.

Both Dublin and Pleasanton have their own paratransit service providers with door-to-door service for eligible residents in Dublin, Pleasanton and Livermore.

Altamont Commuter Express (ACE) train operates between Stockton and San Jose from Monday to Friday with a station in Pleasanton. New Riders can ride for three days for free in either direction.

South County

In the South County planning area, three sites were selected in Fremont totaling 1059 units, and Union City totaling 625 units. Altogether, south county sites totaled 1684 units.

Sites in Fremont consisted of large apartment complexes, staff with onsite leasing offices. Fremont communities were also with predominantly commuter residents traveling to business parks in Milpitas, San Jose and San Mateo.

The two sites in Union City are managed by Avalon Communities and staffed by leasing offices. One site is adjacent to Union City BART and the second is within a half mile of the station.

Services

All three Fremont sites were within walking distance to Fremont BART, one site being adjacent to BART parking, a second site within 10 minute walking distance and the third site was just over a mile from BART, a 20 minute walk with regular (every 15 minute) bus service.

Bus service on Santa Clara Valley Transportation Authority (VTA) connects the Fremont sites with San Jose, including light rail and peninsula commuter service at San Jose Diridon Station and select Caltrain stations. Weekday shuttles to all major south bay business parks pick up at the Caltrain Stations serviced by VTA. AC Transit also serves Fremont with weekday transbay service to Palo Alto and local service. All sites were adjacent to bus stops serving these lines.

The City of Fremont has an active bicycle and pedestrian program with increasing dedicated bike lanes and pedestrian trails linking Warm Springs to Union City. A local bicycle club organizes rides, safety classes and advocates for improvements within Fremont.

The City of Fremont also coordinates an ACTC funded program called Tri-City Travel Training Program serving Fremont, Union City and Newark. This program trains participants to use public transit and plans trips with field assistance. The City also administers a second ACTC funded program called Walk This Way for seniors in the tri-city area to participate in organized walks over a 16-week period.

Paratransit services in Fremont are provided by the City with curb-to-curb service within city limits. A volunteer-staffed program called VIP Rides also operates within the tri-city area for non-ADA paratransit services. East Bay Paratransit service covers ADA-eligible paratransit services in Fremont.

Union City is served by Union City BART station with AC Transit and Union City Transit connections. Union City Transit provides localized services all most major destinations including schools, parks, and shopping corridors. Local East Bay service and weekday transbay service to Palo Alto is operated by AC Transit.

The City of Union City also provides paratransit to ADA-eligible residents with curb-to-curb services within city limits and limited service to southern Hayward and Fremont.

The Amtrak and ACE station in Centerville is connected with regular bus service—including limited bus service on weekends--to both Fremont BART and Union City BART and to the TravelChoice sites.

Central County

Two sites were selected in Central County in Hayward, and both were a part of the initial pilot study (Renaissance Walk and City Walk) totaling 123 units. Both of the sites were townhouse style and transit adjacent. The residences at both sites were a combination of owner-occupied condos and rental apartments located within a half mile of Hayward BART. It should be noted that despite heavy efforts to work with four additional sites in Hayward (Studiowalk, Grand Terrace, Citron and The Grove), TravelChoice was unable to secure the necessary cooperation of the property managers.

Services

Downtown Hayward is served by the Hayward BART station which was easily accessible to all the sites in the program. AC Transit service connects all major local and regional destinations including schools, parks, shopping corridors, Castro Valley and hospitals. Transbay bus service to Caltrain in San Mateo operates weekdays connecting the developments to the Peninsula.

There is a single car-share location (Zipcar) in Hayward, however it is located on Cal State East Bay campus up in the hills reducing the utility of the service to residents in the selected sites.

ADA transit needs in Hayward is provided by East Bay Paratransit.

The Hayward Amtrak station located adjacent to The Grove and Citron, providing regular access to San Jose and Sacramento. The Amtrak station is about a 15 minutes walk from the other three Hayward sites.

North County

Three communities were selected in the north county planning area: Emeryville, Oakland and Berkeley. All three areas are densely populated, have extensive public transit services and bicycle and pedestrian infrastructure.

In Oakland, five sites were selected totaling 1120 units. Three sites, Fox Courts, Dellums, and Hamilton Apartments were comprised entirely of low-income units and are managed by Resources for Community Development (RCD). The other two sites, The Uptown and The Grand have 15% dedicated low to moderate income housing. All sites were located in the revitalized Oakland Uptown corridor between 19th Street and Grant Avenue.

The three RCD properties have on-site social workers who were able to help coordinate residential services, including TravelChoice. These communities have regular tenant meetings monthly or bi-monthly with staff onsite. All Oakland sites have onsite leasing or residential services staff onsite.

In Emeryville, five sites were selected totaling 1461 units. Two sites (Pacific Park Plaza and Bridgecourts) had 15% of their units dedicated to low-income housing. Sites in Emeryville were located between 40th and 65th Streets.

Outreach sites in Berkeley were located within the City of Berkeley's Transit Action Plan (BTAP) project area extending from UC Berkeley campus to the south end of the Elmwood District, Telegraph Avenue and downtown. This outreach area included approximately 3,800 single family households and 31 multi-unit buildings totaling 1641 units.

As in Oakland, TravelChoice worked with RCD at their Oxford Plaza in downtown Berkeley. Much of the multi-unit buildings in Berkeley are predominately student housing and therefore would be considered low-income housing.

Services

Oakland sites are served by BART's 19th Street station, which is within a five-minute walking distance. Emeryville is served by the MacArthur BART station, but only via a transfer from connecting bus service. All sites in Emeryville were located over a mile from BART with the exception of Bridgecourt Apartments. Almost all of the Berkeley buildings are all within walking distance from the downtown or Ashby BART stations. A couple of the buildings, and some of the single-family homes in the Elmwood area are actually closer to Rockridge BART but realistically require a bus-transfer to access it.

All North County sites are served by high-frequency AC Transit service. In Oakland and Emeryville, all sites were adjacent or within a block from a bus stop including transbay services. All Berkeley sites were within a 10-15 minute walk to the nearest bus stop connecting them to a BART station.

The City of Oakland provides a free shuttle bus service, the B, six days a week with late night service Friday and Saturdays. The B runs from Jack London Square to 27th street along Broadway Avenue.

Emeryville is also served by the free Emery Go Round shuttle operated by the Emeryville Business District. Emery Go Round served all five sites with stops adjacent to each property. The free shuttle operates within the City of Emeryville seven days a week with limited service on weekends connecting riders to public transit, business parks and shopping areas.

All three City's are saturated with carshare locations including City CarShare and ZipCar. Several properties (The Uptown, Oxford Plaza, Avenue 64) have City Carshare pods onsite. All sites were within one mile of a carshare pod location.

Bicycle and pedestrian facilities are present in all three communities with active ridership and support from active bicycle organizations.

East Bay Paratransit services cover the North County planning area with overlapping services in Emeryville through the City's Dial-a-ride program for seniors and people with disabilities paid for by Measure B funding through ACTA.

Amtrak's Capital Corridor stations are located in downtown Emeryville, 5th Street Berkeley (accessible by bus) and Jack London Square in Oakland (accessible by bus and Free B shuttle).

Table: Site Descriptions

Location	Development	# of Units	Management	Onsite Management	Access
EAST COUNTY		1187			
Dublin		696			
Dublin	Archstone: Emerald Park	325	Archstone	Yes	Gated
Dublin	Camellia Place	115	EAH	Yes	Open
Dublin	Elan	256	Merit	Yes	Street access. PM onsite
Pleasanton		491			
Pleasanton	Archstone: Hacienda	491	Archstone	Yes	Open

SOUTH COUNTY		1684			
Fremont		1059			
Fremont	Archstone Fremont Center	322	Archstone	Yes	locked buildings
Fremont	Waterstone at Fremont	526	Pinnacle	Yes	Gated
Fremont	Watermark Place	211	Prometheus	Yes	Open
Union City		625			
Union City	Avalon Union City	417	Avalon	Yes	Locked building
Union City	Avalon at Union Square	208	Avalon	Yes	Gated.

CENTRAL COUNTY		123			
Hayward		123			
Hayward	Renaissance Walk	46	Massingham	No	Open
Hayward	City Walk	77	Massingham	No	gated

NORTH COUNTY		8041			
Emeryville		1461			

Emeryville	Archstone: Emeryville	261	Archstone	Yes	Locked building. Staffed leasing office.
Emeryville	Avenue 64	250	BRE	Yes	Locked?
Emeryville	Bridgecourt Apartments	220	EAH	Yes	Locked
Emeryville	Park Plaza Plaza	585	Alliance Residential	Yes	Locked
Emeryville	Glashaus	145	Helsing Group	No	Open
Oakland		1120			
Oakland	Fox Courts	80	RCD	Yes	Locked. Staff onsite
Oakland	Hamilton Apartments	92	Mercy Housing	Yes	Locked building. Some onsite staff. Limited hours
Oakland	Dellums	70	Mercy Housing	Yes	Locked
Oakland	The Grand	243	Essex Property	Yes	Locked
Oakland	The Uptown	635	Forest City	Yes	Locked
Berkeley	Multi-family	1641			
Berkeley	2020 Bancroft	104	Everest Properties	Yes	Locked
Berkeley	2322 Shattuck	49	Everest Properties	No	Locked
Berkeley	2511 Parker	20	Everest Properties	Yes	Locked
Berkeley	2515 Parker	8	Everest Properties	Yes	Locked
Berkeley	2519 Parker	12	Everest Properties	Yes	Locked
Berkeley	1945 Berkeley Way	94	BMG	Yes	Locked
Berkeley	2405 Fulton	24	BMG	Yes	Locked
Berkeley	2241 Durant	25	Everest Properties	Yes	Locked
Berkeley	2520 Hillegass	65	Everest Properties	Yes	Locked
Berkeley	Picado Arms	50	Picardo Arms	Yes	Locked
Berkeley	2033 Haste	62	Everest Properties	Yes	Locked
Berkeley	2017 Berkeley Way	4	Unknown	No	Locked
Berkeley	2000 Durant	49	BMG	No	Locked
Berkeley	2028 Dwight	15	Noel	No	Locked
Berkeley	2644 Dwight Way	27	Everest Properties	No	Locked
Berkeley	2520 College Ave	49	TriLights	Yes	Locked
Berkeley	2540 College	58	Unknown	No	Locked
Berkeley	2011-2015 Haste St	16	Everest Properties	No	Locked
Berkeley	Oxford Plaza	97	RCD	Yes	Locked
Berkeley	Fine Arts Building	100	Equity Residential	No	Locked
Berkeley	1945 Milva	30	Sun	Yes	Locked
Berkeley	GAIA Building	91	Equity Residential	No	Locked
Berkeley	Library Gardens	176	Riverstone	Yes	Locked
Berkeley	1942 Channing Way	18	Eric Drooker	Yes	Locked
Berkeley	2035 Channing	16	AP Management	No	Locked
Berkeley	1927 Dwight	30	Everest Properties	Yes	Locked
Berkeley	2501 Benvenue Ave	37	Everest Properties	No	Locked
Berkeley	2537 Benvenue Ave	18	Unknown	No	Locked
Berkeley	1937-1947 Dwight	55	Noel	No	Locked
Berkeley	New California Apts	148	HM Properties	Yes	Locked
Berkeley	Hillside Village	94	Riverstone	Yes	Locked
Berkeley	SFH	3819			
Full Project Total		11035			

Project Funding

Major project funding for TravelChoice was provided by the Bay Area Air Quality Management District's Transportation Fund for Clean Air, the Alameda County Transportation Commission (formerly ACTIA), and the City of Berkeley (via MTC's climate grant program). Many hours of in-kind services and materials were also provided by our advisory board and agency partners.

Pre-project Surveying

Before the initial pilot project was begun, before and after surveys were developed in order to identify a baseline pre-project travel behavior. These surveys were designed with input staff from Nelson | Nygaard Consulting, working as unpaid advisors. Nico Letunic, of Eisen/Letunic, who is working with the City of Berkeley as a part of their B-TAP program evaluation also gave input on the post-project surveys that were conducted.

The methodology involved creating a simple questionnaire that could be filled out by up to four people in a given household. Households were asked to identify the number of automobile trips that they made during the previous day. Each leg of a trip was considered a "trip." Additionally, households were asked to identify whether they were the driver or passenger in these trips. Responses were considered valid when the driver/passenger breakdown equaled the total number of trips.

This travel diary was sent to households in all project area, pre-project surveys in Oakland and Hayward were mailed in the late winter of 2011 before the initial pilot phase and residents in the additional expanded project area received pre-surveys in the fall of 2011 before outreach began in those sites. Households were given a 10-day deadline to respond and following FHWA travel diary best practice recommendation, households that responded within the deadline were sent a \$2 thank you.

Across the county, nearly 10,000 "Before" surveys were sent to households and we received 1183 valid responses. Follow-up phone calls and postcards were sent to these households in order to achieve a high enough response rate to ensure that post-project evaluation would be meaningful.

Project Set up

Service Information gathering

Upon confirmation that an invited development had agreed to participate, TravelChoice staff re-visited the site to more specifically assess the transportation options accessible to the site, to better understand the development-specific access points—did the site have a common entryway through which everyone traveled? Did they have multiple elevators that accessed parking? These visits were important in informing the appropriate outreach strategies for each site, and ensured that local conditions were well understood.

TravelChoice contacted local transit authorities, including private operators and municipalities, as well as bike and pedestrian groups to learn what resources existed for the residents and to understand the travel behavior in the area. This included where residents were commuting to, what the big trip-generators were, etc.

Local business partners were identified to provide incentives for program participants. In each area, we were able to identify a local coffee shop that provided a complimentary hot beverage to participants.

Contact information collection

An early assumption in the development of *TravelChoice New Residents* was that most contact with residents would occur via email and to a lesser degree, via phone. Therefore it was important to collect both the phone and email contact information for households, and these needed to be associated with specific addresses to ensure that calls and emails were made to the correct households.

Having identified the developments, collection of contact information began in earnest. Commercial lists were purchased, and because these are provided by census tract, we were able to purchase lists before the specific sites were finalized.

After the initial pilot phase identified a significant issue with the collection of emails, staff worked with property managers to access or utilize their in-house lists to varying degrees of success. When possible, full-address lists were received from the property manager. However, it was not infrequent to find that company rules prohibited even sharing the numbers of units (names were never asked for, as it was clear that privacy issues made this a touchy issue and asking for that information was a way to immediately stop all discussion about the program). In these cases, TravelChoice visited the sites, looked up mailbox numbers and guessed at likely unit numbers (with about 98% accuracy).

Communication Tools Identification

Before materials were created, each site was analyzed for possible communication techniques to both alert residents to the program as well as provide actual outreach. Property managers were engaged to identify which of these techniques was viable and permissible in each development. There was a wide range of options from bulletin boards in the mail room, to development wide email lists. The main categories for these were:

- Ability/willingness to hold events
- In-house newsletters (electronic or printed)
- Bulletin boards/announcement boards
- Email lists
- New resident welcome packets

During these discussions, TravelChoice staff identified the availability of each of the possible techniques, frequency of newsletters and regular events, willingness to send emails to residents, etc.

Table: Site specific options

Location	Development	Interest/ Cooperation	Newsletter Yes/No	Email List Yes/No	Website Yes/No	Posters Yes/No	Welcome Packets Yes/No	Resident Communication
EAST COUNTY								
Dublin								
	Archstone: Emerald Park	High	Yes	Yes	Yes	Yes	Yes	
	Camellia Place	Low from Management onsite but good from EAH corporate	Yes	No	No	No	Yes	quartley
	Elan	High	Yes	Yes	Yes	Yes	Yes	Shane onsite 9-5
Pleasanton								
	Archstone: Hacienda	Med	No	Yes		No		bi-monthly
SOUTH COUNTY								
Fremont								
	Archstone Fremont Center	Med	Yes	No		No	Yes	quarterly
	Waterstone at Fremont	High	No	No	Yes	No	Yes	Cool website
	Watermark Place	High	Yes	No		Yes	Yes	monthly

Union City								
	Avalon Union City	Very High	Yes	No		Yes	Yes	Poster. Brochures for move-in.
	Avalon at Union Square	Very High	Yes	No		Yes	Yes	monthly

CENTRAL COUNTY								
Hayward								
	Renaissance Walk	High	Yes	No	No	No	No	Infrequent
	City Walk	High	Yes	No	No	Yes		Newsletter
NORTH COUNTY								
Emeryville								
	Archstone: Emeryville	High	No	Yes	Yes	No	Yes	welcome packet. Poster
	Avenue 64	Med	Yes	Yes	Yes	Yes	Yes	Poster. Welcome packet
	Bridgework Apartments	Med	Yes	No		Yes	Yes	Welcome packet. Poster
	Park Plaza Plaza	High	Yes	No	Yes	Yes	Yes	monthly newsletter
	Glashaus	High	No	No	Yes	Yes	Yes	monthly tenant meetings

Location	Development	Interest/ Cooperation	Newsletter Yes/No	Email List Yes/No	Website Yes/No	Posters Yes/No	Welcome Packets Yes/No	Resident Communication
Oakland								
	Fox Courts	High- RCD Social Worker onsite. PM onsite also supportive	Yes	No	No	Yes	Yes	Reg. tenant meetings. Service Coord. Onsite
	Hamilton Apartments	High- RCD Social Worker onsite.	No	No	No	Yes	No	Monthly tenant meetings
	Dellums	High	No	No	No	Yes	No	Monthly tenant meetings
Oakland								
	The Grand	Med	Yes	Yes	Yes	Yes	Yes	Monthly newsletter
	The Uptown	Low- Recent change of Property Manager	No	No	No	No	Yes	Eblasts
Berkeley	Multi-family							
	2020 Bancroft	High	No	No	No	Yes	No	In-person
	2322 Shattuck	High	No	No	No	No	No	In-person
	2511 Parker	High	No	No	No	No	No	In-person
	2515 Parker	High	No	No	No	No	No	In-person
	2519 Parker	High	No	No	No	No	No	In-person
	1945 Berkeley Way	High	No	No	No	No	No	In-person
	2405 Fulton	High	No	No	No	No	No	In-person
	2241 Durant	High	No	No	No	No	No	In-person
	2520 Hillegass	High	No	No	No	No	No	In-person
	Picado Arms	High	No	No	No	No	No	In-person
	2033 Haste	High	No	No	No	No	No	In-person
	2017 Berkeley Way	Low	No	No	No	No	No	In-person
	2000 Durant	High	No	No	No	No	No	In-person
	2028 Dwight	Low	No	No	No	No	No	In-person
	2644 Dwight Way	High	No	No	No	No	No	In-person
	2520 College Ave	Med	No	No	No	No	No	In-person
	2540 College	Low	No	No	No	No	No	In-person
	2011-2015 Haste St	High	No	No	No	No	No	In-person
	Oxford Plaza	Very High	No	No	No	Yes	No	In-person
	Fine Arts Building	Med	No	No	No	Yes	No	In-person
	1945 Milva	Low	No	No	No	No	No	In-person
	GAIA Building	Med	No	No	No	Yes	No	In-person
	Library Gardens	High	No	No	No	No	Yes	In-person
	1942 Channing Way	Low	No	No	No	No	No	In-person
	2035 Channing	Low	No	No	No	No	No	In-person
	1927 Dwight	High	No	No	No	No	No	In-person
	2501 Benvenue Ave	High	No	No	No	No	No	In-person
	2537 Benvenue Ave	Low	No	No	No	No	No	In-person
	1937-1947 Dwight	Low	No	No	No	No	No	In-person
	New California Apts	Low	No	Yes	Yes	No	Yes	In-person
	Hillside Village	High	No	Yes	Yes	Yes	No	In-person
Berkeley	SFH							

Access and Deliveries

Early in the discussions with property management, TravelChoice identified site access is available to the program. Because many of these sites were either locked, or as private developments had controls to ensure there was no soliciting on site, it was important to get permission and set expectations for what how TravelChoice would contact residents. This had significant implications for both the initial outreach phase of the program and the delivery phase.

Site access was varied. Open plan developments offered the most flexible options. Outreach and deliveries were made directly to households. Even in developments with open plans where property managers had asked that we not knock on doors, the ability to drop information request sheets at each door saved significant time and money for the program at certain developments. At many locked buildings, deliveries of material were made to the front desk, or the property manager's office and residents would collect them on their way to home.

Material Creation

The materials are a key part of the success of TravelChoice. Because so much transit information is created for a broad market, it often contains too much information, creating confusion among new users. In order to present project-specific, detailed transportation information that spoke directly to participants, TravelChoice created or procured over 161 different informational pieces and incentives.

Despite the large amount of materials, the program aims to provide as little variety as possible, while ensuring that widely needed information was available. Experience and studies have shown that when people are offered too many choices, they become overwhelmed and reluctant to request any information. During phone follow-up, requests for further information, or provision of advanced information were available to ensure that all information needs were taken care of.

TravelChoice materials were selected and created based on their usefulness to assisting in making a transportation behavior change. This required ensuring that materials focus on providing information that people unfamiliar with a particular service would be interested in.

Existing materials related to bus, BART, walking, biking, carpooling and carsharing were reviewed by TravelChoice staff and where existing information didn't meet the needs to the program, new material was developed. TravelChoice staff worked with AC Transit staff to update existing materials such as AC Transit's Bus-riding Basics. BART, carsharing, and bus information created in-house for previous TravelChoice pilots were updated and customized for sites.

In creating new materials, TravelChoice worked with any related agencies to ensure that branding and presentation were consistent between "official" materials and TravelChoice generated materials.

Where possible, materials were offered in PDF form for emailing to limit the need to print and deliver hard-copy material. This was the first pilot project to utilize digital information distribution, saving a lot of money on materials and waste from unused documents.

Materials

Information Request Sheets

Based on the successful design from previous projects, the TravelChoice information request forms were adapted to each development/project area. The forms presented the available information broken down into modes for simplicity. Participants were able to skip modes that they were not interested in .

For the first time, TravelChoice provided the opportunity to fill out a request sheet online. Using the online site, SurveyGizmo, multiple hosted request sheets were created in order to provide the same site-specific information. One of the benefits of on-line data collection is that participants were only presented with the option to receive information for mode types they indicated interest in. This meant that the outreach was specifically targeted to the participant's area of interest.

The information that was collected online, including contact information was collected digitally and easily downloaded and entered into the database.

BART

While BART offers a full booklet of information on using BART, TCNR staff worked with BART's marketing department to provide individual, easily digestible, education pieces that allow program participants to request information that is specific to their needs, instead of receiving a 20-page encyclopedia of information. This included information about purchasing tickets, using Clipper card, bringing bikes on BART, BART's Transit Connections brochure and updated versions of TravelChoice's program specific brochures encouraging weekend BART usage.

Bus

Bus material offered included AC Transit's system map, specific bus schedules, an updated all-nighter bus info for Oakland, and the Free Broadway shuttle bus info for Oakland.

Bus stop maps were created for each of the project areas with stops, destinations and frequency. The maps were given to everyone who requested bus material in order to further identify the community as transit rich and transit as easily accessible and convenient.

Customized bus schedules were created for bus lines serving TCNR sites. Bus routes schedules are small, foldable schedules for one line with return times from a popular destination on that line. On the Information Request Form, participants are asked to identify destinations they would be interested in which are programmed in the database entry form to assign bus lines serving those destinations for delivery.

Carshare & Carpooling

Carshare information was available in multiple locations that have meaningful access to car share pods. This includes a number of development that have an on-site car share pod.

Carpooling brochures were created using 511.org's Ridematch program information to help solo drivers find carpools and vanpools in their area.

Walking & Biking

Walking and Biking material offered included a Safe Biking Guide, local bike classes, how to fit a bike helmet brochure, a bikeway map for Oakland, and the Walking for Health and Happiness brochure created by TravelChoice.

TravelChoice staff worked with the East Bay Bike Coalition (EBBC) to list and offer free bike handling classes in Alameda County. EBBC even offered to hold a bike safety class onsite at the Uptown. A shorter version of the Bike Safety Handbook was selected to replace the bike safety handbook, which was offered in the previous TravelChoice pilot in Berkeley. TravelChoice also worked with the City of Oakland to offer the 2011 Oakland Bikeways map for the Oakland as well as staff from both Dublin and Pleasanton to provide each city's bike maps.

Paratransit & Senior Transit

Materials offered included ACTIA's Access Alameda handbook, MTC's Accessible Transportation in the East Bay guide and BART's Accessibility Guide plus information on local services when available.

Personalize Transit plans

TravelChoice provided point-to-point transit plans for households that requested them. When delivering them,

the materials recommended 511.org as a resource to generate future personalized plans, as well as Google Transit. Visitors who visited the TravelChoice request sheet on-line were given the option to connect to the google transit trip planner immediately as well. The redirect to google maps with their location pre-entered in order to facilitate the creation of a transit travel plan.

Incentives

Based on the success of past projects in using incentives to encourage program participation, TCNR staff worked with local businesses in each of the project areas to provide free coffee or tea to participants. The participating shops were typically within five minute walking distance from the sites.

BART Passes

In order to increase participation in on-site events, \$30 BART passes were raffled off to people who participated. A few of the passes were also used to entice residents to provide contact information, specifically email addresses in an effort to augment the poor access to email contact.

AC Transit Passes

As part of the Berkeley B-TAP outreach, six month AC Transit bus passes were provided to households living in TOD sites in the Elmwood and Downtown area. These passes were provided regardless of participation. In order to qualify, residents could not have access to an AC Transit EasyPass because of the fear that the TravelChoice branded passes would be sold. 651 passes were distributed as a part of the project.

Branding websites

In a program first, goal of the branding websites were created in an attempt to create a sense that each project site is a community that uses the numerous multi-modal transportation choices in their area. Studies have shown that people change their social behaviors based on how they view their community. The branding websites, in concert with the ongoing newsletters and emails, highlight the connection between transportation and the selected development or neighborhood. Each website provides direct access, via phone or email, to TravelChoice's concierge service, which can assist in real-time planning in the use of transportation that is new to an individual. As a secondary benefit, the branding website also provides transportation planning information and connections to other resources and program staff.

Websites for the Uptown and Hayward were developed and launched during the pilot phase. The sites include a locating map which centers the development within the transportation environment that they are located, showing shops, transit options, bike lanes, etc. The branding websites provide a sample of the tools available for planning multiple forms of transportation including walking, biking, bus and BART. Functions also include the option of calculating savings and reduced emission offsets by not driving.

Because extremely low activity on the sites, even after people were redirected to them from the on-line forms, new sites were not created during the expanded pilot. The consultant costs and staff time to maintain were not sufficiently offset through use.

Table: Information Requests by Mode/Type
(percent of households requesting information)

Mode	Berkeley	Dublin	Emeryville	Fremont	Hayward	Oakland	Pleasanton	Union City
BART	28%	71%	38%	63%	80%	63%	73%	79%
Bicycle	33%	47%	37%	39%	33%	46%	67%	29%
Bus	80%	71%	87%	65%	87%	80%	71%	71%
Car Share	13%	0%	16%	0%	0%	15%	0%	0%
General	10%	27%	18%	29%	27%	15%	31%	29%
ParaTransit	16%	12%	10%	33%	20%	21%	10%	24%
PTP	1%	29%	20%	31%	0%	21%	35%	18%
Rail	8%	25%	0%	18%	0%	0%	15%	21%
Walking	48%	55%	30%	63%	47%	41%	58%	42%

Outreach Activities

Outreach activities are the core of the TravelChoice program. TravelChoice and *TravelChoice New Resident* aimed to reduce the personnel costs of past programs, by pioneering new outreach techniques through the use of the web and email, support these techniques via US Mail and telephone outreach, and rely on in-person, in-home visits only when such methods are the only way to connect with a household.

Outreach to Property Managers and Home Owners Associations began in January 2011 and took four months to complete. The delay was the result of scheduling challenges with regular HOA meetings for City Walk and Renaissance Walk and property management issues at the Uptown.

A TravelChoice Service Agreement was initially agreed to by the Uptown Manager in March, but was never signed causing issues when working with other staff in the organization. TravelChoice staff was able to form a positive relationship with The Uptown's event and leasing staff, who worked within their ability to facilitate the roll-out of the program. They were extremely supportive of the program, however the lack of a signed agreement limited their ability to grant direct, personal access to residents. Ultimately, TCNR conducted pre-survey evaluation and launched the program at the Uptown but did so without direct access to residents' front doors.

In working with the Uptown staff, TravelChoice was able to formulate a model for outreach to new residents that included direct contact with households as they moved into the building, providing them with transportation information that they can use in their new home. This will become a key outreach technique in all future sites, as well as an ongoing strategy at the Uptown.

Initial Pilot Phase

Household Outreach for the Initial Pilot phase began in Spring 2011, TravelChoice staff held introductory events and began direct house-to-house outreach via email, mail and phone. Residents were offered incentives from local businesses to take time to discuss their current transportation usage and identify trips they would be interested in considering changing modes for. With the addition of web surveys and mailed request sheets into the outreach, the traditional TravelChoice conversation often occurred in a self-guided manner. At the end of the conversation, each household was offered the opportunity to request information in order to help them make the changes they had identified.

Email

Emails were sent to households that had email addresses in our system. The emails included an introduction letter and a link to the on-line request form. A follow-up email was sent a week later.

Mailings

TravelChoice was introduced to residents through letters of introduction included with an Information Request Form. Mailing to Hayward were sent in early May and to the Uptown in mid-May. At City Walk and Renaissance Walk, the Hayward sites, Massingham & Associates printed an announcement about the program in their residents' newsletter as well.

Phone Calls

TravelChoice staff made follow-up phone calls to households that didn't respond within three days encouraging households to return the request forms or to attend our on-site events.

Events

Kick-off events took place in Hayward in May. We were fortunate to have a very supportive and responsive Property Manager who put TravelChoice in contact with HOA board members at both sites to coordinate the onsite event and whom also attended the event and helped outreach to neighbors.

The Uptown coffee event took place onsite in early June. Residents were engaged at the events about the program, given the opportunity to request and receive info, and were given free incentives including TravelChoice waterbottles and tote bags.

Each event was attended by 15-20 persons.

In-person outreach

In order to augment these events and increase participation at the Uptown, TravelChoice staff made personal visits daily over a period of a week to speak with residents onsite about the program and collect contact information. As TravelChoice did not have access to the Uptown apartment buildings, staff was relegated to doing outreach on the sidewalk outside the building which proved to be unfruitful.

Expanded Pilot Phase Outreach

Outreach in the expanded pilot project began in fall 2011 after pre-project survey work was completed. The expanded pilot was broken into three outreach stages in order to allow TravelChoice staff to plan outreach activities with numerous variations and identify whether there were any differences in the participation rates. The properties for each phase were chosen based on a number of factors including: property management responsiveness (notifying boards, HOA's, corporate offices), scheduling kick-off events, and TravelChoice staff's ability to coordinated outreach efforts in geographically dispersed sites.

Stage I outreach locations were in Emeryville, Union City, Pleasanton, and Oakland while Stage II outreach occurred at sites located in Dublin, Oakland, Fremont, and Hayward. Stage III was Berkeley.

In Stage I, each site had a unique outreach approach using a combination of notices (mailed, dropped-off, posters), in-house newsletter articles or announcements, or emails (announcements or direct outreach) combined with events and in-person outreach. After outreach was complete, the response rate was identified techniques were prioritized by effectiveness. The identified results, after Stage I were as follows:

High Response Activities

- Door-to-door outreach
- Direct communication from Management
 - TravelChoice Specific Email
 - TravelChoice postTravelChoicecard with email following
 - TravelChoice resident referral from Management
- TravelChoice staff consultation onsite with residents

Medium Response Activities

- Door-drop w Management/Official letter
- USPS mailing w/ Management/Official letter

Low Response Activities

- Independent event on-site
 - Brunch
 - Coffee-on-the-go
- Put Info Requests in move-in packets
- Put Info Requests on counter/mailroom
- Offer BART pass giveaway
- Event onsite in partnership w Management (well promoted)
- USPS mailing w/ generic letter + incentive offer
- USPS mailing w/ generic letter + incentive

Ancillary Activities– Good for awareness, but do not drive participation

- Email TravelChoice endorsement w/ other e-news
- Newsletter mention
- TravelChoice Newsletter distribution
- Place TravelChoice poster on message board

Stage II outreach activities were based on the results from Stage I and higher response activities were employed and low response activities were either ignored or used in combination with high response activities. These activities are discussed in detail by activity.

Outreach Methods

Management Outreach

As part of the pre-project set-up, each site was asked if they would work with TravelChoice to notify their residents using all of the means of communication they employed (email, enews, newsletters, letters, online and onsite bulletin boards, website posting, tenant and HOA meetings, events). The participation level by property managers ranged from strong and active, to nearly non-existent (despite promises) which increased the amount of energy TravelChoice needed to employ to ensure that activities were occurring.

Management outreach ran the gamut of option. Sites ran notices in their monthly newsletters; six sites sent residents an e-blast to their email lists; while at eight sites management personally dropped a letter off to residents about the program along with the Info Request form and; five property managers wrote a letter on the management companies letterhead to their residents notifying them of the program.

At the properties with a Resident Service Coordinator, namely RCD sites, the managers acted as representatives for the program by making personal recommendations to residents who they thought would benefit from the program. Residents were directly invited to participate by the Property Manager and given an Information Request Form or the contact information for the program. This personalized attention was a very effective method of outreach. Those sites had higher rates of participation at 40% response rate (Fox Courts and Oxford Plaza).

Notices

Working with property managers, TravelChoice posted notices at all of the non-Berkeley properties. In Berkeley, the notices were posted only at locations where events were held, because there were outreach personnel going to door-to-door, the need for posters was determined to be unnecessary. Notices were posted on bulletin boards, in the mailroom, or in the elevators, based on input provided by staff.

Events

Events were held at twenty-one sites throughout the County. These ranged from attending tenant or HOA meetings to having a catered breakfast onsite to tabling events. In order to boost participation and test outreach techniques, TravelChoice continually tried different iterations of the events.

On Site meet and greet

The majority of these events were held in conjunction with property management. In general, kick-off events were advertised the week before and held on a Saturday morning where food and beverages were provided. TravelChoice staff filled out Information Request sheets with residents and answered questions about the program and about transportation options in the area.

Property managers recommended these events as the best way to reach their tenants, however most morning events were not well attended. Evening events were better attended and events that were held in conjunction with large community-sponsored events (ie. community-wide breakfast). In all cases, managers tended to overestimate the anticipated attendance by about two-fold.

Two-day transportation consultation

TravelChoice found that the most successful event set up—about twice the participation of the standard property management brunch event—involved setting up for two consecutive evenings in the main entrance of a development and offering to help people request information and provide personalized transportation consultations. The success of these events appears to be based in the ability to tell residents that staff would be back the next day if they didn't have time. This lowered the pressure that residents felt, and reduced the “surprise” they felt on the second day. People who were in a hurry on day one would often have time to talk on day two. Furthermore, many residents committed to return the second day “when they have more time” and therefore were less likely to walk past a second time.

Tabling

In a variation on the two-day transportation consultation, TravelChoice staff tabled at the main entrances of seven buildings in Berkeley where door-to-door outreach was not permissible. Residents were invited to participate and often given coffee incentives and requested materials at that time. These events were highly successful and resulted in 452 bus passes being distributed and 154 requests for information, with an average participation rate of 36%. The availability of free-bus passes helped to boost participation. Passes were not used as a program incentive, they were an add-on and made available to anyone who lived at the building and did not have an EasyPass through UC or the City of Berkeley.

Mailing

US Mail was a key component of the *TravelChoice New Residents* program. Households were mailed introductory letters, announcement postcards, information request sheets, and in some cases requested information. Combinations of mailings were used at various sites to test the effectiveness of varying mailings. The rate of return from developments that only received their information via direct mail was less than 5%. At these few sites, there was very little difference in response rates based on who the letter was signed by.

Introductory Letters

Introductory letters were used to explain the program, and increase participation. TravelChoice used a number of variations in these letters, including having them signed by elected officials, property managers, and the TravelChoice Program Director. Additionally, some letters highlighted the local program incentives and the local business that was providing it. The response rate for introductions that came from the property manager had a slightly higher rate of return, while introductions that came direct from the program were less likely to be returned. However, the difference in rates was low.

Announcement Postcards

Ten sites received a postcard announcing the program two to three days before a letter or email arrived with the Information Request Form. The postcard was nothing more than the TravelChoice logo and a brief, three-sentence explanation that they would be learning more about the program. Postcards were mailed to or dropped at the door of households in order to create awareness of the name. The hope, which was borne out in the response rate, was that people would be more likely to respond to the introductory letter and information request sheet if the program seemed familiar, even if they knew nothing about it beyond a sense of familiarity. Developments that received the announcement postcard saw return rates of 8%, about 50% higher than the rate of return at developments that didn't receive the postcards.

Information Request Sheets

In Stage I, Information requests mailings took place after events were held and households that participated at the event were removed from the mailing. In stage II, given the smaller returns from mailings, the mailings occurred before the events on the assumption that they would create additional brand awareness and interest in the events.

In Berkeley, mailing only occurred in locked buildings where tabling took place but door-to-door outreach was not permissible. Following tabling, residents who did not speak to staff onsite were sent an invitation to participate within one week of the tabling event.

Emails

Emails were used in the same manner described under Mailing. Because of rules related to use of company email systems and the issues related to email-address collection discussed above, there use of email to widely disseminate information request sheets was limited. Four sites sent an e-blast with a dedicated TravelChoice announcement notice. One site, Hillside Village, even sent a development-wide text announcing the program.

Two sites sent out emails that were written by TravelChoice staff and invited people to participate in the program. These two sites, Archstone Hacienda and Elan both in East County, saw significant participation in the online information request sheet. At a third site, Archstone Emeryville, the property manager agreed to send a similar email. Despite assurances that the email was sent, the on-line request sheet for Emeryville say no activity and it is believed that the email either never went out, or was not delivered..

Online Requests

SurveyGizmo.com was used to create an easy to use on-line information request sheet.

As with the physical request sheets, every site or development had a unique on-line request form in order to offer only the information that was appropriate for the site. This allowed for easy tracking of responses.

Each URL had a simple to use shortened address that allowed for easy presentation on physical materials. The link for the appropriate online request sheet was included in all emails, as well as on the physical request sheets and in all letters and posters.

It became quickly apparent that while some physical request form recipients used the on-line version, nearly all of the on-line activity occurred based on electronic communications. After the property manager at the 491 unit Archstone Hacienda sent out an invitation to participate, 18% (87) of households logged on to the on-line survey within 24-hours of the email being sent. Interestingly, while most visitors to the site clicked through the

entire survey (about 4-5 pages), a large number quit the survey when asked to give their contact information for material delivery.

Online request for information were highest at the six sites that an e-blast or e-newsletter was sent including the url for the website with responses ranging from 44- 76% of all responses for those sites. Online participation represented 60% of the total responses at developments that received a link to the site via email. This is in contrast to a 20% share of response from remaining sites that did not have a link emailed to them.

Door-to-Door outreach

Door-to-door outreach occurred in a variety of ways. Outside of Berkeley, it was limited to the distribution of announcements, letters and information request sheets. TravelChoice staff, or in some cases property managers, left the letters, announcement postcards and/or information request sheets at the front door of every household in the development.

In Berkeley, five neighborhood outreach staff were hired to go door-to-door in the Elmwood and downtown Berkeley areas. Every block was visited twice, and TravelChoice conversations had with all households that were home. If a household was not contacted during these two visits, an information request sheet was left along with a letter introducing the program and inviting participation. The personalized, intensive outreach in Berkeley made it the most successful outreach in the program.

Outreach staff went through training and did outreach over a two-month period in the spring of 2012. Outreach personnel were out in the community six to seven days a week over this entire period.

Refer-a-friend

During stage I, as it became clear that events had a meaningful, but limited impact on outreach, TravelChoice devised a “refer-a-friend” program in order to encourage participants to tell their neighbors about the program and encourage them to participate. The idea was based on the fact that the program received a number of phone calls from people who had seen their neighbors with a TravelChoice bag and had heard about the program from them, but had misplaced their information request sheet and wanted to participate.

A couple of variations were tested. In both residents were given a packet with five specifically identified Information request sheets and instructions. The identification on the request sheet allowed us to identify who the referrer was and a reward of \$5 cash or a \$5 bus pass was promised to anyone referring three to five neighbors.

In one variation, people at events were asked if they would like to participate after they had completed their request sheets, a few people agreed to take part. In the other, refer-a-friend information was included in the information that was delivered to the household. There was no documented referrals using this program and it was not continued into the second round of outreach.

Table: Response rates by City

	Berkeley	Dublin	Emeryville	Fremont	Hayward	Oakland	Pleasanton	Union City	Total
Contacts	5460	696	1461	1059	123	1120	491	625	11035
Conversations	1809	54	113	51	16	98	52	38	2231
Conversations per contact	33%	8%	8%	5%	13%	9%	11%	6%	20%
Deliveries	893	51	89	51	15	98	52	38	1287
Deliveries per conversation	49%	94%	79%	100%	94%	100%	100%	100%	58%

Ongoing Communication

TravelChoice New Residents aimed to communicate with households in an ongoing manner in order to maintain contact with households, help solidify changes in the travel behavior and create and strengthen the perception that households in the project sites live in a community that is mindful about their transportation choices.

News updates

TravelChoice provides news updates to households that have requested information for a given transportation option, making sure that households are kept apprised of changes in the transportation environment. This includes updates on AC Transit fare increases and changes to the Broadway shuttle (sent to people who asked for bus information), new car share services (sent to people who requested car share information), etc. This was particularly useful to households during the multiple schedule changes at AC Transit, Wheels and VTA in the fall of 2011. TravelChoice was able to connect households that had requested information related to the changes with information about the upcoming changes.

In addition, while collecting information, TravelChoice offered the option to opt-into emails from AC Transit, BART and TransForm in order to receive information about changes to services, planning, etc.

TravelChoice Newsletters

The TravelChoice newsletter works to build a stronger relationship with participants, reinforce travel mode-choice as a core community value, and provide up-to-date information on transportation services and planning tools. Newsletters are site specific with information tailored to each pilot site. Newsletters are sent via mail and email to all residents and this initial newsletter was geared toward increasing participation with a lead-in about the program and its benefits.

Newsletters were sent in June and July and September and highlighted the program, incentives, tools for planning car-free hiking in the Bay Area, and featured a resident who had requested information from TravelChoice and used it in making a transportation change.

As both the challenges of expanding the program and our understanding that the newsletters were not being read grew, the decision was made to focus staff energy on outreach.

Concierge Service

TCNR set-up a concierge phone service with a direct phone number that is listed on all publications, in phone messages and on the branding sites. Like the county's Guaranteed Ride Home program, the concierge service is a safety-net for participants who are concerned they may have questions about transit services and other transportation options, but no simple way to address them. As expected, the majority of phone calls occurred

in the beginning in response to events being announced and phone outreach. While not heavily used, about 5 call a week were received throughout the program, the concierge phone-line continued to be used by residents throughout the entire program and provided an additional, high-value resource for the program.

Additionally, TravelChoice set up an email address in order to offer multiple methods of contact. The email was listed on all materials. Over the course of our 18 month outreach, the email was not used once. TravelChoice staff tested the address once a month to ensure that emails were not being lost. The contact appeared to be generated from the letters and information request sheets that were received. It is likely that individuals reading a piece of paper found it more convenient to just dial the number than to go to their computer (or use their phone) and send an email.

Material Delivery

All of the material request forms collected in person, via mail or online were entered into the TravelChoice database. This database was then used to track requests, send emails and generate reports to enable the creation of individual packets of information were created.

Some documents, like the bus maps, were determined to be better provided in hard copy. Once a household had requested information, the TravelChoice database determined which information was available electronically and which was only available in physical form. Households who provided an email contact would receive an email, typically within 48 hours, of the digitally available information that they requested.

In order to avoid sending emails with long lists of attachments, the selected electronic materials were collated and combined into attachments based on mode. For example, all BART materials, that were requested, would be combined into an attachment titled "BART information." These attachments still maintained TravelChoice premise that households should only receive information that they are interested in and directly request. Each attachment was specifically created for the household ensuring that each household received a unique set up electronic documents.

All households that requested information received a TravelChoice bag, whether their requests were filled electronically or not. However, reducing the need to put together every individual information packet by hand significantly reduced the amount of work that TravelChoice office staff needed to provide, freeing up time for outreach and work with property managers.

In most buildings, access to deliver residents information was established beforehand and this determined the type of delivery. At some sites, TravelChoice tote bags with the information that residents request was left with the leasing or property manager office and residents would pick them up from there. At sites where this was not required, access to the buildings was granted so items could be delivered to residents doors.

Because of the spread-out nature of the sites, literally throughout the county, a full day was still needed to make all the deliveries to sites that were so dispersed.

Follow-up and Redelivery

After receiving their electronic and physical materials, households received follow-up phone calls from TravelChoice staff in order to confirm they received everything that they had requested. Staff also took the opportunity to offer encouragement to encourage each household to take the next step and act on the information they had requested. In many cases, people had already tried out alternative travel modes.

More than in past pilot projects, the follow-up calls were important in order to ensure that households had received the electronic copies of the materials. With spam filters and people receiving large amounts of email, the follow-up calls identified households who had not realized that their electronic information had been received. The calls also helped to identify people who wanted to receive information physically. For these people, either a second delivery without a bag, or a mailing would deliver the physical copies of their materials within a couple of days.

Post-Project Surveys

After all TravelChoice outreach activity had completed, households in each project area were sent a second travel survey similar to the first. This diary was used to measure the actual change in travel behavior.

Households were again asked to identify the number of trips they had taken in the day before responding, and what the split was between them as driver and passenger. Additionally, respondents were asked to self-report where there had been a change in their use of non-automobile modes.

For the post-project survey collection, a process similar to the pre-project survey was used. In the end, TravelChoice received valid post-project surveys from 767 people.

One of the issues with conducting travel surveys is identifying “carpools” as the term is very subjective, especially amongst the general public. Is a parent with two toddlers in the car a carpool? Spouses travelling together? Is a carpool 2 or 3 people? Etc. In order to avoid this confusion, the FHWA’s travel diary best practices report, which TravelChoice relies on to design our surveys, recommends using “Car-as-Driver” and “Car-as-Passenger.” In order to reduce VMT and auto trips, it is driving that the program is looking to reduce and this data collection allows the most accurate picture of that metric. Car-as-Driver simply identifies whether a trip in an automobile, or truck, van, etc. was made as the driver or a passenger.

The results of post-project travel surveys, conducted after the outreach was completed, surpassed initial projections when compared with the pre-project travel surveys. Car-as-Driver trips were reduced more than 11% and statistical analysis found this data to be statistically significant, combined with a reduction of over 5% in auto-trips, it shows that TravelChoice was successful in reducing the trips it aimed to reduce.

These results were within the upper-mid range of similar projects conducted in Australia, Europe, and the U.S. over the past decade.

Group	Pre-Project Survey	Post-Project Survey	Change due to TravelChoice
Mean (# of Car Trip as driver)	4.27	3.78	-11.5%
N (number of responses)	1183	767	

(p value =0.0408, change is statistically significant).

The full survey group includes households that went through a range of interventions, including households that ignored all mailings and communications and effectively had no contact with the program. In order to identify whether the full intervention, including delivery of materials and follow-up calls, was successful, a second analysis consisting of surveys only from households that participated at this high level was performed.

The second analysis found that households that fully participated in the program had a significantly higher reduction in their driving at 19.6% reduction. This change was also found to be statistically significant.

Survey results for high-level participating households

	Mean Trip per respondent (before)	Mean Trip per respondent (after)	Change in mean trip per respondent	Change in trip per respondent
Car Trips As Driver: with participation	4.84	3.89	-0.95	-19.6%
Number of responses	224	323		

(p value =0.0404, change is statistically significant).

These results confirm that the TravelChoice outreach was effective in changing people's transportation mode use and reducing the amount of driving that individuals were engaged in.

The responses to changes in mode-use suggest that these shifts to walking, transit and bicycling. 16.9% of people who participated in the full program, identified that they were walking on more trips, 8.3% reported using transit more, and 2.6% reported biking more. These results are relative to the reported changes in use by people who did not actively participated in the program. In comparing these two response groups, we can control for external factors such as weather and gas prices.

Additional analysis of the data based on land use show that these changes were present across each of the Land Use and Development types. However, it is important to note that the differences in changes between the various land uses are not significant, so while the data supports the idea that mode-shift is present in Suburban, Urban and

Place Type	Change in Car Trip as driver
City Center	-6.0%
Mixed Use Transit Corridor	-6.5%
Regional Center	-32.6%
Suburban Center	-14.2%

The same caveats exist for the Development type data, the differences between types are not statistically valid. But the breakdown supports the trends toward reducing Car-as-Driver trips across different development types.

Development Type	Change in Car Trip as driver
MultiFamily	-20.7%
SFH	-1.5%
Townhouse	-13.5%

Lessons learned during the pilot program and recommendations for future programs

This pilot project required TravelChoice staff, especially Program Coordinator Tamira Jones and Program Associate Susan Nguyen to be extremely flexible, creative and patient, which they were, and it paid off. The report is a testament to the amount of work, tooling and re-tooling of methodologies and willingness to roll up their sleeves and jump in and get the work done that allowed what was a disappointing initial pilot program to be a successful overall program.

The provision of the initial pilot phase, and the subsequent organization of the expanded pilot into multiple stages allowed TravelChoice staff to identify factors that had significant impacts on program participation and make changes during the program to increase the efficacy of the outreach. Significant issues that arose in the initial pilot phase were addressed in the interim report, but the lessons are integrated into this final report.

The overall challenge of the initial pilot phase was low participation, especially at The Uptown. The active participation of the project management company and HOA Board appears to have had a significant effect, from 16% where there was full buy-in from management, to 5% where the program was delayed and did not have the full cooperation of the community manager. Across the entire initial pilot phase, participation was only 6.2%. Adjustments to our methodologies and an increased focus raised the participation to over 20% and the number of requests for information to 12%.

The overarching lesson learned, based on the data collected, is that TravelChoice, as a methodology, is a useful tool in a variety of development types (from single family homes to multifamily TOD, and in-between) and that the positive results appear to be consistent across a multitude land uses (from Fremont, to Dublin to Downtown Oakland and Berkeley). In the end, there was no data in the survey results that would indicate that a well-run TravelChoice like project would be inappropriate in areas that have solid access to multiple transportation options.

The only issue raised by the variation in project sites was the increase in work-load caused by having so many sites. Working in eight cities provided a lot of experience and information, but required the development of many multiple, nearly redundant systems, from request sheets, to on-line collection sites. The amount of information needed to develop and keep updated increased, as did the local agencies and partners. Material deliveries ended up spread out across the county, and while the staging of the various cities to ensure that the majority of activity in any given municipality was concentrated, on-going outreach in all of the areas meant that on any given week, deliveries could be needed in 2-4 area of the county necessitating a lot of staff travel time to ensure timely deliveries.

Future projects should look at consolidating their sites and mindfully expanding to ensure that new sites will not negatively impact the service levels offered in existing ones.

Major aspects of the program that were found to have a meaningful impact on the effectiveness of the programs outreach included relationships with property management companies (and the ability to rely on their follow-through on needed aspects of the program), access to digital contact information, site layout and it's impact on outreach.

Property Management Relationship

After the disappointing initial rollout, it was clear that one path to a strong program was more involvement of the property managers. After our initial discussions, it was apparent that property managers were concerned that TravelChoice would result in additional work amidst their busy workday. TCNR retooled its introductory messaging to highlight that all the work would be done by TravelChoice staff who would work with managers to allow them to present the program as an in-house program. The resulting interest in the program was significantly more enthusiastic. And the final response rates indicate that the more involved the property manager, the higher the participation rates.

Property managers who confirmed their participation in the program had wildly divergent involvement in the process. A significant issue that will need to be addressed in any future, permanent program is one of program follow-through and monitoring to ensure that the property manager commitments are being completed as designed. *TravelChoice New Residents* provides strong support for the need of direct involvement of property management companies in any program that does not involve outreach personnel and therefore ensuring compliance by property managers is extremely important.

In working with the Uptown staff, TravelChoice was able to formulate a model for outreach to new residents that included direct contact with households as they moved into the building, providing them with transportation information that they can use in their new home. This became a key outreach technique in all future sites, as well as an ongoing strategy at the Uptown.

However, tracking which residents were new was virtually impossible. Despite nearly every property manager offering to include the TravelChoice information request sheet in their welcome packet, including the online URL, there is no way to know which responses came in as a result of that contact. It is assumed that some of the new requests that came in weeks or months after initial outreach, but this is purely speculation due to privacy issues connected with resident information.

There is a need to have strong compliance checks

A further example is the Archstone Emeryville, who agreed, like Archstone Hacienda, to send out a TravelChoice provided invitation to participate in the program. Where Hacienda say a 20% response, not one website visit occurred from Emeryville. The property manager did not copy us on the email that went out, which leads us to believe that the invitations were not sent.

Further confounding the issue is the fact that we attended a community event on site, where we offered to give-away a \$30 BART ticket in a raffle (while offering information request sheets). On three separate occasions, the winner of the card asked to replace it with a \$2 candy bar. This gives some credibility to the idea that residents at Archstone Emeryville are not interested in their transportation options. In the end, despite mailing physical request sheets to all residents, only one request was received from the entire community. Response rates from neighboring developments in the same area of Emeryville suggest that there is something unique about this particular development, but it highlights the inability to accurately understand what work has or has not, occurred.

Property Manager turnover necessitates training

In the course of the implementation of this project, the property managers at a number of sites changed, in the case of The Uptown, we had four separate contacts (two of which were interim, one of which was in LA and never returned a phone call or email) for the property. The need to continue and introduce the program was

not debilitating, but it highlighted the need for a permanent program to have institutional buy-in and a training program associated with it based on the particulars of its implementation needs.

Connecting the program to high value incentives helps the involvement

The provision of six-month bus passes for TOD residents in Berkeley created significantly more enthusiasm in our offering the program. Property managers were able to see the direct benefit to their residents in providing the passes, and once the ice had broken, had no problem with the full TravelChoice program being offered.

Digital Contact information

Where *TravelChoice New Residents* was able to communicate directly to residents electronically via email, the assumptions for the program's use of electronic outreach was mostly validated. The initial assumptions of the program were that contact emails would be as readily accessible as household phone numbers, this proved to be very incorrect. As a result of the federal CAN-SPAM law, email lists are difficult to obtain, and from the few companies that provide them, they are highly incomplete. The result was that TravelChoice rarely had access to the emails of households it hadn't already communicated with.

In the expanded pilot phase, it was hoped that property managers would provide either the contact lists (highly unlikely to begin with, and that skepticism was found to be valid) or at least access to the lists by sending the communications on the program's behalf. With very few exceptions, TravelChoice was unable to make this happen because of corporate rules. Any future program, especially one that works with new developments to provide a TravelChoice-like program as mitigation, needs to require full integration of the program into the property management in order to ensure high participation.

Communication

Communication methods had a clear impact on participation rates, a number of lessons were identified during the course of the pilot program.

Property Managers providing direct outreach

At the properties with a Resident Service Coordinator, namely RCD sites, the managers acted as representatives for the program by making personal recommendations to residents who they thought would benefit from the program. Residents were directly invited to participate by the Property Manager and given an Information Request Form or the contact information for the program. This personalized attention was a very effective method of outreach. Those sites had higher rates of participation at 40% response rate (Fox Courts and Oxford Plaza). While this was a circumstance specific to a low-income housing provider, it suggests that if a property manager were to fully integrate the program into their management efforts, high participation would be likely.

Email from Property Managers

In the initial conversations with property managers, discussions about communicating with residents included the option of the property manager providing that conduit, often times it ended up being simply a small mention in an email newsletter that was only sent quarterly (or may never have ended up being sent).

Where the program was successful in having a property manager send the information directly, for example, Archstone Hacienda in Pleasanton, the response rate was about twice the response rate in areas where no email assistance was available from property manager. And the online participation was a significant part of the response, lessening the need to collect and enter physical data.

Email availability has a significant impact on the program and future programs that will not be relying on outreach personnel should identify how they will connect with households electronically.

Events

As discussed in the Events section, TravelChoice held many events in many configurations. Many of the events, especially early in the pilot program, were designed based on input from property managers. It was quickly noted that morning events were not well attended. While other types of events that property managers

typically hold may work well at this time, it was clear that there was no interest in discussing or learning about transportation options on mid-weekend mornings.

As TravelChoice staff tried new event set ups, it was quickly discovered that most residents feel they don't have time to stop and talk and transportation in the morning and that not even free coffee is enough to slow a morning commuter. This held true in the main entrance to a building, in the parking garage at the elevator, on the walkway to the BART station. Time and again, TravelChoice staff was greeted with "sorry, no time" and contact was low.

While it is likely that this is because more travellers plan their commutes with as little flexibility as possible, and therefore reaching out to people at the beginning of their trip finds them in a place where they feel they have no time to lose. No matter what the reason, morning interventions were not overly successful no matter where they were held.

TravelChoice finally found a successful model by holding event in the evenings from 4-8:00pm over two successive days.

One of the tenets of TravelChoice is that people are interested in using a variety of transportation options, but are not interested in spending the time to learn about the options that they might be interested in.

TravelChoice showed that direct intervention is an important part of this program, inviting people to come meet you is not direct enough, and that any interventions should be as people are returning home, and people should be given the flexibility of multiple days to meet and go through the TravelChoice intervention.

Introduce the Program Early from known, credible individuals.

TravelChoice achieve a 12% response rate in both our pre and post survey mailing. After the low-response in the initial pilot phase, the program outreach timeline was altered to allow for a separate letter of introduction from a local official, or building management, to be sent announcing the program similar to those that were sent from Alice Lai-Bitker, Bill Quirk and Rebecca Kaplan in our pre-surveys.

Despite this adjustment, analysis of the response rate from households that received no additional contacts from property managers or TravelChoice staff showed that the rate of response was significantly lower for the program outreach than the survey. Two likely factors in this difference are the \$2 incentive that was offered for completing the survey and the extremely simple survey design. It is not proposed that TravelChoice offer cash as an incentive for participation as it may skew the participation in the program. Similarly, the simplified survey design does not lend itself to the needs of the outreach program, but is an important lesson regarding the effect of design simplicity and response rates.

Additionally, the inclusion of an announcement postcard appeared to have a meaningful impact on the participation rates and future programs should include this as a required aspect of the program. Interestingly, TravelChoice did not find a significant difference between mailing and leaving the postcard at the door of households

Prioritized outreach table should be read with caution for future

The prioritized outreach techniques table was developed for the TravelChoice New Residents pilot program and was an extremely useful tool. However, in planning a future project, especially a permanent one, interventions such as "Put Info Requests in move-in packets" which had a low impact in a program that rolls out to an entire development at once, might be a very important and high impact tool in a program that seeks to bring people into the program early and is only having new contact with households when they move in. The chart should in no way suggest that they low-impact interventions are low-impact at all times.

Electronic presentation of materials

For the first time, TravelChoice provided much of the information that it delivered to participating households electronically. Over 50% of households that requested information received information digitally via email. At

the beginning of the pilot project, it was unknown how this decision would affect the behavioral changes that similar programs had seen. The results identified above indicate that the electronic provision of information to people who request it is useful and does not have a negative impact on TravelChoice's outcomes.

Website and ongoing communications

Collection of on-line requests

Additional work should be done on ensuring that participation in the online information request forms doesn't stop abruptly when people are asked for their contact information. As households have provided this information without issue in past programs, this does not appear to be an issue with what information is being requested. Since past programs have collected this information with in-person outreach, this indicates that on-line collection needs special attention. It is possible that people have become so concerned about spam and viruses online that they are loathe to blindly enter their personal information into a website, even if it has been sent to them from a trusted source.

In order to address this issue, future programs should find language that can be included in the initial communication from the property manager about the need for both email and physical addresses to receive the info. There may also be technological fixes that would allow a future website to automatically capture the email address of the participant based on who the invitation email was sent to.

Program site websites

As mentioned above, the individual program websites which were initially envisioned as a core part of the project, were not used or visited. Given that even people who were redirected to these sites from their on-line surveys spent no time on the site, it is assumed that there is little value in them. However, many of the developments that we worked with have resident web sites and portals, and any future program that works with specific developers should work to include messaging, and even a webpage, into these sites that help to brand the community as a multi-modal one with many options. These recommendations are the same for any social media strategies, which should be integral to the developments overall strategy, as opposed to a stand alone.

Increase Outreach Personnel

After the initial pilot phase, it became clear that there might be a benefit to using on the ground outreach staff as a last line of communications for households that have not responded. However, the nature of most of the developments that we worked with made this unrealistic. For example, despite the promises of support from three separate property managers at The Uptown—there was high turnover in the Property Manager position over the 18 months of the program—managers were unwilling to allow TravelChoice staff into the buildings to knock on doors or even distribute information. All communications needed to be via mail, or during intercepts on the sidewalks outside, an action made difficult by the fact that most Uptown residents accessed their buildings via their underground garages, providing an extremely limited pool of possible participants.

However, thanks to funding from the City of Berkeley, *TravelChoice New Residents* was able to hire outreach personnel, who proved that in-person intervention still has the highest rate of participation. For future programs, this is an important component to include, ensuring that programs don't attempt to be completely automated or passive, it is the direct contact of real people that helps to make the impacts that TravelChoice has shown.

Next Steps and future programs

The *TravelChoice New Residents* pilot program was designed to emulate, as much as possible, a permanent program that would be integrated into the business model of a future development. This would likely be instituted as a part of the project approval process as mitigation for future impacts. Because of constraints outside the control of the project, including the need to spend grant money within two years and a continually sluggish economy, *TravelChoice New Residents* developed a project that was implemented in existing developments, which necessitated working with property management companies and representatives who had little buy-in to the program.

TravelChoice has produced program guidelines that incorporate all of the lessons learned in this past pilot program and integrate them into a project that could become a permanent program in the Bay Area. These guidelines are attached as an appendix.

Appendix

1. Information Request Form (sample)
2. List of all Materials

PERSONALIZED TRIP PLANNING

For your convenience, we can provide you with a personalized travel plan for a specific trip of your choosing. Please fill out the information below with as much detail as possible in order to insure that you receive the most useful information:

1. Where are you starting your trip?

Provide physical address or intersection/city

2. Where are you going?

Provide address/city or intersection/city

3. Day of the week

4. Departure Time

OR Desired Arrival Time

7. Trip Choice

☐ Transit (Bus and Bart)

☐ Bike

FUTURE INFORMATION

To receive updates from transit providers or local transportation groups, be sure you gave us your email (under Contact Information) and select the type of information you'd like to receive. You can unsubscribe at any time.

- ☐ General Biking, Walking and Transit Issues
- ☐ AC Transit Updates including changes in schedules, fares and routes.
- ☐ BART Updates via MyBART program qualifying members for free and discounted tickets to local events.

QUESTIONS?

Call TravelChoice at

1-800-842-6786

travelchoice@travelchoiceinfo.com



TRAVEL CHOICE



OPTIONS THAT MOVE YOU

BERKELEY RESIDENT

Start saving money and time today!

Fill out this form and drop it
in the mail for **FREE**
resources to get you where
you want to go.

SAVE TIME- FILL IT OUT ONLINE!

<http://Berkeley.TravelChoiceInfo.com/choices/>

NAME

ADDRESS

BUSINESS REPLY MAIL

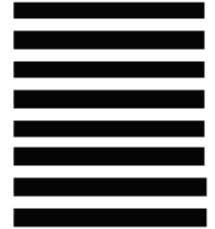
FIRST-CLASS MAIL PERMIT NO. 140 OAKLAND CA

POSTAGE WILL BE PAID BY ADDRESSEE

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436 14TH ST STE 600
OAKLAND CA 94612-9983



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NECESSARY
IF MAILED
IN THE
UNITED STATES



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Save more MONEY & TIME on your transportation choices.

Check the boxes ☒ below for FREE information

BUSES

- ☐ **Bus Riding Basics**
Includes info on bus riding tips, fares, and how to buy tickets.
- ☐ **Local Bus System Map**
Complete map of bus routes from San Pablo to Oakland, including Alameda and Berkeley.
- ☐ **All Nighter Bus Service**
Transit now connects San Francisco with the East Bay all night long.

Schedule & fares made just for you

Bus timetables and local stop guides for lines that serve the destinations you choose.

Check off destinations you are interested in:

- ☐ Berkeley, downtown
- ☐ 4th St Shopping
- ☐ Alta Bates Med Ctr.
- ☐ Berkeley Marina via University Ave
- ☐ Rockridge BART
- ☐ Oakland, downtown
- ☐ Lake Merritt
- ☐ San Leandro via International Blvd

MULTI-TRANSIT FARE CARD & PLANNING LONGER TRIPS

- ☐ **All-in-One Transit Card**
A convenient and secure way to manage all your major transit fares-in a single, reloadable card.
- ☐ **Discount Transit Card**
Youth, seniors and persons with disabilities are eligible for reduced fares on public transit, now with one card.
- ☐ **Transit Connections Guide**
Information on time and money saving transfers from BART to other transit systems.

BART

- ☐ **BART Tickets**
The ins and outs of getting in and out of BART.
- ☐ **This Weekend, Take BART & You're There**
Hate sitting in traffic? A guide to avoiding traffic hotspots while you're out enjoying your day or night.

CARPOOL/CARSHARE & CAPITAL CORRIDOR

- ☐ **Car Share Basics**
Use a fuel efficient car or truck located near you when you need it and pay by the hour. Includes a locator map of vehicle locations in Berkeley.
- ☐ **Bay Area Ridesharing Guide**
Your guide to a free service that helps solo commuters find other drivers who want to carpool or vanpool to work.
- ☐ **Amtrak's Capital Corridor**
Enjoy the ease and comfort of Amtrak's service between Sacramento and San Jose.

SENIOR TRANSPORTATION & PARATRANSIT

- ☐ **Accessible Transportation in the Bay Area**
A complete guide to connect people with the transit they need.
- ☐ **BART Accessibility Guide**
Highlights special fares, station attributes, boarding, and connecting transit options.

BICYCLING & WALKING

- ☐ **Safe Biking Handbook**
A guide to safe biking practices to help you enjoy hitting the road on two wheels without worry.
- ☐ **Guide to Fitting Your Bicycle Helmet**
An easy-to-follow guide to wearing a helmet correctly.
- ☐ **Bicycles on Board AC Transit**
A guide on how to properly load your bike onto AC Transit's buses.
- ☐ **Bikes on BART**
Make your bike part of your commute today.
- ☐ **Bike Lockers on BART**
Safely lock your bike at Berkeley BART stations.
- ☐ **Free Bike Handling Classes Near You**
- ☐ **Walking to Health and Happiness**
Turn your short trips into wellness opportunities with ideas from this helpful guide.
- ☐ **Free 12oz. Waterbottle**

YOUR CONTACT IS IMPORTANT

Please include your contact so TravelChoice can deliver the information you have requested.

Email: _____ We need your email to deliver the material you asked for.

Name: _____

Mailing Address: _____

Apartment Number: _____

Phone: _____

Your contact will not be shared with anyone and will be used solely to ensure you have received the information you want.

TravelChoice Materials available for Emeryville

Mode Type	Name	Source
BUS	AC Transit Bus Riding Basics	AC Transit
BUS	San Pablo to Oakland AC System Map	AC Transit
BUS	All Night Flyer	TravelChoice
BUS	All about Clipper	MTC
BUS	Bus stop map for Christie St, Emeryville	Created In House
BUS	Bus stop map for 40th St, Emeryville	Created In House
BUS	Bus stop map for 65th St, Emeryville	Created In House
BUS	Emery Go Round Guide	Emeryville Business District
BART	BART- This weekend, take Bart & Your there	TravelChoice
BART	Tickets on BART	Created In House with BART
BART	BART- Transit Connections	BART
Walking	Walking for Health and Happiness	TravelChoice
Walking	Waterbottle	
Biking	Bicycle on Board AC Transit	AC Transit
Biking	2011 Bikeways Map	City of Oakland
Biking	Safe Biking Quick Tips	Bicycle Transportation Alliance
Biking	Fall Bicycle Classes Brochure	Created In House
Biking	A Perfectly fitted helmet	Dept of Health
Biking	Bikes on BART	Create In House w BART
Biking	Bike helmet- Spanish	
CarShare/Carpool	Bay Area Ridesharing Guide	TravelChoice
CarShare/Carpool	Car Share Basics Emeryville	Created In House
Senior/ParaTransit	BART Accessibility Guide	BART
Senior/ParaTransit	Accessible Transportation in SF Bay	MTA
Senior/ParaTransit	Access Alameda English	ACTIA
Senior/ParaTransit	Access Alameda- Spanish	ACTIA
Senior/ParaTransit	RTC Discount Card	Created In House
Train	Amtrak Capital Corridor	Created In House
Customized bus schedules	26	Created In House
Customized bus schedules	31	Created In House
Customized bus schedules	49	Created In House
Customized bus schedules	72 S	Created In House
Customized bus schedules	72 N	Created In House
Customized bus schedules	72 N	Created In House
Customized bus schedules	C W	Created In House
Customized bus schedules	C W	Created In House
Customized bus schedules	F W	Created In House
Customized bus schedules	F E	Created In House
Customized bus schedules	F W	Created In House
Customized bus schedules	F E	Created In House
Customized bus schedules	J E	Created In House
Customized bus schedules	J E	Created In House
Customized bus schedules	J E	Created In House
Customized bus schedules	J W	Created In House
Customized bus schedules	J E	Created In House
Customized bus schedules	J W	Created In House
Customized bus schedules	40th st to Rockridge	Created In House

TravelChoice Materials available for Pleasanton

Mode Type	Name	Source
BUS	All about Clipper	MTC
BUS	Bus stop map for Pleasanton	Created In House
BUS	Wheels Rider Basics	LAVTA- Created shortened PDF version In House
BUS	Wheels System Map	LAVTA
BART	BART- This weekend, take Bart & Your there	TravelChoice
BART	Tickets on BART	Created In House with BART
BART	BART- Transit Connections	BART
Walking	Walking for Health and Happiness	TravelChoice
Walking	Waterbottle	
Biking	Safe Biking Quick Tips	Bicycle Transportation Alliance
Biking	Fall Bicycle Classes Brochure	Created In House
Biking	A Perfectly fitted helmet	Dept of Health
Biking	Bikes on BART	Create In House w BART
Biking	Bike helmet- Spanish	
Biking	General Bike on Board brochure	Created In House
Biking	Bike Map for Pleasanton	City of Pleasanton
CarShare/Carpool	Bay Area Ridesharing Guide	TravelChoice
Senior/ParaTransit	BART Accessibility Guide	BART
Senior/ParaTransit	Accessible Transportation in SF Bay	MTA
Senior/ParaTransit	Wheels Dial-a-Ride	LAVTA
Senior/ParaTransit	Pleasanton Paratransit guide	City of Pleasanton
Senior/ParaTransit	RTC Discount Card	Created In House
Train	ACE Brochure	Created In House
Customized bus schedules	10 E	Created In House
Customized bus schedules	10 E	Created In House
Customized bus schedules	70x	Created In House
Customized bus schedules	8AB	Created In House
Customized bus schedules	C W	Created In House
Customized bus schedules	Rapid E	Created In House
Customized bus schedules	Rapid E	Created In House
Customized bus schedules	Rapid W	Created In House
Customized bus schedules	Rapid W	Created In House

TravelChoice Materials available for Fremont

Mode Type	Name	Source
BUS	AC Transit Bus Riding Basics	AC Transit
BUS	San Leandro to Fremont AC System Map	AC Transit
BUS	All about Clipper	MTC
BUS	Bus stop map for north Fremont	Created In House
BUS	Bus stop map for south Fremont	Created In House
BUS	VTA Fares	VTA
BART	BART- This weekend, take Bart & Your there	TravelChoice
BART	Tickets on BART	Created In House with BART
BART	BART- Transit Connections	BART
Walking	Walking for Health and Happiness	TravelChoice
Walking	Waterbottle	
Walking	Walk This Way flyer	City of Fremont
Biking	Bicycle on Board AC Transit	AC Transit
Biking	Safe Biking Quick Tips	Bicycle Transportation Alliance
Biking	Fall Bicycle Classes Brochure	Created In House
Biking	A Perfectly fitted helmet	Dept of Health
Biking	Bikes on BART	Create In House w BART
Biking	Bike helmet- Spanish	
Biking	Bike Fremont Map	City of Fremont
CarShare/Carpool	Bay Area Ridesharing Guide	TravelChoice
Senior/ParaTransit	BART Accessibility Guide	BART
Senior/ParaTransit	Access Alameda English	ACTIA
Senior/ParaTransit	Access Alameda- Spanish	ACTIA
Senior/ParaTransit	Tri City Travel Training	City of Fremont
Senior/ParaTransit	VIP Rides Program	
Senior/ParaTransit	Fremont Paratransit brochure	Life Elder Services
Senior/ParaTransit	RTC Discount Card	Created In House
Customized bus schedules	99 N	Created In House
Customized bus schedules	99 N	Created In House
Customized bus schedules	120 S	Created In House
Customized bus schedules	140 S	Created In House
Customized bus schedules	180 S	Created In House
Customized bus schedules	180 S	Created In House
Customized bus schedules	181 S	Created In House
Customized bus schedules	181 S	Created In House
Customized bus schedules	210 S	Created In House
Customized bus schedules	212	Created In House
Customized bus schedules	212 S	Created In House
Customized bus schedules	215 S	Created In House
Customized bus schedules	217 S	Created In House
Customized bus schedules	242 CCW	Created In House
Customized bus schedules	242 CW	Created In House
Customized bus schedules	242 CW	Created In House
Customized bus schedules	251 CW	Created In House

Mode Type	Name	Source
BUS	AC Transit Bus Riding Basics	AC Transit
BUS	San Leandro to Fremont AC System Map	AC Transit
BUS	All Night Flyer	TravelChoice
BUS	All about Clipper	MTC
BUS	Schedule DA/DB	AC Transit
BUS	Bus stop map for Union City	Created In House
BUS	Union City Transit Guide	Union City
BART	BART- This weekend, take Bart & Your there	TravelChoice
BART	Tickets on BART	Created In House with BART
BART	BART- Transit Connections	BART
Walking	Walking for Health and Happiness	TravelChoice
Walking	Waterbottle	
Walking	Walk This Way flyer	City of Fremont
Biking	Bicycle on Board AC Transit	AC Transit
Biking	2011 Bikeways Map	City of Oakland
Biking	Safe Biking Quick Tips	Bicycle Transportation Alliance
Biking	Fall Bicycle Classes Brochure	Created In House
Biking	A Perfectly fitted helmet	Dept of Health
Biking	Bikes on BART	Create In House w BART
Biking	Bike helmet- Spanish	
CarShare/Carpool	Bay Area Ridesharing Guide	TravelChoice
Senior/ParaTransit	BART Accessibility Guide	BART
Senior/ParaTransit	Accessible Transportation in SF Bay	MTA
Senior/ParaTransit	Tri City Travel Training	City of Fremont
Senior/ParaTransit	Union City Paratransit	Union City
Senior/ParaTransit	RTC Discount Card	Created In House
Customized bus schedules	2 N	Created In House
Customized bus schedules	3 S	Created In House
Customized bus schedules	97	Created In House
Customized bus schedules	99 S	Created In House
Customized bus schedules	210 N	Created In House
Customized bus schedules	216 S	Created In House
Customized bus schedules	232 N	Created In House
Customized bus schedules	232 S	Created In House
Customized bus schedules	264 S	Created In House
Customized bus schedules	275 CCW	Created In House
Customized bus schedules	1A	Created In House
Customized bus schedules	1B	Created In House
Customized bus schedules	DB	Created In House

TravelChoice Materials available for Hayward

Mode Type	Name	Source
BUS	AC Transit Bus Riding Basics	AC Transit
BUS	San Leandro to Fremont AC System Map	AC Transit
BUS	All Night Flyer	TravelChoice
BUS	All about Clipper	MTC
BUS	Schedule DA/DB	AC Transit
BUS	Hayward Bus stop location map	InDesign
BART	BART- This weekend, take Bart & Your there	TravelChoice
BART	Tickets on BART	Created In House with BART
BART	BART- Transit Connections	BART
Walking	Walking for Health and Happiness	TravelChoice
Walking	Waterbottle	
Biking	Bicycle on Board AC Transit	AC Transit
Biking	Safe Biking Quick Tips	Bicycle Transportation Alliance
Biking	Fall Bicycle Classes Brochure	Created In House
Biking	A Perfectly fitted helmet	Dept of Health
Biking	Bikes on BART	Create In House w BART
Biking	Bike helmet- Spanish	
CarShare/Carpool	Bay Area Ridesharing Guide	TravelChoice
CarShare/Carpool	How to start a carpool	Created In House
Senior/ParaTransit	BART Accessibility Guide	BART
Senior/ParaTransit	Accessible Transportation in SF Bay	MTA
Senior/ParaTransit	Access Alameda English	ACTIA
Senior/ParaTransit	Access Alameda- Spanish	ACTIA
Customized bus schedules	22 CC	Created In House
Customized bus schedules	22 CL	Created In House
Customized bus schedules	32 CC	Created In House
Customized bus schedules	32 CL	Created In House
Customized bus schedules	37 CC	Created In House
Customized bus schedules	37 CL	Created In House
Customized bus schedules	48N	Created In House
Customized bus schedules	60 E	Created In House
Customized bus schedules	83S	Created In House
Customized bus schedules	85W	Created In House
Customized bus schedules	86 S	Created In House
Customized bus schedules	93 CC	Created In House
Customized bus schedules	93 CL	Created In House
Customized bus schedules	99S	Created In House
Customized bus schedules	99 N	Created In House
Customized bus schedules	M	Created In House

TravelChoice Materials available for Oakland

Mode Type	Name	Source
BUS	AC Transit Bus Riding Basics	AC Transit
BUS	San Pablo to Oakland AC System Map	AC Transit
BUS	Rapid Bus Flyer	AC Transit
BUS	Broadway Shuttle	City of Oakland
BUS	All Night Flyer	TravelChoice
BUS	All about Clipper	MTC
BUS	Schedule 1, 1R, 801	AC Transit
BUS	Schedule 11	AC Transit
BUS	Schedule 12	AC Transit
BUS	Schedule 18	AC Transit
BUS	Schedule 51A, 51B, 851	AC Transit
BUS	Schedule 58L	AC Transit
BUS	Schedule 72, 72M, 802	AC Transit
BUS	Schedule 800	AC Transit
BUS	Oakland Bus stop location map	InDesign
BUS	Bus stop Map for Oakland	Created In House
BART	BART- This weekend, take Bart & Your there	TravelChoice
BART	Tickets on BART	Created In House with BART
BART	BART- Transit Connections	BART
Walking	Walking for Health and Happiness	TravelChoice
Walking	Waterbottle	
Biking	Bicycle on Board AC Transit	AC Transit
Biking	2011 Bikeways Map	City of Oakland
Biking	Safe Biking Quick Tips	Bicycle Transportation Alliance
Biking	Fall Bicycle Classes Brochure	Created In House
Biking	A Perfectly fitted helmet	Dept of Health
Biking	Bikes on BART	Create In House w BART
Biking	Bike helmet- Spanish	
CarShare/Carpool	Car Share Basics	Created In House
CarShare/Carpool	Bay Area Ridesharing Guide	TravelChoice
CarShare/Carpool	Care Share Basics for Uptown	Created In House
Senior/ParaTransit	BART Accessibility Guide	BART
Senior/ParaTransit	Accessible Transportation in SF Bay	MTA
Senior/ParaTransit	Access Alameda English	ACTIA
Senior/ParaTransit	Access Alameda- Spanish	ACTIA
Senior/ParaTransit	RTC Discount Card	Created In House
Train	Amtrak Capital Corridor	Created In House
Customized bus schedules	1 S	Created In House
Customized bus schedules	1 N	Created In House
Customized bus schedules	11 W	Created In House
Customized bus schedules	11 E	Created In House
Customized bus schedules	12 N	Created In House
Customized bus schedules	18 S	Created In House
Customized bus schedules	18 N	Created In House
Customized bus schedules	51A N	Created In House
Customized bus schedules	51A S	Created In House
Customized bus schedules	58L E	Created In House
Customized bus schedules	58L W	Created In House
Customized bus schedules	72 S	Created In House
Customized bus schedules	72 N	Created In House
Customized bus schedules	40th st to Lake Merritt	Created In House

TravelChoice Materials available for Dublin

Mode Type	Name	Source
BUS	All about Clipper	MTC
BUS	Wheels Rider Basics	LAVTA- Created shortened PDF version In House
BUS	Wheels System Map	LAVTA
BART	BART- This weekend, take Bart & Your there	TravelChoice
BART	Tickets on BART	Created In House with BART
BART	BART- Transit Connections	BART
Walking	Walking for Health and Happiness	TravelChoice
Walking	Waterbottle	
Biking	Safe Biking Quick Tips	Bicycle Transportation Alliance
Biking	Fall Bicycle Classes Brochure	Created In House
Biking	A Perfectly fitted helmet	Dept of Health
Biking	Bikes on BART	Create In House w BART
Biking	Bike helmet- Spanish	
Biking	General Bike on Board brochure	Created In House
Biking	Bike Map for Dublin	City of Dublin
CarShare/Carpool	Bay Area Ridesharing Guide	TravelChoice
Senior/ParaTransit	BART Accessibility Guide	BART
Senior/ParaTransit	Accessible Transportation in SF Bay	MTA
Senior/ParaTransit	Wheels Dial-a-Ride	LAVTA
Senior/ParaTransit	RTC Discount Card	Created In House
Train	ACE Brochure	Created In House
Customized bus schedules	35	Created In House
Customized bus schedules	36	Created In House
Customized bus schedules	70x	Created In House
Customized bus schedules	8AB	Created In House
Customized bus schedules	Rapid E	Created In House
Customized bus schedules	Rapid W	Created In House

TravelChoice Materials available for Berkeley

Mode Type	Name	Source
BUS	AC Transit Bus Riding Basics	AC Transit
BUS	San Pablo to Oakland AC System Map	AC Transit
BUS	All Night Flyer	TravelChoice
BUS	All about Clipper	MTC
BUS	Schedule 1, 1R, 801	AC Transit
BUS	Schedule 51A, 51B, 851	AC Transit
BUS	Schedule 49	AC Transit
BUS	Elmwood Bus Map	Created In House
BUS	Berkeley All Nighter bus flyer	Created In House
BUS	511 and Nextbus	Created In House
BART	BART- This weekend, take Bart & Your there	TravelChoice
BART	Tickets on BART	Created In House with BART
BART	BART- Transit Connections	BART
Walking	Walking for Health and Happiness	TravelChoice
Walking	Waterbottle	
Biking	Bicycle on Board AC Transit	AC Transit
Biking	Safe Biking Quick Tips	Bicycle Transportation Alliance
Biking	Fall Bicycle Classes Brochure	Created In House
Biking	A Perfectly fitted helmet	Dept of Health
Biking	Bikes on BART	Create In House w BART
Biking	Bike helmet- Spanish	
Biking	Bikestation Berkeley flyer	Created In House
CarShare/Carpool	Bay Area Ridesharing Guide	TravelChoice
CarShare/Carpool	Berkeley Carshare flyer	Created In House
Senior/ParaTransit	BART Accessibility Guide	BART
Senior/ParaTransit	Accessible Transportation in SF Bay	MTA
Senior/ParaTransit	RTC Discount Card	Created In House
Train	Amtrak Capital Corridor	Created In House

**ALAMEDA CTC BICYCLE AND PEDESTRIAN
COUNTYWIDE DISCRETIONARY FUND CYCLE 4
FINAL REPORT**

PROJECT SPONSOR: City of Albany

PROJECT TITLE: Albany Pedestrian Master Plan and Update to the Albany Bicycle Master Plan

ACTIA PROJECT No: A09-0021

TOTAL MEASURE B FUNDS AWARDED TO PROJECT: \$ 130,000.00

FINAL MEASURE B GRANT AMOUNT EXPENDED: \$ 130,000.00

TOTAL PROJECT COST (All funding sources): \$ 218,052.15

COMPLETION/APPROVAL DATE: April 16, 2012

FINAL PROJECT DESCRIPTION: *(Provide a brief description of services provided, improvements constructed, and/or implemented in accordance with the grant funding agreement.)*

Development of the first Pedestrian Master Plan and Update to the Bicycle Master Plan for the City of Albany. Both plans containing a total of 26 bicycle and pedestrian projects that are prioritized based on ease of implementation, closure of gaps in the pedestrian and bicycle networks, and cost are included in the Albany Active Transportation Plan (ATP). The plan also includes pedestrian and bicycle design guidelines and support programs for active transportation.

SUMMARY OF PROJECT DELIVERY MILESTONES: *(Provide a brief description of actions taken and milestones reached to deliver the project.)*

Project Initiation: June, 2010.

Public Workshop: September 2010

Design Studio and Walking tour: October, 2010

Three Fall Walks: October, 2010.

Draft Proposal Presentation to City Commissions and Committees: Between November 2010 and January 2011.

Draft Plan Proposal Presentations to Traffic and Safety Commission: January, March, April, & June, 2011

Alameda CTC Bicycle and Pedestrian Countywide
Discretionary Fund Cycle 4 Funding Agreement
Grant Project Final Report

Draft Plan Approved by City Council for environmental phase: September, 2011

Release of Environmental Work: December, 2011.

Approval of Plan and Environmental Work: April 16, 2012.

SUMMARY OF PROJECT BENEFITS: *(Provide a brief description of project benefits.)*

The Albany ATP is now the Transportation Capital Improvement Plan for the next ten years. It comprises a number of projects that would make the City more bicycle and pedestrian friendly.

FINAL COSTS AND FUNDING SOURCES:

*(In addition to submitting a **final Alameda CTC Grant Reimbursement Request** and **final Contract Reporting form**, please include a summary of the total project costs by task, and a list of all funding sources and amounts, including any additional local Measure B funds.)*

Task	Total Cost	Sources of Funding			TOTAL
		Measure B-Grant	Measure B-Pass Throug	Other Local	
1	\$ 49,373.96			\$49,373.96	49373.96
2	\$ 142,972.85	\$ 114,321.06	\$ 28,651.79	0	142972.85
3	\$ 23,534.78	\$ 13,710.04	\$ 9,824.74	0	23534.78
4	0	0	0	0	0
5	\$ 2,170.56	\$ 1,968.90	\$ 201.66		2170.56
TOTALS	\$ 218,052.15	\$ 130,000.00	\$ 38,678.19	\$49,373.96	TRUE

PUBLICITY

- ☒ Project information was available during the duration of the grant, with a link to the Alameda CTC website, at the following web address: <http://www.albanyca.org/index.aspx?page+803>
- ☒ Articles were published, highlighting this Project, on *Winter, 2011* in the following publication(s):
City of Albany Newsletter

PERFORMANCE MEASURES (cumulative)

- ☐ There were [enter total numbers] trips provided during the grant funding period.
- ☐ There were [enter total numbers] people served during the grant funding period.
- ☐ A final Performance Measures Report (Table D-1 from the Grant Funding Agreement) is attached to this Progress Report.
- ☐ Performance Measures Report not included (*Provide explanation below*).

Alameda CTC Bicycle and Pedestrian Countywide
Discretionary Fund Cycle 4 Funding Agreement
Grant Project Final Report

☒ No Performance Measures for this Project.

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Bicycle and Pedestrian Countywide Discretionary Fund Grant Program
Cycles 3 and 4 Semi-Annual Progress Reports and Final Reports
Reporting Period Ending June 30, 2012

Submissions

Cycle	Grant Number	Project Name	Sponsor	Progress Report	Final Report
3	A07-0005	Aquatic Park Connection Streetscape Improvement Project - Phase 1 Bicycle and Pedestrian Improvements	Berkeley Redevelopment Agency	N/A	X (see Attachment O4A)
4	A09-0017	Lakeshore/Lake Park Avenue Complete Streets Project, Pedestrian and Bicycle Access	City of Oakland	X	
4	A09-0018	Alamo Canal Regional Trail - Interstate 580 Undercrossing	City of Dublin	X	
4	A09-0020	Irvington Area Pedestrian Improvements	City of Fremont	X	
4	A09-0021	Albany Pedestrian Master Plan and Update to the Albany Bicycle Master Plan	City of Albany	N/A	X (see Attachment O4A2)
4	A09-0022	Newark Pedestrian and Bicycle Master Plan	City of Newark	X	
4	A09-0023	Alameda Countywide Bicycle Plan Update	Alameda CTC	X	
4	A09-0025	Bicycle Safety Education Program	East Bay Bicycle Coalition	X	
4	A09-0026	Tri-City Senior Walk Clubs	City of Fremont	X	
4	A09-0027	TravelChoice New Residents	TransForm	N/A	X (see Attachment O4A1)

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CITY OF OAKLAND

DALZIEL BUILDING • 250 FRANK H. OGAWA PLAZA, SUITE 4344 • OAKLAND, CALIFORNIA 94612-2033

Public Works Agency
Transportation Services Division

(510) 238-3466
FAX (510) 238-7415
TDD (510) 238-3254

July 27, 2012

Carol Crossley
Alameda CTC
1333 Broadway Suite 300
Oakland CA 94612

ATTACHMENT G

ACTIA BICYCLE/PEDESTRIAN FUND GRANT PROJECT PROGRESS REPORT

PROJECT PROGRESS REPORT No.: 6

REPORTING PERIOD: From: **January 2012** To: **June 2012**

PROJECT SPONSOR: City of Oakland

PROJECT TITLE: Lakeshore/Lake Park Avenue Complete Streets

ACTIA PROJECT No.: A09-0017

STATUS:

Notice to Proceed was issued to Phoenix Electric on March 5, 2012. Construction is approximately 70% complete.

ACTIONS (in this reporting period):

Coordinating this project with the Resident Engineer of Project Delivery Division; TSD design staff and landscape consultant providing construction support.

ANTICIPATED ACTIONS (in next reporting period):

Construction completion, and close-out phase.

GENERAL:

- ☒ At this time we anticipate no problems on the project.
- ☐ We anticipate problems in the following area(s) but do not feel we need your assistance at this time:
- ☐ We anticipate problems in the following area(s) and would appreciate any assistance you could offer:

SCHEDULE, SCOPE, AND BUDGET:

- ☒ The project schedule, scope, task budgets, and performance measures remain unchanged, as shown in Attachments A, B, C, and D of the Grant Funding Agreement or previously approved amendment.
- ☐ There are proposed changes to the project schedule, scope, task budgets, and/or performance measures. *(If checked, proceed to the section below)*
- ☐ A Grant Amendment Request was previously submitted on *September 24, 2010* and is awaiting approval (Grant Amendment Request Form #1). Another Grant Amendment Request will be submitted at a later date (Grant Amendment Request Form #2).
- ☐ Revisions to the following area(s) are being proposed and a Grant Amendment Request is attached for review and approval. *(Check all that apply)*
- ☐ Project Scope *(Exhibit B of Grant Amendment Request Form)*
 - ☐ Task Budgets *(Exhibit C of Grant Amendment Request Form)*
 - ☐ Project Schedule *(Exhibit D of Grant Amendment Request Form)*
 - ☐ Project Performance Measures *(Exhibit E of Grant Amendment Request Form)*

EXPENDITURES

- ☒ A Request for Reimbursement is included with this Progress Report.
- ☐ No Request for Reimbursement is included with this Progress Report. *(If checked, proceed to section below.)*
- ☐ A Request for Reimbursement was submitted within the last six months on *(enter date)*.
- ☐ No Request for Reimbursement has been submitted within the last six months for the following reason(s): *No Measure B funds are earmarked for Task No. 1: Project Development. Therefore, no request for reimbursement has been submitted.*

Cycle 4

PUBLICITY:

- ☒ As required per the Grant Funding Agreement, updated and accurate project information is included, with a link to the ACTIA Web site, at the following web address:
http://www.oaklandnet.com/government/ceda/dcsd_currentprojects_measure_b_projlist.asp
- ☐ As required per the Grant Funding Agreement, an article was published, highlighting this Project, on *(enter date)* in *(description of article)*
- ☐ A copy of the article is attached to this report.
- ☐ An article was submitted to ACTIA for publication in the ACTIA newsletter on *(enter date)*.

SIGNALS:

- ☐ Signal modifications are not part of the Project.
- ☒ Signal modifications are part of the Project. *(If checked, proceed to the section below)*

Considered	Included	<i>(Check all that apply)</i>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Audible Pedestrian Signals
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Adjustable Pedestrian Timing
<input type="checkbox"/>	<input type="checkbox"/>	Emergency Vehicle Pre-Emption

CONTRACT REPORTING:

- ☐ Form attached. *(Required with Project Progress Reports No. 2 and No. 4)*
- ☒ Form not attached. *(Not required with Project Progress Reports No. 1 and No. 3, or if no grant funds have been expended to date)*

PERFORMANCE MEASURES:

- ☐ There were trips provided during the reporting period.
- ☐ There were people served during the reporting period.
- ☐ Table D-1 Performance Measures Report is attached.
- ☒ Performance Measures Report is not included.
Per Agreement (Attachment D), no Performance Measures required.



100 Civic Plaza
Dublin, California 94568
Phone: (925) 833-6650
Fax: (925) 833-6651

ACTIA BICYCLE/PEDESTRIAN COUNTYWIDE DISCRETIONARY
FUND GRANT
PROJECT PROGRESS REPORT

PROJECT PROGRESS REPORT
NUMBER:

6

REPORTING
PERIOD:

From: January 1, 2012

To: June 30, 2012

PROJECT SPONSOR: City of Dublin

PROJECT TITLE: Alamo Canal Regional Trail, I-580 Undercrossing

ACTIA PROJECT No: A09-0018

STATUS

Project construction started on April 16, 2012 and currently underway.

ACTIONS (In this Reporting Period)

Dublin City Council approved the construction contract to Proven Management Inc. on February 7, 2012. City has hired the firm of Harris and Associates to manage construction.

ANTICIPATED ACTIONS (In Next Reporting Period)

The City anticipates construction completion in late fall 2012.

SCHEDULE CHANGES

City Council
(925) 833-6650
City Manager
(925) 833-6650
Community Development
(925) 833-6610
Economic Development
(925) 833-6650
Finance/Admin Services
(925) 833-6640
Fire Prevention
(925) 833-6606
Human Resources
(925) 833-6605
Parks & Community Services
(925) 556-4500
Police
(925) 833-6670
Public Works/Engineering
(925) 833-6630



- ☒ The project remains on schedule, as shown in the revised Attachment C of the Agreement.
- ☐ The project schedule has been revised and a Grant Amendment Request to reflect the proposed changes will be sent for review and approval.

SCOPE CHANGES

- ☒ The project description is unchanged, and is the same as shown in Attachment A of the Agreement.
- ☐ The scope of the project has been modified and a Grant Amendment Request to reflect the proposed changes is attached for review and approval.

BUDGET

- ☒ The Task Budgets have been revised, as shown in Attachment B of the 2nd Amendment of the agreement (see attached amendment).
- ☐ Changes are proposed to the Task Budgets. A Grant Amendment Request to reflect the proposed changes is attached for review and approval.

EXPENDITURES

- ☐ A Request for Reimbursement will be submitted in February 2011.
 - ☒ No Request for Reimbursement is included with this Progress Report. *(If checked, then complete one of two check boxes below.)*
-
- ☒ A Request for Reimbursement will be submitted prior to August 15, 2012
 - ☐ No Request for Reimbursement has been submitted within the last six months for the following reason(s): Charges to the project have been minimal (staff time only).

GENERAL

- ☒ At this time we anticipate no problems on the project.
- ☐ We anticipate problems in the following area(s) and would appreciate any assistance you could offer: *(enter description of any areas of concern and type of assistance requested here)*
- ☐ We anticipate problems in the following area(s) but do not feel we need your assistance at this time: *(enter description of any areas of concern here)*

PUBLICITY

- ☒ Updated and accurate project information is included, with a link to ACTIA's website, at the following web address:
- <http://www.dublin.ca.gov/index.aspx?NID=1155>
- ☒ An article which highlighted this Project was published on the following date(s) in the publication(s) listed: Citywide Newsletter sent out to all Dubliners (2010-11 Issue) available at
- <http://www.ci.dublin.ca.us/DocumentView.aspx?DID=941>

SIGNALS

- ☒ Signal modifications are not part of the Project.
- ☐ Signal modifications are part of the Project.

	Considered	Included	<i>(please check the appropriate box)</i>
n/a	<input type="checkbox"/>	<input type="checkbox"/>	Audible Pedestrian Signals
n/a	<input type="checkbox"/>	<input type="checkbox"/>	Adjustable Pedestrian Timing
n/a	<input type="checkbox"/>	<input type="checkbox"/>	Emergency Vehicle Pre-Emption

CONTRACT REPORTING

- ☒ Form attached (required for Project Progress Report No.'s 2, 4 and 6).

- ☐ Form not required (Project Progress Reports No.'s 1 and 3).

PERFORMANCE MEASURES

- ☒ There are no Performance Measures for this project.
- ☐ There are Performance Measures for this project. A completed Performance Measures Report (Table F-1 from the grant agreement) is attached to this report.

ACTC BICYCLE/PEDESTRIAN COUNTYWIDE DISCRETIONARY FUND GRANT
PROJECT PROGRESS REPORT

PROJECT PROGRESS REPORT NUMBER: 6 - FINAL

REPORTING PERIOD: From: January 1, 2012 To: June 30, 2012

PROJECT SPONSOR: City of Fremont

PROJECT TITLE: Irvington Area Pedestrian Improvements

ACTC PROJECT No: A09-0020

STATUS

Project construction completed and final report and presentation to ACTC BPAC scheduled for September 2012.

ACTIONS (In this Reporting Period)

For this reporting period the project construction improvements were completed and project close out conducted.

ANTICIPATED ACTIONS (In Next Reporting Period)

Prepare Final Report, presentation of Final Report to ACTC BPAC and close out project in September 2012.

SCHEDULE CHANGES

- ☒ The project remains on schedule, as shown in Attachment B of the Agreement.
- ☐ The project schedule has been revised and a Grant Amendment Request to reflect the proposed changes is attached for review and approval.

SCOPE CHANGES

- ☒ The project description is unchanged, and is the same as shown in Attachment A of the Agreement.
- ☐ The scope of the project has been modified and was approved. A Grant Amendment Request to reflect the proposed changes and the approval letter is attached for informational purposes.

BUDGET

- ☒ The Task Budgets, as shown in Attachment C of the Agreement, are essentially unchanged.
- ☐ Changes are proposed to the Task Budgets. A Grant Amendment Request to reflect the proposed changes is attached for review and approval.

EXPENDITURES

- ☒ A Request for Reimbursement is included with this Progress Report.
- ☐ No Request for Reimbursement is included with this Progress Report. *(If checked, then complete one of two check boxes below.)*

-
- ☒ A Request for Reimbursement was submitted within the last six months, on this date: 7-31-2012
- ☐ No Request for Reimbursement has been submitted within the last six months for the following reason(s): Due to the proposed scope of work revisions ACTC staff has requested that the City hold off in submitting reimbursement claims until proposed scope of work has been approved by the ACTC. The Alameda County BPAC and Programs and Projects Committee have approved the City's scope of work request. The City anticipates ACTC will approve the scope of work request in early 2012, thus a claim reimbursement is enclosed for periods January 1, 2011 to June 30, 2011 and for July 1, 2011 to December 31, 2011.

GENERAL

- ☒ At this time we anticipate no problems on the project.
- ☐ We anticipate problems in the following area(s) and would appreciate any assistance you could offer: *(enter description of any areas of concern and type of assistance requested here)*
- ☐ We anticipate problems in the following area(s) but do not feel we need your assistance at this time: *(enter description of any areas of concern here)*

PUBLICITY

- ☒ Updated and accurate project information is included, with a link to ACTC's website, at the following web address: <http://www.fremont.gov/index.aspx?NID=646>
- ☒ An article which highlighted this Project was published on the following date(s) in the publication(s) listed: (Summer 2010 - Fremont City News, July 2010 ACTC Reports)

SIGNALS

☐ Signal modifications are not part of the Project.

☒ Signal modifications are part of the Project.

Considered Included *(please check the appropriate box)*

<input type="checkbox"/>	<input checked="" type="checkbox"/>	Audible Pedestrian Signals
<input type="checkbox"/>	<input type="checkbox"/>	Adjustable Pedestrian Timing
<input type="checkbox"/>	<input type="checkbox"/>	Emergency Vehicle Pre-Emption

CONTRACT REPORTING

☒ Form attached (required for Project Progress Report No.'s 4 and 5).

☐ Form not required (Project Progress Reports No.'s 1 and 3).

PERFORMANCE MEASURES

☒ There are no Performance Measures for this project.

☐ There are Performance Measures for this project. A completed Performance Measures Report (Table F-1 from the grant agreement) is attached to this report.

**ALAMEDA CTC BICYCLE AND PEDESTRIAN
COUNTYWIDE DISCRETIONARY FUND
PROJECT PROGRESS REPORT**

PROJECT PROGRESS REPORT NUMBER: 6

REPORTING PERIOD: **From:** January 1, 2012 **To:** June 30, 2012

PROJECT SPONSOR: CITY OF NEWARK

PROJECT TITLE: Newark Pedestrian and Bicycle Master Plan

AGREEMENT NO: A09-0022

STATUS

A draft of the Newark Pedestrian and Bicycle Master Plan has been completed, but we have experienced significant delays in completion and distribution of the final draft of the master plan. The delays are primarily due to a lack of staff time to finalize the draft document with the addition of specific plan components, including detailed bicycle and pedestrian project lists and estimates. Engineering Division staff was reduced by 40% over the course of the last two years due to serious illnesses among two key staff members. One staff member passed away. A new staff member was recently hired and we returned to a full staffing level at the very end of the reporting period which will free up time to allow other staff members to continue work on the master plan. We are requesting a final one-year extension of the funding agreement to October 31, 2013.

ACTIONS (In this Reporting Period)

No significant action has been taken during this reporting period.

ANTICIPATED ACTIONS (In Next Reporting Period)

City staff will finalize revision to the draft master plan and provide all comments to our consultant, Fehr & Peers, for a final update to the document. The major draft plan components still being worked on include planned projects, prioritization of planned projects, specific programs to satisfy developed goals and policies, and updates based on development of the Alameda County master plan updates. Staff also

needs to complete a final review of the Safe Routes to School component (Chapter 5) with the Newark Unified School District and individual school principals. The final BPAC meeting is tentatively scheduled for late 2012, with Planning Commission and City Council reviews planned for early 2013. New requirements related to adoption of a Complete Streets Policy and coordination with revisions to the City's General Plan will be incorporated into the project.

SCHEDULE CHANGES

- ☐ The project remains on schedule as shown in the Task Deliverables and Project Milestone Schedule of the Agreement.
- ☒ The project schedule has been revised and a Grant Amendment Request to reflect the proposed changes is attached for review and approval.

SCOPE CHANGES

- ☒ The project description is unchanged, and is the same as shown in Attachment A of the Agreement.
- ☐ The scope of the project has been modified and a Grant Amendment Request to reflect the proposed changes is attached for review and approval.

BUDGET

- ☒ The Task Budgets and Funding attachment of the Agreement are essentially unchanged.
- ☐ Changes are proposed to the Task Budgets and Funding. A Grant Amendment Request to reflect the proposed changes is attached for review and approval.

EXPENDITURES

- ☐ A Request for Reimbursement is included with this Progress Report.
- ☒ No Request for Reimbursement is included with this Progress Report.

☐ A Request for Reimbursement was submitted within the last six months, on this date:

☒ No Request for Reimbursement has been submitted within the last six months for the following reason(s): We have submitted requests for all reimbursable funds except final closeout costs. These costs will be expended over the next two reporting periods.

GENERAL

- ☒ At this time we anticipate no problems on the project.
- ☐ We anticipate problems in the following area(s) and would appreciate any assistance you could offer:
- ☐ We anticipate problems in the following area(s) but do not feel we need your assistance at this time:
(enter description of any areas of concern here)

PUBLICITY

- ☒ Updated and accurate project information is included, with a link to Alameda CTC's website, at the following web address:
- <http://www.newark.org/departments/public-works/engineering-division/pedestrian-bicycle-master-plan/>
- ☒ An article which highlighted this Project was published on the following date(s) in the publication(s) listed:
- Newark News, Winter 2010/2011
 - A new article will be published in the Fall 2012 Newark News

SIGNALS

- ☒ Signal modifications are not part of the Project.
- ☐ Signal modifications are part of the Project.

Considered Included (please check the appropriate box)

<input type="checkbox"/>	<input type="checkbox"/>	Audible Pedestrian Signals
<input type="checkbox"/>	<input type="checkbox"/>	Adjustable Pedestrian Timing
<input type="checkbox"/>	<input type="checkbox"/>	Emergency Vehicle Pre-Emption

CONTRACT REPORTING

- ☒ Form attached (required for Project Progress Report No.'s 2 and 4).
- ☐ Form not required (Project Progress Reports No.'s 1 and 3).

PERFORMANCE MEASURES

- ☒ There are no Performance Measures for this project.
- ☐ There are Performance Measures for this project. A completed Performance Measures Report is attached to this report.



**ACTIA BICYCLE/PEDESTRIAN COUNTYWIDE DISCRETIONARY FUND GRANT
PROJECT PROGRESS REPORT**

PROJECT PROGRESS REPORT NUMBER: 6

REPORTING PERIOD: **From:** January 1, 2012 **To:** June 30, 2012

PROJECT SPONSOR: Alameda CTC

PROJECT TITLE: Alameda Countywide Bicycle Plan Update

ACTIA PROJECT No: A09-0023

STATUS

The Countywide Bicycle Plan is moving forward. The Draft Plan was released on June 25, 2012. The Final Draft Plan is anticipated to be adopted in September 2012.

ACTIONS (In this Reporting Period)

Completed extensive revisions to the Implementation Chapter, which includes costs for all capital projects, programs and plans, plus anticipated revenue and next steps. Wrote and edited Executive Summary and Introduction. Full Draft Plan developed and revised. All draft maps were completed. Draft Plan published and posted online on June 25, for public review. Publicized plan release to public. Presentation to PAPCO meeting on June 25.

ANTICIPATED ACTIONS (In Next Reporting Period)

Present plans at ACTAC, BPAC, Plans Working Group, Board Committee (PPLC) and Board meetings for review and input. Receive public comments in July. Incorporate comments and develop Final Draft Plan for consideration for adoption by the Alameda CTC Board in September.

SCHEDULE CHANGES

- ☒ The project remains on schedule, as shown in Attachment B of the Agreement.
- ☐ The project schedule has been revised and a Grant Amendment Request to reflect the proposed changes is attached for review and approval.

SCOPE CHANGES

- ☒ The project description is unchanged, and is the same as shown in Attachment A of the Agreement.
- ☐ The scope of the project has been modified and a Grant Amendment Request to reflect the proposed changes is attached for review and approval.

BUDGET

- ☒ The Task Budgets, as shown in Attachment C of the Agreement, are essentially unchanged.
- ☐ Changes are proposed to the Task Budgets. A Grant Amendment Request to reflect the proposed changes is attached for review and approval.

EXPENDITURES

- ☐ A Request for Reimbursement is included with this Progress Report.
- ☒ No Request for Reimbursement is included with this Progress Report. *(If checked, then complete one of two check boxes below.)*

☒ A Request for Reimbursement was submitted within the last six months, on this date: *(enter date here)* June 2012

☐ No Request for Reimbursement has been submitted within the last six months for the following reason(s): *(enter reasons here)*

GENERAL

- ☒ At this time we anticipate no problems on the project.
- ☐ We anticipate problems in the following area(s) and would appreciate any assistance you could offer:
(enter description of any areas of concern and type of assistance requested here)

- ☐ We anticipate problems in the following area(s) but do not feel we need your assistance at this time:
(*enter description of any areas of concern here*)

PUBLICITY

- ☒ Updated and accurate project information is included, with a link to ACTIA's website, at the following web address: (*enter web address here*)

http://www.alamedactc.org/app_pages/view/5275 (new web page)
- ☒ An article which highlighted this Project was published on the following date(s) in the publication(s) listed: (*enter dates and the names of any publications here*)

"Alameda CTC Reports" Newsletter, May 2012

SIGNALS

- ☒ Signal modifications are not part of the Project.
- ☐ Signal modifications are part of the Project.

Considered	Included	(<i>please check the appropriate box</i>)
<input type="checkbox"/>	<input type="checkbox"/>	Audible Pedestrian Signals
<input type="checkbox"/>	<input type="checkbox"/>	Adjustable Pedestrian Timing
<input type="checkbox"/>	<input type="checkbox"/>	Emergency Vehicle Pre-Emption

CONTRACT REPORTING

- ☒ Form attached (required for Project Progress Report No.'s 2 and 4).
- ☐ Form not required (Project Progress Reports No.'s 1 and 3).

PERFORMANCE MEASURES

- ☒ There are no Performance Measures for this project.
- ☐ There are Performance Measures for this project. A completed Performance Measures Report (Table F-1 from the grant agreement) is attached to this report.



EAST BAY BICYCLE COALITION

Working for safe, convenient and enjoyable bicycling for all people in the East Bay



ACTC BICYCLE/PEDESTRIAN COUNTYWIDE DISCRETIONARY FUND GRANT:

PROJECT PROGRESS REPORT

PROJECT PROGRESS REPORT NUMBER: 2

REPORTING PERIOD: From: Jan 1, 2012 To: June 30, 2012

PROJECT SPONSOR: East Bay Bicycle Coalition

PROJECT TITLE: Bicycle Safety Education Program

ACTIA PROJECT No: A09-0025

STATUS

Grant extended through June 30, 2013. Status: current

ACTIONS (In this Reporting Period)

Conducted Traffic Skills 101 Classes in English, Spanish, and Cantonese, On-the-Bike Road Classes in English and Cantonese, Train-the-Trainer Sessions, Family Cycling Workshops, Kids Bike Rodeos, Lunchtime Commute Workshops, Adult and Youth How-to-Ride-a-Bike classes, and Police Diversion Outreach, including our continuing Bicycle Diversion Program on campus at UC Berkeley.

ANTICIPATED ACTIONS (In Next Reporting Period)

Continuing our class offerings from the previous period while adding additional Spanish and Cantonese language TS101 Classes, Family Cycling Workshops and On-the-Bike Road Classes in Spanish, and expanding our Police Diversion Outreach to include the city of Alameda and possibly Emeryville. A series of adult, family, and youth classes will also be hosted in Concord as part of a new Contra Costa County-based grant.

SCHEDULE CHANGES

X The project remains on schedule, as shown in Attachment B of the Agreement.

The project schedule has been revised and a Grant Amendment Request to reflect the proposed changes will be submitted shortly.

SCOPE CHANGES

- X The project description is unchanged, and is the same as shown in Attachment A of the Agreement.

The scope of the project has been modified and a Grant Amendment Request to reflect the proposed changes will be submitted shortly.

BUDGET

- X The Task Budgets, as shown in Attachment C of the Agreement, are essentially unchanged.

Changes are proposed to the Task Budgets. A Grant Amendment Request to reflect the proposed changes is being finalized.

EXPENDITURES

A Request for Reimbursement is included with this Progress Report.

- X No Request for Reimbursement is included with this Progress Report. (If checked, then complete one of two check boxes below.)

GENERAL

- X At this time we anticipate no problems on the project.

PUBLICITY

- X Updated and accurate project information is included, with a link to ACTC's website, at the following web address: www.ebbc.org/safety

An article which highlighted this Project was published on the following date(s) in the publication(s) listed:

KALW.org (May 8, 2012): kalw.org/post/bike-riding-101-adventures-urban-biking

SIGNALS

- X Signal modifications are not part of the Project.

Signal modifications are part of the Project.

Considered Included (please check the appropriate box)

Audible Pedestrian Signals

Adjustable Pedestrian Timing

Emergency Vehicle Pre-Emption

CONTRACT REPORTING

Form attached (required for Project Progress Report No.'s 2 and 4).

- X Form not required (Project Progress Reports No.'s 1 and 3).

PERFORMANCE MEASURES

There are no Performance Measures for this project.

- X There are Performance Measures for this project and they are finalized and in the process of approval.

ATTACHMENT D

PROJECT PERFORMANCE MEASURES

Project Performance Measures: Table D-1 describes what outcome-based performance measure you plan to evaluate to ensure that the project/program is meeting its objectives.

Performance Measures Table D-1	REPORTING PERIOD 6	TOTALS TO DATE	PERFORMANCE MEASURES	ADDED CLASSES (NON-ACTC)
Number of all Day 1, Adult Bicycle Safety Classes taught in English	6	49	52	2
Number of attendees at all Day 1, Adult Bicycle Safety Classes taught in English	105	982	1005	16
Number of all Day 2, Adult Bicycle Safety Classes	3	13	13	1
Number of attendees at all Day 2, Adult Bicycle Safety Classes	63	270	239	8
Number of all Day 1, Adult Bicycle Safety Classes taught in Spanish	3	5	5	
Number of attendees at all Day 1, Adult Bicycle Safety Classes taught in Spanish	56	58	32	
Number of all Day 1, Adult Bicycle Safety Classes taught in Chinese	2	2	2	
Number of attendees at all Day 1, Adult Bicycle Safety Classes taught in Chinese	66	66	20	
Number of Family Cycling Clinics	5	17	16	1
Number of attendees at all Family Cycling Clinics	104	522	564	13
Number of How-to-Ride-a-Bike Classes	3	7	4	
Number of attendees at all How-to-Ride-a-Bike Classes	12	56	63	
Number of Train-the-Trainer Sessions	1	6	6	
Number of trained trainers	17	78	68	
Number of Brown Bag Lunches	15	36	31	6
Number of attendees at all Brown Bag Lunches	263	592	475	34

Number of Kids Bike Rodeos	4	25	25	4
Number of attendees at all Kids Bike Rodeos	290	1584	1394	145
Number of integrated Police Department citation diversion programs	1	1	1 program	
Number of attendees at integrated Police Department citation diversion programs				95
Number of opt-in Police Department citation diversion programs	10	10	12 programs	
Total Classes (Original Agreement):	42	160	154	(Added classes) 24
Total Attendees (Original Agreement):	976	4208	3860	(Added classes) 311

ACTC-Funded Classes (January 2012 – June 2012)

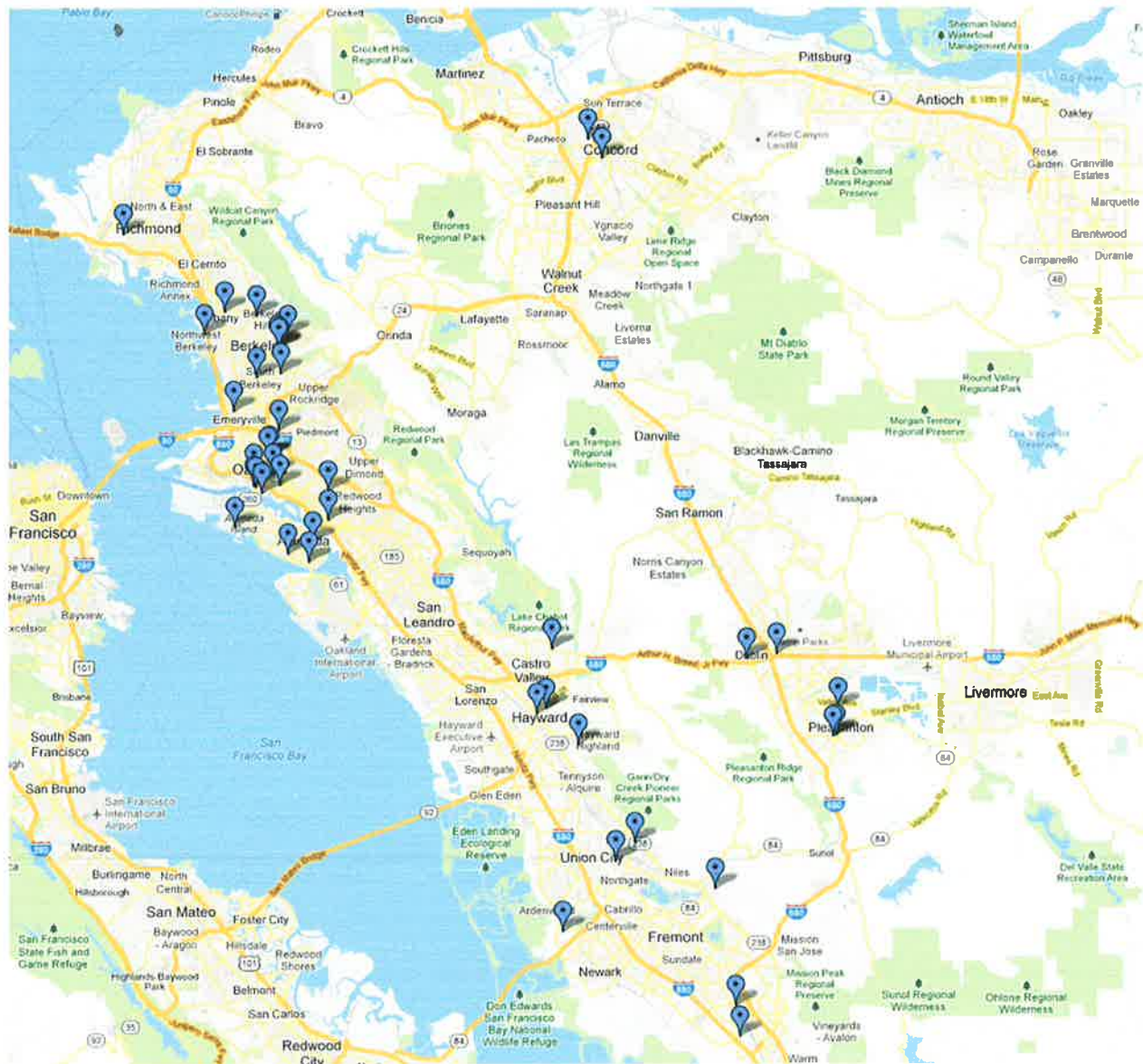
Class Type	Location	Date	Attendance
Family Cycling Workshop			
	Dublin	3/3/2012	15
	Fremont	4/21/2012	23
	Oakland	5/13/2012	6
	Berkeley	6/3/2012	15
	Alameda	6/24/2012	45
How to Ride A Bike			
	Fremont	4/21/2012	5 (youth)
	Alameda	5/5/2012	2 (adults)
	Alameda	6/24/2012	5 (youth)
Kids Bike Rodeo			
	Oakland	1/21/2012	35
	Pleasanton	4/21/2012	35
	Berkeley	5/11/2012	150
	Albany	5/19/2012	70
Lunchtime Commute Workshop			
	Hayward	3/20/2012	25
	Oakland	3/22/2012	12
	Oakland	4/12/2012	51
	Fremont	4/17/2012	7
	Berkeley	4/22/2012	8
	Oakland	4/25/2012	30
	Emeryville	4/30/2012	31
	Oakland	4/30/2012	8
	Pleasanton	5/1/2012	7
	Oakland	5/4/2012	21
	Alameda	5/5/2012	12
	Alameda	6/8/2012	15
	Alameda	6/8/2012	15
	Fremont	6/13/2012	11
	Berkeley	6/27/2012	10

Traffic Skills 101 Classroom Workshop			
	Berkeley	1/17/2012	8
	Dublin	4/19/2012	13
	Oakland	4/23/2012	19
	Fremont	4/29/2012	21
(Spanish language)	Oakland	5/12/2012	28
(Cantonese language)	Oakland	6/2/2012	27
	Fremont	6/3/2012	16
	Oakland	6/7/2012	28
(Spanish language)	Oakland	6/9/2012	13
(Cantonese language)	Oakland	6/23/2012	39
(Spanish language)	Oakland	6/23/2012	15
Traffic Skills 101 Road Class			
	Hayward	4/14/2012	10
	Alameda	5/5/2012	28
	Pleasanton	6/30/2012	25
Train the Trainer			
	Oakland	3/24/2012	17
Total:			976

Added Classes (January 2012 - June 2012)

Class Type	Location	Date	Attendance
Family Cycling Workshop			
	Castro Valley	5/19/2012	13
Kids Bike Rodeo			
	Concord	4/28/2012	35
	Alameda	5/9/2012	45
	Richmond	5/12/2012	45
	Union City	6/11/2012	20
Lunchtime Commute Workshop			
	Hayward	4/7/2012	2
	Hayward	4/16/2012	5
	Concord	5/3/2012	13
	Hayward	5/7/2012	3
	Hayward	5/23/2012	4
	Hayward	6/7/2012	7
Traffic Skills 101 Classroom Workshop			
	Hayward	5/12/2012	9
	Hayward	6/30/2012	7
Traffic Skills 101 Road Class			
	Berkeley	4/14/2012	8
UC Berkeley Diversion Class			
	Berkeley	1/26/2012	16
	Berkeley	2/6/2012	14
	Berkeley	2/23/2012	8
	Berkeley	3/5/2012	7
	Berkeley	4/2/2012	10
	Berkeley	4/26/2012	9
	Berkeley	5/7/2012	5
	Berkeley	5/31/2012	11
	Berkeley	6/4/2012	6
	Berkeley	6/28/2012	9
Total:			311

ATTACHMENT E
MAP OF BIKE SAFETY ACTIVITES (JAN 2012-JUNE 2012)



(Note: Includes classes from all funding sources. Multiple classes at same location only indicated once.)

**Bicycle Safety Education Program
January 1, 2012– June 30, 2012 Update
Alameda CTC**

Table D-1 shows, in the Column entitled “Reporting Period 6”, the classes we conducted from January through June, 2012. The “Reporting Period 6” classes are the classes funded through this Alameda CTC grant. Numbers reported in the “Added Classes” column are additional classes we taught with funding from the following sources: Kaiser Permanente, UC Berkeley Police, CSU East Bay Hayward, Safe Routes To School, a West Contra Costa County ‘Kids Plates’ grant, and from the Contra Costa Water District in Concord.

Review:

For the first half of 2012 we were able to host a grand total of 66 classes, we met beat our goals significantly on numbers of Spanish and Chinese language students, and we reached several East Bay communities for the first time ever. Our attendance and class numbers exceeded our performance measures in many categories such as Kids Bike Rodeos, Brown Bag Lunches, and Road Classes. We did fall a bit short on attendance for our Family Cycling Workshops, in part due to poor weather during a few of these outdoor events, an experience we have learned from in order to program more successful classes going forward. In total we are very happy to report that the number of students served to date is 4208, a whole 348 students over our goal!

Overall this past Spring and Summer 2012, the East Bay Bicycle Coalition taught eight TS101 Classroom Workshops in English with 121 participants, three TS101 classroom workshops in Spanish with 56 participants, and two TS101 classroom workshops in Cantonese with 66 participants. We also held four Road Classes with 71 participants, 21 one-hour commute workshops at businesses, schools, and churches with 297 participants, six Family Cycling Workshop with 117 parents and kids, three How to Ride a Bike clinics with 10 kids and 2 adults, and eight kids bike rodeos with 380 kids. Ten Police Diversion classes were held with a total of 95 students. These totals reflect classes taught in both Alameda and Contra Costa Counties, via all funding sources.

One of our most well attended one-hour commuter classes was held in downtown Oakland at a Caltrans safety seminar, with a total of 51 students. The class proved to be so popular that we were invited back to host a private on-the-bike infrastructure tour as part of a statewide Caltrans planner seminar in Emeryville, with bikes provided by Bay Area Bikes.

Spanish and Cantonese Language Instructors:

This February we hired two very capable bike safety enthusiasts for in-language classes, Charlie Fernandez-Hibbard and Willion Wu, and saw them through their training to become certified instructors. With their assistance we have been able to finish translating our marketing materials, promote our in-language classes effectively, identify ideal class locations within target communities, and finally host a series of very well attended Spanish and Cantonese language safety classes. We also used each of these classes as an opportunity to provide free bicycle helmets to each student, as well as to fit each helmet properly. Five of the students from our Cantonese language classes also joined us for our Road Class in Pleasanton at the end of June.

Additional Family Cycling Workshops and Bike Rodeos:

Our series of Safe Routes to School-funded classes kicked off in 2012 with two Bike Rodeos (Union City and Alameda) and one Family Cycling Workshop (Castro Valley). An as yet unspecified number of additional Kids Bike Rodeos and Family Cycling Workshops will be scheduled through the end of 2012 at SR2S partner schools around Alameda County.

Individual Bike Rodeos in Concord and Richmond were also made possible this Spring through Contra Costa-specific grant opportunities. These non-Alameda County events are significant as they provide more of our instructors an opportunity to gain bike rodeo experience, allowing us to host more of these classes in the future all over the East Bay.

To help increase attendance at our Family Cycling Workshops we are continuing to hand out free red blinky lights to each child who participates, purchased with funds from ACTC. Additionally, with these funds we have purchased free bike light sets for each graduate of our adult Road Classes, and the aforementioned helmets for attendees of our Spanish and Cantonese language classroom workshops. For the remainder of 2012 we will be experimenting with handing our free reflective vests to these students instead of helmets, as they are less expensive, more portable, do not require fitting assistance, can be used while walking or cycling, and are useful in collision *prevention* as opposed to injury *mitigation*.

Police Diversion:

We have continued collaborating with the UC Berkeley Police Department on a diversion program, allowing cyclists ticketed on campus to take a 2 hour class to have their \$200+ citations reduced to just \$50. The twice-per-month classes have proved to also be popular with non-ticketed students and residents as well, with a majority of attendees at each class present on their own volition. This is important because now the classes are validated without the need for local police to go on a cyclist ticketing spree. Ten of these classes have been taught so far this year for a total of 95 students.

Our plans to establish additional diversion programs around the county have seen significant progress. Alameda's Police Chief, Mike Noonan, and Emeryville's Chief of Police, Ken James, have both been very interested in bringing such a program to their cities, and we are on track to start monthly classes in Alameda this September with bi-monthly classes in Emeryville soon after. Via these classes we plan to demonstrate to the Alameda Courthouse the utility and importance of a countywide bicycle diversion program. We intend to eventually begin work with all of the Police Departments in Alameda County to strategically ticket unsafe cyclists and give them the option to attend a bike education class, reducing or negating the fine while gaining bicycle safety education.

The following police departments also continue to participate in our opt-in program handing out tear sheets with bike safety class information: Alameda, Livermore, Pleasanton, Dublin, Fremont, Newark, Union City, UC Berkeley, Richmond, Berkeley, Richmond and El Cerrito.

Bicycle Instructor Update:

We hosted a Train-the-Trainer workshop in March 2012, using it as an opportunity to familiarize new instructors with our staff and organization, practice presentations, share tips, and learn new skills.

At this workshop we invited a Red Cross instructor to provide First Aid training, after which each attendee was tested and individually certified. While the class schedule did not allow for CPR training, we are providing vouchers for any instructors to take this additional class for free on their own time. We have also purchased portable First Aid kits for each instructor to pack when teaching on-the-bike Road Classes and Family Cycling Workshops.

Our new Spanish and Cantonese language instructors have been a great help, but we are still looking for opportunities to enlist additional, non-English language LCIs to teach for us. One such opportunity will hopefully come out of our Contra Costa County grant, which includes funding to send at least one promising student through LCI training to become our second Spanish-language instructor, teaching classes in both Contra Costa and Alameda Counties.

Staffing Update:

At the beginning of 2012 we were able to bring on a part-time Safety Programs Intern, Robert Prinz, to assist Education Director Bonnie Wehmann with scheduling, promoting, and implementing our full calendar of classes. Prior to accepting this position Robert worked as an EBBC safety instructor, bringing this valuable perspective to the position. As of July he has now been promoted to Education Coordinator, making him EBBC's first dedicated, full-time bike safety employee, and adding a focus to our bike safety programs in a way that we hope will result in even more successful classes. Moving forward, Robert and Bonnie will be handling the majority of responsibilities for running the bicycle safety education program.

Website and Communications Efficiencies:

In addition to scheduling more classes and teaching more students than ever before, we have also been looking for smart ways to maximize our existing assets online. For instance, we now give registered students the option to send an email, Facebook, or Twitter invitation to their friends to join them at a class.

Another new feature is the "notification list sign-up" found through our site at www.ebbc.org/safety. This enables potential students who don't see a class in their area or at a time they can attend to still provide us with their contact info as well as desired class type and location. Then, when a class that meets their needs is scheduled we can send them a notification. Or if we get enough requests for a specific location or type of class we can make sure to set one up, as the demand has already been identified.

Additionally, for most types of classes on this same web page, we have set up "request a class" links which allow an individual to fill out a form, asking for a class to be held at their business, school, or other community organization. This helps us stay organized from the start, since all of the information we require for a successful class is on the form. Also, when site organizers come to us with a request it is usually a sign that they will be an engaged participant, helping us with promotion and taking more ownership of the opportunity. We of course realize that not every great class location has a web-savvy site coordinator so we will also continue to do class outreach and coordination by phone, fax, email, and face-to-face.

Finally, we want to make sure that our students are getting the most out of the classes we teach, so we have started to send out both pre- and post-class questionnaires by email, asking students to rate themselves on biking experience and confidence in traffic, as well as on what they are interested in learning, what prevents them from biking more, and where they heard about the class. This way we can compare answers to see if the classes are having the desired effect, add or change topics if we receive multiple requests, and determine which promotional efforts are the most effective.

Looking ahead:

For the first half of 2012 we were able to host a grand total of 66 classes, we met beat our goals significantly on numbers of Spanish and Chinese language students, and we reached several East Bay communities for the first time ever. Our attendance and class numbers exceeded our performance measures in many categories such as Kids Bike Rodeos, Brown Bag Lunches, and Road Classes. We did fall a bit short on attendance for our Family Cycling Workshops, in part due to poor weather during a few of these outdoor events, an experience we have learned from in order to program more successful classes going forward. In total we are very happy to report that the number of students served to date is 4208, a whole 348 students over our goal!

We are scheduling more classroom workshops in both Spanish and Cantonese through the end of 2012, and are also exploring potential locations for a successful Family Cycling Workshop in Spanish. An Oakland Road Class has been scheduled strategically in October after several of these classroom workshops have been completed, to make it as easy as possible for these students to attend.

We have also secured an additional funding source which will also allow us to host Spanish language classes in Concord, including Kids Bike Rodeos, adult classroom workshops and 1-hour commuter classes, and Family Cycling Workshops. More Bike Rodeos and Family Workshops will be scheduled via our Safe Routes to School funding, as well, and our upcoming police diversion programs will bring regularly scheduled classroom sessions to several communities.

Finally, we will be using our instructors to perform more cross-promotion of safety classes at EBBC advocacy events and vice versa, maximizing the exposure of all of our programs by integrating them into one another. A few examples of this cross-promotion are included below:

- A Bike Rodeo scheduled at Berkeley's October "Sunday Streets" event
- A bike safety quiz show and Rodeo scheduled at EBBC's PedalFest event in August
- Bike instructors tabling at BART stations during August "National Night Out" event
- Continued bike safety outreach at city BPAC and public health meetings
- Safety class promotion in conjunction with EBBC's "Local Working Groups" initiative
- Class promotion and safety outreach during valet bike parking events

Overall we continue to increase the number of attendees while expanding our safety programs to include additional areas and new types of classes.

Our current class schedule is available online at www.ebbc.org/safety.

Bike-Go-Round:

As part of this funding cycle we have been asked to also report on Cycles of Change's Bike-Go-Round program, which provides low-income East Bay residents with free bicycles and safety training. The target area for their efforts over the past 6 months has been East Oakland (zip codes 94606, 94602, 94621) and West Oakland (zip code 94607). Their partners for providing education and distribution services were:

- International Rescue Committee (East Oakland)
- The Bikery Community Bike Shop (East Oakland)
- The Bread Project (East and West Oakland)

We are glad to report that from January through June 2012 they have been able to outfit a total of 70 adults with a refurbished commuter bike complete with cargo rack, helmet, u-lock, safety lights, bike maps and tire patch kits. Participants have also attended an on-road bicycle training class hosted by Bike-Go-Round instructors, to help them become more familiar with their bike and more comfortable using it as a primary mode of transportation.

In addition, the Bike-Go-Round program has provided weekly bicycle maintenance services to many of the over 500 participants who have gone through the training and received bicycles over the last 3 years.

More information on this program can be found online at www.cyclesofchange.org/programs/bike-go-round.

**ACTIA BICYCLE/PEDESTRIAN COUNTYWIDE DISCRETIONARY FUND GRANT
PROJECT PROGRESS REPORT**

PROJECT PROGRESS REPORT NUMBER: 6

REPORTING PERIOD: **From:** January 1, 2012 **To:** June 30, 2012

PROJECT SPONSOR: City of Fremont
Main Project Collaborator: Generations Community Wellness

PROJECT TITLE: Tri-City Senior Walk Clubs
Marketed as the “Walk This Way Program”

ACTIA PROJECT No: A09-0026

STATUS

Project started in July 2009. Seventeen (17) Walk This Way program sessions conducted between July 1, 2009 and December 31, 2011.

ACTIONS (In this Reporting Period)

- Reviewed project progress with Generations Community Wellness and determined changes needed for future program implementation.
- Conducted outreach to individuals and groups interested in Walk This Way.
- Four 16-week program sessions implemented during the reporting period: Newark Silliman Center, Centerville Presbyterian Church, Centerville Community Center, and Union City Kennedy Center.
- A total of 97 seniors participated in the four sessions held during the reporting period.
- Each weekly program was 90 minutes and included weekly educational topic discussion, warm up exercises, walking, games that promote balance, coordination, strength, flexibility and brain

fitness, and cool down exercises. Field outing arranged where participants walked to a farmers market or local grocery store for an educational session on nutrition/healthy eating and pedestrian safety.

- Assessments conducted with each participant at the following intervals: Day 1, Week 8 and Week 16. Assessments included number of chair stands completed for a timed interval, amount of time taken to complete ¼ mile walk (one with long strides and one with march and side steps).
- Program participants also attended supplemental travel training programs that were coordinated by City of Fremont staff.
- Continue to provide support and training as needed for the peer leaders who are facilitating weekly walking program in Fremont, Newark and Union City for graduates of the previous Walk This Way sessions.
- Program surveys were completed at the end of the 16 week program. A summary of survey responses is included at the end of this report.

ANTICIPATED ACTIONS (In Next Reporting Period)

- Continue outreach to potential senior groups and walking club sites.
- Revise program curriculum and workbook, if needed, based on program participant feedback.
- Implement three to four Walk This Way program sessions during Fall 2012.
- Continue evaluation of the Walk This Way program.

SCHEDULE CHANGES

- ☒ The project remains on schedule, as shown in Attachment B of the Agreement.
- ☐ The project schedule has been revised and a Grant Amendment Request to reflect the proposed changes is attached for review and approval.

SCOPE CHANGES

- ☒ The project description is unchanged, and is the same as shown in Attachment A of the Agreement.
- ☐ The scope of the project has been modified and a Grant Amendment Request to reflect the proposed changes is attached for review and approval.

BUDGET

- ☒ The Task Budgets, as shown in Attachment C of the Agreement, are essentially unchanged.

- ☐ Changes are proposed to the Task Budgets. A Grant Amendment Request to reflect the proposed changes is attached for review and approval.

EXPENDITURES

- ☒ A Request for Reimbursement is included with this Progress Report. *Request for reimbursement for services rendered during FY11/12 (\$24,871.76) was mailed under separate cover by the City of Fremont's Finance Department.*
- ☐ No Request for Reimbursement is included with this Progress Report. *(If checked, then complete one of two check boxes below.)*

-
- ☐ A Request for Reimbursement was submitted within the last six months, on this date: *(enter date here)*
- ☐ No Request for Reimbursement has been submitted within the last six months for the following reason(s): *(enter reasons here)*

GENERAL

- ☒ At this time we anticipate no problems on the project.
- ☐ We anticipate problems in the following area(s) and would appreciate any assistance you could offer: *(enter description of any areas of concern and type of assistance requested here)*
- ☐ We anticipate problems in the following area(s) but do not feel we need your assistance at this time: *(enter description of any areas of concern here)*

PUBLICITY

- ☒ Updated and accurate project information is included, with a link to ACTIA's website, at the following web address: *(enter web address here)*
- <http://www.fremont.gov/BusinessDirectoryII.aspx?lngBusinessCategoryID=39>
- <http://www.generationswellness.org/aging/walkthisway.htm>
- <http://www.penipress.com/2010/11/04/more-seniors-using-public-transportation-or-walking-thanks-to-fremont-classes-video/>
- ☒ An article which highlighted this Project was published on the following date(s) in the publication(s) listed: *(enter dates and the names of any publications here)*
- Tri-City Voice, August 23, 2011, p. 24

SIGNALS

- ☒ Signal modifications are not part of the Project.

☐ Signal modifications are part of the Project.

Considered Included *(please check the appropriate box)*

<input type="checkbox"/>	<input type="checkbox"/>	Audible Pedestrian Signals
<input type="checkbox"/>	<input type="checkbox"/>	Adjustable Pedestrian Timing
<input type="checkbox"/>	<input type="checkbox"/>	Emergency Vehicle Pre-Emption

CONTRACT REPORTING

☐ Form attached (required for Project Progress Report No.'s 2 and 4).

☒ Form not required (Project Progress Reports No.'s 1 and 3). Entity with contract is a non-profit corporation.

PERFORMANCE MEASURES

☐ There are no Performance Measures for this project.

☒ There are Performance Measures for this project. A completed Performance Measures Report (Table D-1 from the grant agreement) is attached to this report.

PROJECT PERFORMANCE MEASURES REPORT

Project Performance Measures: Table D-1 describes what outcome-based performance measures are being evaluated to ensure that the project/program is meeting its objectives.

Table D-1: Performance Measures Report		
No.	Performance Measure	Progress/Activity this Period

1	<p>Number of program sessions completed</p> <p>6 sessions by 6/30/10</p> <p>12 sessions by 6/30/11</p> <p>17 sessions by 12/31/11</p> <p>20 sessions by 6/30/12</p>	<p><i>4 sessions started in 7/09 and met for 20 weeks:</i></p> <ul style="list-style-type: none"> - Newark Senior Center, Mondays, 9 – 10:30 - Tropics Mobile Home Park (Union City) Tuesdays, 8 – 9:30 - Fremont Senior Center, Thursdays, 8:30 – 10 - Fremont Senior Center, Thursdays, 10 – 11:30 <p><i>2 sessions started in 4/10 and met for 16 weeks:</i></p> <ul style="list-style-type: none"> - Wisteria Place (Union City), Fridays, 9 – 10:30 - Fremont Community Center, Thursdays, 10 – 11:30 <p><i>2 sessions started in 7/10 and met for 16 weeks:</i></p> <ul style="list-style-type: none"> - Afghan Elderly Association (Fremont) Wednesdays, 12 – 1:30 - Fremont Senior Center, Thursdays, 10 – 11:30 <p><i>3 sessions started in 9/10 and met for 16 weeks:</i></p> <ul style="list-style-type: none"> - Kennedy Center (Union City), Wednesdays, 9:30 – 11 - Fremont Teen Center, Fridays, 10 – 11:30 - Silliman Center (Newark), Tuesdays, 1 – 2:30 <p><i>3 sessions started in 3/11 and met for 16 weeks:</i></p> <ul style="list-style-type: none"> - Kennedy Center (Union City), Wednesdays, 9:30 – 11 - Centerville Community Center (Fremont) Fridays, 9:30 – 11 - Silliman Center (Newark), Tuesdays, 1 – 2:30
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2	<p>Level of program participant satisfaction</p> <p>Achieve satisfaction rating of “excellent” or “good” on at least 90% on participant surveys of program experience</p>	<p>84% of participants surveyed during reporting period rated their overall program experience as “excellent”. 16% rated their program experience as “good”.</p> <p>100% of participants surveyed during reporting period said they would recommend the program to others.</p>
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Results from Walk This Way Program

Spring 2012 Program Sessions

97 Program Participants

NEWARK SILLIMAN CENTER (N=23)

Tuesday@ 10-11:30am:

- 100% of the participants increased their number of chair stands from Day 1 to the conclusion of the program.
- 100% of the participants decreased the amount of time it takes to walk the ¼ mile walk from Day 1 to the conclusion of the program.

UNION CITY (KENNEDY COMMUNITY CENTER) (N=20)

Wednesday@ 9:30-11am:

- 100% of the participants increased their number of chair stands from Day 1 to the conclusion of the program.
- 100% of the participants decreased the amount of time it takes to walk the ¼ mile walk from Day 1 to the conclusion of the program.

FREMONT (FREMONT COMMUNITY CENTER) (N=24)

Thursday@ 9:30-11 am:

- 100% of the participants increased their number of chair stands from Day 1 to the conclusion of the program.
- 100% of the participants decreased the amount of time it takes to walk the ¼ mile walk from Day 1 to the conclusion of the program.

FREMONT (CENTERVILLE PRESBYTERIAN CHURCH) (N=30)

Friday@ 9:30-11 am:

- 100% of the participants increased their number of chair stands from Day 1 to the conclusion of the program.
- 100% of the participants decreased or remained the same for the time it takes to walk the ¼ mile walk from Day 1 to the conclusion of the program.

Participation in supplemental Travel Training Workshops:

40 of the 97 participants (41%) took a two day travel training workshop to learn how to use the regional public transit systems.

Travel training workshops cover classroom and hands-on instruction on buses and BART. Topics covered during the training include: types of fare and fare media, use of Clipper cards, map and schedule reading, trip planning, transit transfers, transit accessibility features, use of 511 phone and internet resources, and traveling on transit safely.

WALK THIS WAY

PROGRAM EVALUATION (n=43)

1. How would you rate your overall experience of the Walk This Way Program?

Excellent	Good	Fair	Poor
36 - 84%	7 - 16%		

2. How would you rate the instructor who ran this program?

Excellent	Good	Fair	Poor
37 - 86%	6 - 14%		

3. Would you recommend this program to others?

Definitely	Maybe No
43 - 100%	

4. This program improved my overall health and well being:

A lot	Quite a bit	Moderately	Slightly	Not at all
20 - 47%	19 - 44%	4 - 9%		

5. This program helped me to increase my walking:

A lot	Quite a bit	Moderately	Slightly	Not at all
13 - 30%	22 - 51%	6 - 14%	1 - 2%	

6. This program helped me to increase my fruit and vegetable intake:

A lot	Quite a bit	Moderately	Slightly	Not at all
9 - 21%	23 - 53%	7 - 16%	2 - 5%	1 - 2%

7. This program helped me understand how to live a more healthy lifestyle:

A lot	Quite a bit	Moderately	Slightly	Not at all
18 - 42%	24 - 56%	1 - 2%		

8. This program increased my understanding of how exercise can decrease risks for or manage chronic health conditions:

A lot	Quite a bit	Moderately	Slightly	Not at all
20 - 47%	19 - 44%	9 - %		

9. This program increased my knowledge about pedestrian safety:

A lot	Quite a bit	Moderately	Slightly	Not at all
14 - 33%	17 - 40%	12 - 28%		

10. This program increased my knowledge about driving safety:

A lot	Quite a bit	Moderately	Slightly	Not at all
7 - 16%	18 - 42%	14 - 33%	3 - 7%	

11. This program increased my knowledge about alternative transportation resources in the community:

A lot	Quite a bit	Moderately	Slightly	Not at all
9 - 21%	19 - 44%	12 - 28%	2 - 5%	

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MEMORANDUM

To: Countywide Bicycle and Pedestrian Advisory Committee

From: Rochelle Wheeler, Countywide Bicycle & Pedestrian Coordinator
Beth Walukas, Deputy Director of Planning

Date: August 30, 2012

Subject: Overview of OneBayArea Grant Program and Draft Alameda CTC Complete Streets Policy Requirement

Recommendation

BPAC is requested to review and comment on Alameda County's proposed policy considerations for implementation of the Metropolitan Transportation Commission's (MTC's) Resolution 4035, which includes the One Bay Area Grant (OBAG) program, and in particular to focus on those components related to bicycling and walking, including complete streets.

Summary

The attached staff report and attachments, which are being presented to Alameda CTC committees in September, describe the OBAG program which includes funding objectives, funding distributions, policy outcomes and implementation requirements. The staff report provides an update on policy considerations for how Alameda CTC can implement the OBAG program in Alameda County.

The attached staff report provides an overview of the following:

- Federal funding (Cycle 2) and the OBAG program,
- Complete Streets and Priority Development Area (PDA) Investment and Growth Strategy requirements and how they are being addressed in Alameda County,
- Programming considerations for establishing local funding priorities,
- Outreach activities and overall implementation schedule, and
- Policy considerations.

Also attached is the related staff report with the proposed Alameda CTC draft complete streets policy requirement.

At its meeting, Alameda CTC will present an overview of the OBAG program, focusing on the bicycling and walking components which include complete streets requirements, and the allocation of funding

for walking and bicycling which will be coordinated with Measure B and Vehicle Registration Fund (VRF) bicycle and pedestrian funds. Staff will also solicit feedback on the proposed Alameda CTC complete streets policy requirement.

Attachments

05A: ACTAC Meeting OBAG Staff Report and Attachments

05B: ACTAC Complete Streets Staff Report and Attachments



Memorandum

DATE: September 3, 2012

TO: Alameda County Technical Advisory Committee (ACTAC)

FROM: Tess Lengyel, Deputy Director of Policy, Legislation and Public Affairs
Beth Walukas, Deputy Director of Planning
Matt Todd, Manager of Programming

SUBJECT: Review of **Metropolitan Transportation Commission (MTC) Resolution 4035 and One Bay Area Grant Program (OBAG) Implementation in Alameda County**

Recommendation

ACTAC is requested to review Alameda County's proposed policy recommendations for implementation of the Metropolitan Transportation Commission (MTC) One Bay Area Grant (OBAG) program included in MTC Resolution 4035 (Attachment A).

Summary

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 that Bay Area congestion management agencies must meet as a condition for the receipt of OBAG funds. The purpose of this memorandum is to provide a brief overview of the OBAG Program and Alameda CTC's proposed approach to meet the OBAG Program requirements.

This memorandum provides an overview of the following:

- Federal Cycle 2 and OBAG program
- Complete Streets and Priority Development Area (PDA) Investment and Growth Strategy requirements and how they are being addressed in Alameda County
- Programming and project selection considerations
- Outreach activities and overall implementation schedule
- Policy recommendations for OBAG implementation

Discussion

The OBAG program is the region's newest approach to distribute federal STP/CMAQ funds to Bay Area congestion management agencies to better integrate the region's federal transportation

program with the state's climate change legislation (2008 Senate Bill 375) and with the development of a Sustainable Community Strategy (SCS). Through the implementation of the OBAG Program, it is the region's goal to encourage counties to develop and implement land use and housing policies that support the production of housing with supportive transportation investments. To accomplish this goal, MTC and Association of Bay Area Governments (ABAG) developed the OBAG program framework to financially support and reward jurisdictions that help in fulfilling the state's mandates as well as other policies established in the on-going development of the Regional Transportation Plan (RTP).

Overview of the Federal Cycle 2 STP/CMAQ Funding and One Bay Area Grant Program

MTC's Resolution 4035 provides guidance on the policy and programming for the Federal Cycle 2 funding. The OBAG program is a major component funded by the Federal Cycle 2 program to link transportation and land use to support the implementation of the Sustainable Communities Strategy. The funding amounts may change based upon the outcomes of the adopted federal surface transportation act, MAP-21, which was signed into law in July 2012.

Federal Cycle 2 STP/CMAQ Funding Summary

Below is a brief overview of the current Federal Cycle 2 and OBAG fund estimates.

- Estimated total available Federal Cycle 2 fund for the entire Bay Area: \$795 million
- Funds are split as follows:
 - 60 percent (or \$475 million) allocated to the Regional Program to be administered by MTC
 - 40 percent (or \$320 million) allocated to OBAG Program for the nine Bay Area counties
- Alameda County's estimated share of the OBAG funding is \$63 million spread over four fiscal years (FY 2012-13 through FY 2015-16).
- Safe Routes to Schools remains a regional program with direct county distributions, including \$4.3 million for Alameda County.
- The program is flexible and can be used on the following types of investments:
 - Local streets and roads preservation on the Metropolitan Transportation System (MTS) roadway network
 - Bike/pedestrian investments
 - Transportation for Livable Communities
 - Safe Routes to Schools
 - Priority Conservation Areas
 - CMA planning
- In large counties, such as Alameda County, 70 percent of the OBAG funding must be programmed to transportation projects that support PDAs and 30 percent of the OBAG funds may be programmed for transportation projects anywhere else in the county.

One Bay Area Grant Policy Framework and Requirements

The following highlights the general policy framework of OBAG and key requirements:

- Use transportation dollars to reward jurisdictions that accept housing allocations through the Regional Housing Need Allocation (RHNA) process to support the Sustainable Communities Strategy.
- Target transportation investments in Priority Development Areas (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.
- Require the adoption of a Complete Streets policy resolution at the local level
- Require OBAG funding recipients to have adopted RHNA Compliant General Plans. A jurisdiction is required to have its general plan housing element adopted and certified by the state prior to January 31, 2013.
- Expand the Priority Conservation Area (PCA) eligibility to all counties, with priority for North Bay Counties (Marin, Napa, Solano and Sonoma), allowing all areas to compete for PCA funding.
- Require public outreach and involvement processes to provide input and share information about how OBAG funds are programmed.

Alameda County Transportation Commission's Proposal to Meet OBAG Requirements

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
2. Development of a Priority Development Area Investment and Growth Strategy by May 1, 2013

Complete Streets Requirements

To receive funding from the OBAG program, by January 31, 2013, a jurisdiction is required to have either updated its General Plan to comply with the California Complete Streets Act of 2008 or adopted a Complete Streets Resolution that incorporates specific complete streets elements. MTC guidance for Complete Streets is described in Attachment B. The goal of this requirement is to ensure that, wherever possible, all transportation improvements will be planned, designed, constructed, operated, and maintained to support safe and convenient access for all users, and increase mobility for walking, bicycling, and transit use, while promoting safe and accessible operations for all users. Under a separate agenda item, Item 5B, ACTAC and the Commission will be requested to review and provide feedback on a draft Alameda County resolution for jurisdictions to adopt to meet the OBAG requirement.

Considerations for Complete Streets Next Steps: Beyond meeting the requirements of the OBAG Program, and based on the feedback heard at the workshop that the Alameda CTC sponsored on June 19, 2012, Alameda CTC may consider the following activities to effectively move forward with Complete Streets development and implementation in Alameda County. Implementation will depend on funding availability, which will be determined over the next few months, including OBAG and other funding sources. These items will require further refinement with input from stakeholders, through existing Alameda CTC committees, such as ACTAC, PAPCO, and BPAC. Additional detail on each of these areas of consideration is included in Attachment C.

Local assistance:

- Provide technical assistance and training to local jurisdictions to develop, adopt, and implement local complete streets policies.

- Promote information sharing on Complete Streets between local jurisdictions via regular forums, such as ACTAC and the Pedestrian Bicycle Working Group meetings.
- Provide tools and resources to assist local jurisdictions with educating the public and elected officials on Complete Streets.
- Support local jurisdictions in monitoring and assessing how they are meeting Complete Streets goals by taking on or continuing data collection-related roles.
- Provide support to local jurisdictions in complying with the California Complete Streets Act; for instance, by providing forums to clarify the state requirement.

Alameda CTC internal actions:

- Adopt an internal (Alameda CTC) Complete Streets policy, which would address the programming of funds and, where applicable, project implementation.
- Provide education for Alameda CTC Commissioners on Complete Streets through periodic presentations at Committee and Commission meetings. This will support increasing the knowledge and common approach to Complete Streets at the local level, as the Commissioners bring their knowledge back to their communities.
- Develop Alameda CTC Complete Streets policy guidelines.

Monitoring:

- Monitor local adoption of Complete Streets policy resolutions through January 2013.
- Monitor local updates of General Plans to incorporate Complete Streets, per state law and the MTC requirement, through 2015.
- Set up a method for monitoring implementation of Complete Streets at the county level.

Priority Development Area Investment and Growth Strategy Requirements

The OBAG program requires that by May 1, 2013, the Alameda CTC must prepare and adopt a PDA Investment and Growth Strategy to guide the selection of transportation projects to be funded with OBAG funds. The initial details of the required activities for the development of the PDA Investment and Growth Strategy are included as Attachment D. However, the exact roles and responsibilities of the Bay Area CMAs and the regional agencies (MTC and ABAG) for the development of the PDA Investment and Growth Strategy are still being identified.

To comply with the new regional policy requirements for federal funding through the OBAG Program, Alameda CTC is required to expand its traditional planning and programming practices and utilize new factors to prioritize transportation projects to be eligible to receive OBAG funding. The development and periodic updating of the PDA Investment and Growth Strategy will provide critical information to help determine how to program 70 percent of the OBAG funding to transportation projects that encourage land use development in PDAs. Historically, allocation of the federal funds has been prioritized for maintenance and rehabilitation projects.

To develop a meaningful and effective PDA Investment and Growth Strategy to guide transportation investments that are supportive of PDAs, staff proposes that the Alameda CTC undertake the following planning activities:

- Engage local planners, public works staff, and policy makers to provide information regarding the concept of a typical PDA, its normal development process (from planning to construction), and factors that affect the development of a PDA.
- Engage local planners to assess the development status, costs, and funding of each of the 43 approved PDAs in Alameda County.
- Develop a PDA Strategic Plan to document the process for prioritizing projects for OBAG funding.

Alameda County Population, Housing and PDA and Priority Conservation Areas: By 2040, Alameda County is projected to have a population of approximately 1.9 million people and is expected to increase from approximately 580,000 housing units in 2010 to approximately 730,000 housing units in 2040 (a 25-30 percent increase) and from approximately 695,000 jobs in 2010 to 950,000 jobs in 2040 (a 36 percent increase). Currently, there are 43 PDAs in Alameda County approved by ABAG. These 43 Alameda County PDAs have been self-nominated by local jurisdictions as appropriate areas for development and meet three criteria: located in existing communities, located near transit, and planned for more housing. Originally, PDAs focused on housing production but were later expanded to include jobs, a critical element in the success of PDA development.

According to the regional *Jobs-Housing Connection Strategy*, these 43 PDAs are expected to accommodate approximately 75-80 percent of the growth in housing units and 65-70 percent of the jobs. Over two-thirds of the PDAs are located in the north and central areas of the county, which together are expected to accommodate just under half the growth in housing units and in jobs (approximately 45 percent). The south and east areas of the county are projected to accommodate approximately 30 percent of the growth in housing and 20 percent of the growth in jobs. The remaining housing growth (approximately 26 percent) and growth in jobs (approximately 34 percent) is projected to occur in non-PDA areas. In addition, there are 17 PCAs that have also been approved by ABAG, of which 8 are located in North County.

PDA Development Factors: PDAs are developed and implemented over a long time horizon and can take from 10 to 30 years to be fully developed due to the timeframes required for general plans and zoning designation updates, and/or the demand for housing, either rentals or ownership, takes time to mature. PDAs are expected to develop incrementally, building by building, as the market allows and funding is available. A successful PDA is expected to include adequate housing for all income levels, access to jobs and multi-modal transportation infrastructure, and it also must provide other public services, such as police, fire, schools, utilities, and other infrastructure upgrades, which are funded through other non-OBAG funding sources. Due to the economic downturn in 2008 and the loss of redevelopment funds, local jurisdictions are facing challenges in providing these basic services.

An additional factor to the success of PDAs is that their development primarily relies on infill development opportunities, which can be complex. Although every land-use development project is complicated, infill development has its own set of challenges including:

- More expensive product type
- Need for higher than currently zoned height limits

- Small and/or narrow parcels
- Difficult to redevelop existing uses
- Lack of community support, particularly in existing neighborhoods primarily composed of single-family dwelling units

As a result of these challenges, it can be more difficult to attract financing.

For developers, any development and particularly infill development will need to meet certain litmus tests. Before proposing on a project, a developer will evaluate market support, city support, community support, and financial return. They will ask if zoning is in place, if the proposed development fits with the surrounding uses, if there is sufficient water and sewer capacity or an agreement for future capacity, and/or if entitlements are difficult to get. They will want information on the feasibility of the market including demographics (e.g., basic demand trends, current and projected population and age, employment levels), median household income, number and type of jobs, new housing values/home re-sale values, apartment rental rates, and permit activity.

PDA Strategic Plan: The commitment required to develop PDAs is long term compared to the short term, 4-year funding cycle for the current OBAG program, and demonstrates the need for a PDA Strategic Plan in Alameda County that shows how the 43 PDAs in Alameda County can be expected to be supported over the next 28 years, the timeframe of the Countywide Transportation Plan and the Regional Transportation Plan. To develop an Alameda County PDA Strategic Plan, staff is working with local jurisdictions to create an inventory of PDAs in Alameda County, assess PDA readiness to receive funding based on the type of planning that has been done and the policies in place, determine the strength of the housing market and the status of housing and jobs development, and determine transportation project readiness. A draft inventory is expected to be available by September 20, 2012, and staff will present data at the September committee meetings as it becomes available. The draft inventory will be used to develop a draft Strategic Plan in October 2012, concurrent with the programming guidelines being developed and which are discussed in the next section.

While this discussion focuses primarily on PDAs, Alameda County's 17 PCAs are also important because there is \$5 million of non-OBAG regionally competitive funding for these areas that promote open space, conservation, and habitat protection. Examples of projects eligible for this funding are still being determined, but could include planning, land/easement acquisition, farm-to-market capital projects, and open space access projects. An inventory of Alameda County's PCAs is also being conducted, but it is not yet available and will be presented to the Commission later in the fall.

Programming Considerations for Establishing Funding Priorities

MTC has requested an OBAG program recommendation by June 30, 2013, that demonstrates that OBAG program requirements have been met in the allocation of funding to local transportation priorities. The Alameda CTC has been provided with a programming target of \$63 million in STP and CMAQ funds over the next 4 years.

OBAG Funding Eligibility Constraints

Even though this \$63 million constitutes less than 1 percent of the total amount of funding that Alameda County is projected to receive over the next 28 years (assuming Measure B1 passes in November), it is overly subjected to a number of requirements that the Alameda CTC and local jurisdictions must meet to receive this federal funding. In addition, the programming of these federal funds will be further constrained to only a mix of transportation projects that conform to the eligibility requirements of the approximately \$36 million of CMAQ and \$27 million of STP (including \$4 million of Transportation Enhancement (TE)/Transportation Alternatives under MAP-21) available to program. Furthermore, selected projects will be required to meet federal obligation deadlines no later than FY 15-16 (i.e., be ready to submit request for fund obligation to Caltrans in by January 2016). In addition, certain types of transportation projects are eligible for the OBAG federal fund sources, CMAQ and STP. Eligible types of projects include:

- Capital pedestrian projects/improvements
- Capital bicycle projects/improvements
- Safe Routes to Schools education and outreach
- Transportation Demand and Traffic Management
- Outreach, rideshare, and telecommuting programs
- Signal improvements
- Transit capital and transit expansion
- Experimental pilot programs
- Alternative fuel projects
- Road rehabilitation (road rehabilitation is not eligible for CMAQ funding)

Grant size requirements: OBAG project selection is constrained by minimum grant size requirements. Selected projects must be a minimum of \$500,000, or no less than \$100,000 for any project, provided the overall average of all grants meets the \$500,000 minimum threshold.

OBAG-specific evaluation criteria: In addition to the above constraints, specific funding priorities must place emphasis on the following OBAG project selection criteria:

- Projects located in “high impact” project areas: Key factors defining high-impact areas include:
 - 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
 - Jobs in proximity to housing and transit (both current levels and those included in the SCS)
 - Improved transportation choices for all income levels (reduces VMT), proximity to quality transit access, with an emphasis on connectivity (including safety, lighting, etc.)
 - 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
 - Project areas with parking management and pricing policies

- Projects located in Communities of Concern (COC) – favorably consider projects located in a COC (see: <http://geocommons.com/maps/110983>).
- 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 with Air District Communities Air Risk Evaluation (CARE) communities and/or are in proximity to freight transport infrastructure – favorably consider projects located in PDAs with highest exposure to particulate matter and toxic air contaminants where jurisdictions employ best management practices to mitigate exposure.

Alameda CTC Considerations for Programming OBAG Funds

In determining the project selection criteria for this funding cycle, all of the above requirements need to be included as well as some traditional criteria that have been used in past funding cycles. Project selection criteria that could be used in this OBAG funding cycle include: transportation need and project readiness; proximate access/PDA supportiveness; the role of funding exchanges; equity; and maximizing funding sources, as follows.

- *Transportation need and project readiness:* Based on the PDA Strategic Plan, PDAs that may be ready to receive transportation funding and PDAs that need planning support will be identified. For PDAs that are ready to receive funding, transportation projects that are needed and are ready to be under construction by January 1, 2017 will be identified. These transportation projects must be in PDAs or provide proximate access to a PDA. For projects beyond 2018 that would be addressed in future funding cycles, the need for planning support may be identified. The analysis of PDAs that are ready to receive funding and which need support will be included in the PDA Strategic Plan. Individual projects proposed for OBAG funding will need to meet all the OBAG minimum requirements and provide information that demonstrates support for the PDA, including the nexus of how the project will leverage the advancement of PDA development. All projects proposed for OBAG funding will also still be required to provide traditional project information such as project benefit, current status of project, delivery schedule, funding plan, and work completed to date as part of the evaluation process.
- *Proximate Access/PDA Supportive Projects:* Per the MTC OBAG policy, 70 percent of the OBAG funds are required to be programmed to projects that are physically in a PDA identified area or provide proximate access to a PDA. For any project not physically located in a PDA boundary, the Alameda CTC will be required to map proposed projects and provide policy justification for how the project provides the proximate access to a PDA. This process is required to be included in a publicly reviewed programming process. For a project to be considered PDA supportive, the project will need to be physically located within the boundaries of a PDA or provide a justification of how the proposed transportation improvement will facilitate travel to or from a PDA or between the PDA and a job center or other important community services or areas.

- *Role of funding exchanges:* In the past, exchanges have been used to fund large projects with a more restrictive funding source, allowing for the funding of multiple smaller projects with a local fund source. The OBAG program has many characteristics that make it a good fit for an exchange scenario, which is being considered as part of the programming approach. CMAQ funding makes up the majority of the OBAG programming capacity. CMAQ also has more restrictive eligibility requirements than the STP funds that are also available through the OBAG program. If an exchange candidate is identified that is eligible to expend the federal funds within the required schedule, the final program of projects could benefit with more flexibility in the types of projects selected for the OBAG program. This is based on the assumption that OBAG requirements would still need to be met for the exchanged funds (i.e., 70 percent of the programmed funds supporting PDAs and a program selected by June 30, 2013).
- *Equity:* Equity is also an issue that needs to be addressed. There are metrics such as population that are often used, by county, planning area, or local jurisdiction. Equity can be measured over a period of time or funding cycles to provide more flexibility when dealing with larger projects or in other ways, such as pavement condition for local streets and roads funding, and vehicles registered by planning area. Equity measured over all the fund sources that the Alameda CTC is responsible to program would provide flexibility to fund a wide variety of projects and transportation needs in Alameda County.
- *Maximizing fund sources:* Other fund sources could also be considered in Alameda CTC's approach to selecting projects for the OBAG program. When considering other fund sources that could complement the OBAG program, Alameda CTC should also consider the timing, eligibility, and best use of each individual fund source, in a comprehensive manner. Policies for consideration include:
 - Certain fund types for matching purposes
 - Certain fund types for specific project categories/types
 - Certain fund types for the preliminary phases of projects (environmental or design)
 - A package of projects that provides a balance of project development and capital phases to advance the ready to be constructed projects as well as creating a shelf of projects that will be ready for future cycles of capital funding

Other fund sources that Alameda CTC is also responsible for programming include:

- Measure B funds (about \$60 million per year in programmatic funds)
- Vehicle Registration Fee (VRF, about \$11 million per year)
- State Transportation Improvement Program (STIP, about \$30 million in the 2012 STIP over a 2-year period)
- Transportation Fund for Clean Air (TFCA, about \$2 million per year)

Defining a Program of Projects and Establishing Programming Guidelines

Applying the overall programming target of \$63 million to the region's new policy requirements and approach to the programming of federal transportation fund to promote the development of

PDAs and focused development, it is proposed that the Alameda CTC develop programming guidelines to program the OBAG funds to the following categories: Planning/Programming Support, Local Streets and Roads, PDA Supportive Transportation Investments, and Safe Routes to School (SR2S). The limitations of the eligibility of STP and CMAQ and the status of the development of the PDAs will play a role in the amount of funds available for each program category (the identification of an exchange could provide flexibility in defining funding for each program category).

- *Planning/Programming*: Consider the ongoing planning and programming functions provided by the Alameda CTC to maintain compliance with MTC mandated requirements (e.g., RTP, CMP, countywide travel demand model, Lifeline, fund programming). Other planning needs that emerge from the PDA Investment and Growth Strategy and PDA Strategic Plan and/or programs to provide PDA technical assistance to local agencies should also be considered. These efforts will need to be funded with STP funds because they are not eligible for CMAQ funds. This programming can be split between the 70/30 percent PDA and non-PDA categories on a similar percentage. The identification of an exchange, as described above, could provide flexibility in funding this program category.
- *Local Streets and Roads (LSR)*: These projects are not eligible for CMAQ funding. Projects may be included in the PDA Supportive category based on the location of the project. LSR funds have been programmed by a formula in the past (last cycles formula included Population/Road Miles/PCI/Shortfall each weighted 25 percent). Exchanges in the LSR program have been used in the past to allow smaller jurisdictions to implement projects with non-federal funds.
- *PDA Supportive Transportation Investment (non-LSR)*: Based on the expected needs of the Planning/Programming and LSR categories, it is expected that the projects in this category will need to be CMAQ eligible. This category could include PDA supportive bicycle, pedestrian, and transit capital improvement projects. The identification of an exchange could provide flexibility in funding projects for this program category.
- *Safe Routes to School (SR2S)*: MTC has identified about \$4.3 million for SR2S efforts over a 4-year period over and above the OBAG funds. The level of effort required to continue the SR2S program in Alameda will need to be evaluated. If additional resources are required, OBAG funds are eligible to supplement the already identified funding for this project. The current Alameda Countywide SR2S program has an annual budget of about \$1.2 million.
- *Priority Conservation Areas (PCA)*: This is a \$10 million program that is regionally competitive. Alameda County projects can compete for up to \$5 million (\$5 million is dedicated to the North Bay counties). Eligible projects 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. A 3:1 match is required for all projects outside of the North Bay Counties. Alameda CTC will need to determine an approach for PCAs, including working with partner

agencies, such as the East Bay Regional Park District, to apply for funds through the regional program.

Alameda CTC OBAG Implementation Schedule and Outreach Activities

The following summarizes a month-by-month schedule for the Alameda CTC implementation and outreach activities for the OBAG program. The detailed implementation and outreach schedule is included as Attachment E.

Table 1: Alameda CTC OBAG Implementation Schedule

Date	OBAG Items to Alameda CTC Board and Committees
September 2012	<ul style="list-style-type: none"> • Overall OBAG approach, policy discussion, and feedback from Commission and Committees • Complete Streets draft policy
October 2012	<ul style="list-style-type: none"> • Initial Draft OBAG Program Guidelines • Draft PDA Strategic Plan • Final Complete Streets Policy
November/December 2012	<ul style="list-style-type: none"> • Draft OBAG Program guidelines and project and program selection criteria and process • Draft Final PDA Strategic Plan
December 2012/January 2013	<ul style="list-style-type: none"> • Final OBAG Program adoption including guidelines and project and program selection criteria and process
January 2013	<ul style="list-style-type: none"> • PDA Growth and Investment Strategy update • Report on Complete Streets Policy approvals by jurisdictions • Update on programming
February 2013	<ul style="list-style-type: none"> • Initial Draft PDA Growth and Investment Strategy Draft • Update on programming
March 2013	<ul style="list-style-type: none"> • Final Draft PDA Growth and Investment Strategy to Commission • Update on programming
April 2013	<ul style="list-style-type: none"> • Final PDA Growth and Investment Strategy Adoption by Alameda CTC and submission to MTC • Draft OBAG programming recommendation
May/June 2013	<ul style="list-style-type: none"> • Final Commission approval of OBAG programming and submission to MTC

Alameda CTC Public Outreach Activities for OBAG: The Alameda CTC will conduct the following outreach activities during the development of the Alameda County OBAG Program. These outreach activities are consistent with the requirements of Resolution 4035.

- Social media coverage of outreach: Facebook and Twitter
- Presentation of OBAG efforts to Alameda CTC public meetings:
 - Alameda CTC Commission and standing committees:
 - Policy, Planning and Legislation Committee

- Projects and Programming Committee
- Alameda CTC Advisory Committees:
 - Alameda County Technical Advisory Committee
 - Bicycle and Pedestrian Advisory Committee
 - Citizens Advisory Committee
 - Citizens Watchdog Committee
 - Paratransit Advisory and Planning Committee
 - Paratransit Technical Advisory Committee
- Publication of OBAG efforts on Alameda CTC website
- Publication of OBAG efforts in Executive Director's Report
- Publication of OBAG efforts in E-newsletter publications
- Distribution of OBAG fact sheet at Alameda CTC table at public events (pursuant to existing outreach calendar)
- Outreach to Alameda CTC Community and Technical Advisory Groups involved in the development of the Countywide and Transportation Expenditure Plans
- Outreach to contacts made through the Countywide and Transportation Expenditure Plan processes
- Press releases at key milestones to inform media of Alameda County OBAG implementation activities

Alameda CTC Policy Considerations

This section addresses policy recommendations for consideration in addressing OBAG implementation and programming of funds for Cycle 2. The six areas for consideration are listed below, and staff requests feedback from the Commission:

- *Housing Policies:* SB 375 specifically requires, amongst many things, that a Sustainable Communities Strategy (SCS) identifies areas within the region sufficient to house all the region's population, including all economic segments, and sets forth a forecasted development pattern that, when integrated with the transportation network, will reduce greenhouse gas (GHG) emissions to achieve the adopted GHG emission reduction goals. In addition, SB 375 states that an SCS shall not supersede the exercise of the land-use authority of cities and counties within the region.

Balancing state, regional, and local regulatory authority is essential to ensure that jurisdictions develop in a manner consistent with the unique attributes of each community while also meeting state law and regional requirements. As part of the OBAG program, via the PDA Investment and Growth Strategy, there are two timelines for addressing housing policies:

- The first requires by May 1, 2013, that Alameda CTC review the progress of local jurisdiction implementation of housing elements and identify housing policies that encourage affordable housing production and/or community stabilization.
- The second requires that beginning in 2014, PDA Investment and Growth Strategies must assess performance in housing production for all income levels, and that locally crafted policies should be targeted to the specific circumstances of each PDA. CMAs are expected to assist local agencies in implementing local

policy changes to facilitate achieving housing goals and to recommend policy changes where applicable.

Given the required timelines for acquiring information about housing policies and assessing their performance, as well as recognizing that there is not a “one size fits all” policy that will support all the varied PDAs throughout Alameda County (since all jurisdictions will develop in different ways and have different housing needs), staff recommends that the Commission honor the development of housing policies at the local jurisdictional level. Staff recommends that Alameda CTC’s role should be to assist in the development of a countywide assessment to address how all the individual policies interact with one another from a countywide perspective in supporting the implementation of the SCS.

- *Jobs and Proximity to PDAs:* In Alameda County, as of spring 2012, 9.7 percent of the labor force—or 75,200 people—were unemployed. The annual average unemployment rate in Alameda County in 2008 before the real estate market crash was 6.2 percent, or 46,700 people. Due to the economic recession, Alameda County has lost an estimated 28,500 jobs. Transportation investments are strongly linked to job creation by either creating new jobs, sustaining existing ones, or expanding access and services for workers to more efficiently get to existing jobs. ABAG’s *Jobs-Housing Connection Strategy* (May 2012) identifies that Alameda County will experience employment growth of over 250,000 jobs through 2040. Of those, it is expected that approximately 69 percent of the new job growth will be located in PDAs; however, of the total jobs in Alameda County during that period, ABAG’s reports shows that only 51 percent will be located in PDAs.

OBAG requires that 70 percent of its funding allocation to large counties, like Alameda County, must be spent in PDAs. OBAG allows counties to spend a portion of the 70 percent funds outside PDAs if the expenditures provide proximate access to a PDA, and the county has developed and adopted a policy rationale for determining proximate access. In Alameda County, not all major job centers are located in PDAs. Staff recommends that transportation investments supporting access to jobs serve as a key determinant in defining proximate access to PDAs.

- *Technical Assistance Programs:* SB 375 requires significant changes to the development of the general plan housing elements. In addition, OBAG requires that 70 percent of the funds be allocated in PDAs to support more investments in PDAs to connect transportation and housing. The work that local jurisdictions must do to support these policy changes is significant for both the short-term efforts of this OBAG funding cycle, as well as the long-term requirements of both SB 375 and OBAG. Based upon feedback from Alameda County jurisdictions, there is strong support for a simple and readily accessible method to acquire technical and financial support for PDA development in both current and long-term horizons, including potentially funding staff for local jurisdictions to perform the required steps to develop PDAs. Staff recommends the development of Technical Assistance Programs and/or local jurisdiction staff augmentation to support PDA development, particularly in light of the loss of staff at

local jurisdictions, and that Alameda CTC seek additional funding through the regional programs to support this effort.

- *Funding Flexibility and Programming Guidelines:* The Alameda CTC will develop programming guidelines for implementation of the OBAG program in Alameda County. Initial draft program guidelines will come before the Commission in October and final guidelines are expected to be adopted in December 2012 or January 2013. Staff recommends that four elements be considered as the major funding categories under this OBAG funding cycle and include the following:
 - Planning and Programming Support: Support Alameda CTC planning and technical assistance programs, as described previously.
 - Local Streets and Roads: Support local streets and roads as a specific category, recognizing its importance as a backbone to the transportation system that supports transit, bicycle, pedestrian, freight, and emergency services. Complete Streets policies described earlier in this memo apply to this funding category.
 - PDA Supportive Transportation Investments: Support investments in PDAs that enhance bicycle, pedestrian, local streets and roads, transit, and transit oriented development.
 - Safe Routes to School (SR2S): Provide the matching funds and potentially augment these funds to expand the SR2S program in Alameda County, including the technical, educational, and capital categories of the current program.
- *Applicability of PDA Policy Decisions to Other Funding Sources:* Program guidelines for OBAG will come to the Commission for consideration in both October and November/December. During that time, the TEP will be voted on and could potentially expand the funding opportunities for projects in PDAs. Staff recommends, where applicable, integrating the policies and programming guidelines for PDAs with the current sales tax measure's Transit Center Development Funds and 2012 Transportation Expenditure Plan to support investments identified through the PDA Investment and Growth Strategy and the PDA Strategic Plan.

Fiscal Impact

Approximately \$63 million will be available for Alameda County through the OBAG program. Alameda CTC is also eligible for funding from some of the regional programs that are part of the Cycle 2 programming approved under MTC Resolution 4035.

Attachments:

Attachment A: MTC Resolution 4035

Attachment B: MTC Complete Streets Guidance

Attachment C: Complete Streets Implementation Considerations for Alameda County

Attachment D: PDA Investment and Growth Strategy Requirements, Resolution 4035,
Appendix A-6

Attachment E: Alameda CTC OBAG Implementation and Outreach Schedule

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

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

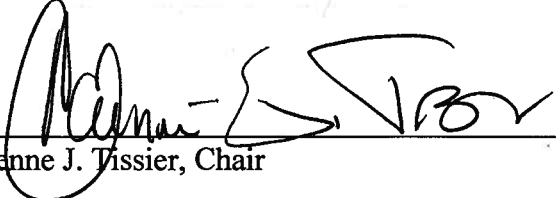
RESOLVED that the projects will be included in the federal TIP subject to final federal approval; and be it further

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 stripping 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

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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
J:\SECTION\ALLSTAFF\Resolution\TEMP-RES\MTC\tmp-4035_OBAG\[tmp-4035_Appendices to Att-A.xlsx]A-1 Cycle 2 Funding		40%

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

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

OBAG - County CMA Planning

		Cycle 2 OBAG County CMA Planning				STP Total
County	Agency	2012-13	2013-14	2014-15	2015-16	
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

May 17, 2012
Appendix A-3
MTC Resolution No. 4035
Page 1 of 1

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

May 17, 2012
Appendix A-4
MTC Resolution No. 4035
Page 1 of 1

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. 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 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 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 subsequent updates, PDA Investment & Growth Strategies will assess performance in producing 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 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:

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.

- **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 see: <http://geocommons.com/maps/110983>
- **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 with Air District CARE Communities and/or are in proximity to freight transport infrastructure** – Favorably consider 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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Attachment B-1

MTC Resolution No. 4035, Attachment B-1
 Adopted: 05/17/12-C
 Revised:

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. PRIORITY 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. PRIORITY 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)					
<i>Specific projects TBD by CMAAs</i>					
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)					
<i>Specific projects TBD by Transit Operators</i>					
SolTrans - Preventive Maintenance	Solano	SolTrans	\$149,000,000	\$0	\$149,000,000
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)					
<i>Specific projects TBD by Commission</i>					
	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

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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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**METROPOLITAN
TRANSPORTATION
COMMISSION**

Attachment B

Joseph P. Bort MetroCenter
101 Eighth Street
Oakland, CA 94607-4700
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Memorandum

TO: Partnership Jurisdictions Expecting to Receive
OBAG Funding

DATE: July 16, 2012

FR: Sean Co

RE: One Bay Area Grant: Complete Streets Required Elements

The One Bay Area Grant (OBAG) Complete Streets requires agencies to incorporate the elements listed in Attachment A into a council/board of supervisors-adopted resolution by January 31, 2013. Jurisdictions are encouraged to develop the best policy that fits within the context of their local area in consultation with affected departments and stakeholders and to go beyond the required elements to accommodate all users of the roadway network. Language in the elements is general to allow jurisdictions the flexibility they need to develop their own policy. For example there are no specific exceptions for complete streets in the MTC requirements so agencies can define their own. Jurisdictions may also meet this requirement by having adopted a General Plan that complies with the California Complete Streets Act of 2008.

For the next round of One Bay Area Grants (anticipated in 2015), the OBAG program will require jurisdictions to update the circulation element of their general plan consistent with the Complete Streets Act to maintain eligibility for these funds.

To assist agencies in developing their own resolution, MTC with assistance from [ChangeLab Solutions](#), has developed a sample resolution of support. Jurisdictions are encouraged to adapt the elements and language of the sample resolution to meet their own circumstances and plans. This sample resolution is included as Attachment B. As an example of sample language of an adopted complete streets policy, the City of Baldwin Park's policy is included as Attachment C.

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Attachment A:
Elements Required of a Complete Streets Resolution to Comply with the One Bay Area Grant
(Revised July 1, 2012)

To receive funding through the OneBayArea Grant (OBAG) program, a jurisdiction must have either updated its General Plan to comply with the Complete Streets Act of 2008 or adopted a complete streets Resolution that incorporates all nine of the following elements.

Complete Streets Principles

1. **Serve all Users** - All transportation improvements will be planned, designed, constructed, operated and maintained to support safe and convenient access for all users, and increase mobility for walking, bicycling and transit use, ~~whenever possible while promoting safe and accessible operations for all users.~~
2. **Context Sensitivity** – The planning and implementation of transportation projects will reflect conditions within and surrounding the project area, whether the area is a residential or business district or urban, suburban or rural. Project planning, design and construction of complete streets projects should include working with residents and ~~merchants~~ businesses to ensure that a strong sense of place is maintained.
3. **Complete Streets in all Departments** – All departments in the jurisdiction *and outside agencies* whose work affects the roadway must incorporate a complete streets approach into the review and implementation of their projects and activities. Potential complete streets opportunities could apply to projects such as, transportation projects, road rehabilitation, new development, utilities, etc.
4. **All Projects/Phases** - The policy will apply to all roadway projects including those involving new construction, reconstruction, retrofits, repaving, rehabilitation, or changes in the allocation of pavement space on an existing roadway, as well as those that involve new privately built roads and easements intended for public use.

Implementation

5. **Plan Consultation** –Any proposed improvements should be evaluated for consistency with all local bicycle, pedestrian and ~~or~~ *transportation* plans and any other plans that affect the right of way should be consulted for consistency with any proposed improvements.
6. **Street Network/Connectivity** - The transportation system should provide a connected network of facilities accommodating all modes of travel. This includes looking for opportunities for repurposing rights-of-ways to enhance connectivity for cyclists, pedestrians and transit users. A well connected network should include non-motorized connectivity to schools, parks, commercial areas, civic destinations and regional non-motorized networks on both publically owned roads/land and private developments (or redevelopment areas).
7. **BPAC Consultation** - Input shall be solicited from local bicycle and pedestrian advisory committees (BPACs) or similar *public* advisory group in an early project development phase to verify bicycling and pedestrian needs for projects. (MTC Resolution 875 requires that cities of 10,000 or more create and maintain a BPAC or rely on the county BPAC to receive TDA-3 funds.)
8. **Evaluation** – *City and county* will establish a means to collect data and indicate how the jurisdiction is evaluating their implementation of complete streets policies. For example tracking the number of miles of bike lanes and sidewalks, numbers of street crossings, signage etc.

Exceptions

9. **Process**– Plans or projects that seek exemptions from the complete streets approach outlined in prior sections must provide written finding of why accommodations for all modes were not included in the project. The memorandum should be signed off by the Public Works Director or equivalent high level staff person. Plans or projects that are granted exceptions must be made publically available for review.

Federal guidance on exceptions can be found from the Federal Highway Administration (FHWA)
Accommodating Bicycle and Pedestrian Travel
http://www.fhwa.dot.gov/environment/bicycle_pedestrian/guidance/design_guidance/design.cfm

Attachment B:
Sample MTC Complete Streets Sample Resolution
for Bay Area Cities and Counties

ChangeLab Solutions & MTC
<http://changelabsolutions.org/>

Resolution No. _____

**A RESOLUTION OF THE [City Council/Board of Supervisors] OF THE [Jurisdiction] ADOPTING
A COMPLETE STREETS POLICY**

WHEREAS, the term “Complete Streets” describes a comprehensive, integrated transportation network with infrastructure and design that allows safe and convenient travel along and across streets for all users, including pedestrians, bicyclists, persons with disabilities, motorists, movers of commercial goods, users and operators of public transportation, seniors, children, youth, and families *[insert other significant local users if desired, e.g. drivers of agricultural vehicles, emergency vehicles, or freight]*;

WHEREAS, [Jurisdiction] acknowledges the benefits and value for the public health and welfare of reducing vehicle miles traveled and increasing transportation by walking, bicycling, and public transportation;

WHEREAS, [Jurisdiction] recognizes that the planning and coordinated development of Complete Streets infrastructure provides benefits for local governments in the areas of infrastructure cost savings; public health; and environmental sustainability;

WHEREAS, the State of California has emphasized the importance of Complete Streets by enacting the California Complete Streets Act of 2008 (also known as AB 1358), which requires that when cities or counties revise general plans, they identify how they will provide for the mobility needs of all users of the roadways, as well as through Deputy Directive 64, in which the California Department of Transportation explained that it “views all transportation improvements as opportunities to improve safety, access, and mobility for all travelers in California and recognizes bicycle, pedestrian, and transit modes as integral elements of the transportation system”;

WHEREAS, the California Global Warming Solutions Act of 2006 (known as AB 32) sets a mandate for the reduction of greenhouse gas emissions in California, and the Sustainable Communities and Climate Protection Act of 2008 (known as SB 375) requires emissions reductions through coordinated regional planning that integrates transportation, housing, and land-use policy, and achieving the goals of these laws will require significant increases in travel by public transit, bicycling, and walking;

WHEREAS, numerous California counties, cities, and agencies have adopted Complete Streets policies and legislation in order to further the health, safety, welfare, economic vitality, and environmental well-being of their communities;

WHEREAS, [Jurisdiction] therefore, in light of the foregoing benefits and considerations, wishes to improve its commitment to Complete Streets and desires that its streets form a comprehensive and integrated transportation network promoting safe, equitable, and convenient travel for all users while preserving flexibility, recognizing community context, and using the latest and best design guidelines and standards;

NOW, THEREFORE, BE IT RESOLVED, by the [City Council/Board of Supervisors] of [Jurisdiction], State of California, as follows:

1. That the [Jurisdiction] adopts the Complete Streets Policy attached hereto as Exhibit A, and made part of this Resolution, and that said exhibit is hereby approved and adopted.

2. That the next substantial revision of the [Jurisdiction] General Plan circulation shall incorporate Complete Streets policies and principles consistent with the California Complete Streets Act of 2008 (AB 1358) and with the Complete Streets Policy adopted by this resolution.

PASSED AND ADOPTED by the [City Council/Board of Supervisors] of the [Jurisdiction], State of California, on _____, 201_, by the following vote:

Attachment: Exhibit A

SAMPLE

Exhibit A

This Complete Streets Policy was adopted by Resolution No. _____ by the [City Council/Board of Supervisors] of the [Jurisdiction] on _____, 201__.

COMPLETE STREETS POLICY OF [JURISDICTION]

A. Complete Streets Principles

1. **Complete Streets Serving All Users.** [Jurisdiction] expresses its commitment to creating and maintaining Complete Streets that provide safe, comfortable, and convenient travel along and across streets (including streets, roads, highways, bridges, and other portions of the transportation system) through a comprehensive, integrated transportation network that serves all categories of users, including pedestrians, bicyclists, persons with disabilities, motorists, movers of commercial goods, users and operators of public transportation, seniors, children, youth, and families *[insert other significant local users if desired, e.g. drivers of agricultural vehicles, emergency vehicles, freight, etc.]*.
2. **Context Sensitivity.** In planning and implementing street projects, departments and agencies of [Jurisdiction] shall maintain sensitivity to local conditions in both residential and business districts as well as urban, suburban, and rural areas, and shall work with residents, merchants, and other stakeholders to ensure that a strong sense of place ensues. Improvements that will be considered include sidewalks, shared use paths, bicycle lanes, bicycle routes, paved shoulders, street trees and landscaping, planting strips, accessible curb ramps, crosswalks, refuge islands, pedestrian signals, signs, street furniture, bicycle parking facilities, public transportation stops and facilities, transit priority signalization, and other features assisting in the provision of safe travel for all users, such as traffic calming circles, transit bulb outs, and road diets *[, as well as other features such as insert other accommodations if desired] [, and those features identified in insert name of Pedestrian/Bicycle Master Plan if it exists]*.
3. **Complete Streets Routinely Addressed by All Departments.** All relevant departments and agencies of [Jurisdiction] shall work towards making Complete Streets practices a routine part of everyday operations, approach every relevant project, program, and practice as an opportunity to improve streets and the transportation network for all categories of users, and work in coordination with other departments, agencies, and jurisdictions to maximize opportunities for Complete Streets, connectivity, and cooperation. The following projects provide opportunities: pavement resurfacing, restriping, accessing above and underground utilities, signalization operations or modifications, and maintenance of landscaping/related features.
4. **All Projects and Phases.** Complete Streets infrastructure sufficient to enable reasonably safe travel along and across the right of way for each category of users shall be incorporated into all planning, funding, design, approval, and implementation processes for any construction, reconstruction, retrofit, maintenance, operations, alteration, or repair of streets (including streets, roads, highways, bridges, and other portions of the transportation system), except that specific infrastructure for a given category of users may be excluded if an exemption is approved via the process set forth in section C. 1 of this policy.

B. Implementation

1. **Plan Consultation and Consistency.** Maintenance, planning, and design of projects affecting the transportation system shall be consistent with local bicycle, pedestrian, transit, multimodal, and other relevant plans, except that where such consistency cannot be achieved without negative consequences, consistency shall not be required if the head of the relevant department provides written approval explaining the basis of such deviation. If [Jurisdiction] has a Bicycle and Pedestrian Advisory Committee, such deviations shall be presented to the Bicycle and Pedestrian Advisory Committee early in the planning and design stage, to ensure the Bicycle and Pedestrian Advisory Committee has an opportunity to provide comments and recommendations.

2. **Street Network/Connectivity.** As feasible, [Jurisdiction] shall incorporate Complete Streets infrastructure into existing streets to improve the safety and convenience of users and to create employment, with the particular goal of creating a connected network of facilities accommodating each category of users, and increasing connectivity across jurisdictional boundaries and for existing and anticipated future areas of travel origination or destination.
3. **Bicycle and Pedestrian Advisory Committee Consultation.** If [Jurisdiction] has a Bicycle and Pedestrian Advisory Committee, transportation projects shall be reviewed by the Bicycle and Pedestrian Advisory Committee early in the planning and design stage, to provide the Bicycle and Pedestrian Advisory Committee an opportunity to provide comments and recommendations regarding Complete Streets features to be incorporated into the project.
4. **Evaluation.** All relevant agencies or departments shall perform evaluations of how well the streets and transportation network of [Jurisdiction] are serving each category of users by collecting baseline data and collecting follow-up data on a regular basis.

C. Exemptions

1. **Leadership Approval for Exemptions.** Projects that seek Complete Streets exemptions must provide written finding of why accommodations for all modes that were not included in the project and signed off by the Public Works Director or equivalent high level staff person. Projects that are granted exceptions must be made publically available for review. Federal guidance on exceptions can be found from the Federal Highway Administration (FHWA) Accommodating Bicycle and Pedestrian Travel
http://www.fhwa.dot.gov/environment/bicycle_pedestrian/guidance/design_guidance/design.cfm

SAMPLE

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Attachment C: Alameda CTC Considerations for Complete Streets Next Steps

This attachment provides a more extensive description of considerations that Alameda CTC could take in implementing Complete Streets in Alameda County, as well as a summary of the complete streets requirements from different levels of government.

Alameda CTC Complete Streets Considerations: Alameda CTC held a Complete Streets Workshop on June 19, 2012 with the purpose of creating a common understanding of complete streets; initiating dialogue among Alameda County jurisdictions on complete streets policies, resources and implementation; and identifying varying levels of need for support in implementing complete streets. Seventy regional, county, and city planners and engineers; local transit agency staff; advocates; and consultants gathered to discuss the realities of implementing complete streets policies within Alameda County jurisdictions and agencies.

Based on the feedback heard at the workshop, the requirements for local jurisdictions, and the additional resources needed to effectively implement complete streets, Alameda CTC may consider the following actions and tasks to move forward with complete streets development and implementation in Alameda County. These items attempt to address all of the challenge areas and desired resources heard at the workshop. Implementation will depend on funding availability, which will be determined over the next few months, including OBAG and other funding sources. These items would require further refinement with input from stakeholders, through existing Alameda CTC committees, such as ACTAC, PAPCO and BPAC.

Local Assistance:

- Provide technical assistance and trainings to local jurisdictions to develop, adopt, and implement local complete streets policies. This could take many forms, including:
 - A half-day conference on complete streets implementation. The final topics would be selected in consultation with stakeholders.
 - A local best practices online resource that would allow sharing of details on Alameda County jurisdiction's policies and designs that support complete streets, such as bicycle parking ordinances, and innovative designs for transit, bicycle and pedestrian facilities. This would be a living document, with information, including project/program contact info, regularly being added.
 - An interactive countywide Complete Streets website that could be used by stakeholders to share their successes, learn from shortcomings, and transfer technical learning.
 - A review and assessment of the most effective and implementable existing guidelines/standards/best practices that are available for use by local jurisdictions as appropriate. Alameda CTC could consider supplementing existing guidelines, as needed, to meet the needs of the county.
 - Coordination with MTC on their complete streets workshops in fall 2012.
- Promote information sharing on complete streets between local jurisdictions via regular forums, such as ACTAC and the Pedestrian Bicycle Working Group meetings.

- Provide tools and resources to assist local jurisdictions with educating the public and elected officials on complete streets, including:
 - Presentation templates
 - Survey tools to help determine local priorities
 - Web-based resources that highlight success stories and case studies
 - A complete streets workshop specifically targeted to elected officials in Alameda County
 - Presentation on Complete Streets for local elected officials and the public that also fosters a consistent message for entire county
 - Development of packages of complete streets educational materials tailored to specific needs or concerns of each local jurisdiction, and meetings with local officials to discuss them
- Support local jurisdictions in monitoring and assessing how they are meeting complete streets goals by taking on or continuing these data collection-related roles:
 - Continuing and expanding the annual countywide bicycle/pedestrian count program.
 - Using GIS to track local and countywide bicycle and pedestrian facility implementation.
 - Exploring the appropriate measures to address other modes (transit, goods movement).
- Provide support to local jurisdictions in complying with the California Complete Streets Act, such as by providing forums to clarify the state requirement.

Alameda CTC internal actions:

- Adopt an internal (Alameda CTC) Complete Streets policy, which would address the programming of funds and, where applicable, project implementation.
- Provide education of Alameda CTC Board members on complete streets through periodic presentations at Committee and Board meetings. This will support increasing the knowledge and common approach to complete streets at the local level, as the Board members bring their knowledge back to the communities.
- Develop Alameda CTC Complete Streets guidelines

Monitoring:

- Monitor local adoption of complete streets policy resolutions through January 2013.
- Monitor local updates of General Plans to incorporate complete streets, per state law and the MTC requirement, through 2015.
- Set up a method for monitoring implementation of complete streets at the county level. Focus on those policies and improvements that are most effective, where investments are most beneficial, and determine what metrics should be measured over time. The National Complete Streets Coalition is currently working on implementation metrics which the Alameda CTC could adapt and use to document local projects. One example is the Denver Regional Transportation District (RTD), which developed a Quality of Life Index as another kind of metric for assessing outcomes. The agency reports on progress annually and maintains an ongoing database to track trends over time.

Summary of state, regional and county policy requirements: Since Complete Streets is becoming a requirement at many levels of government, this section is intended to summarize its requirements from a state, regional and local level.

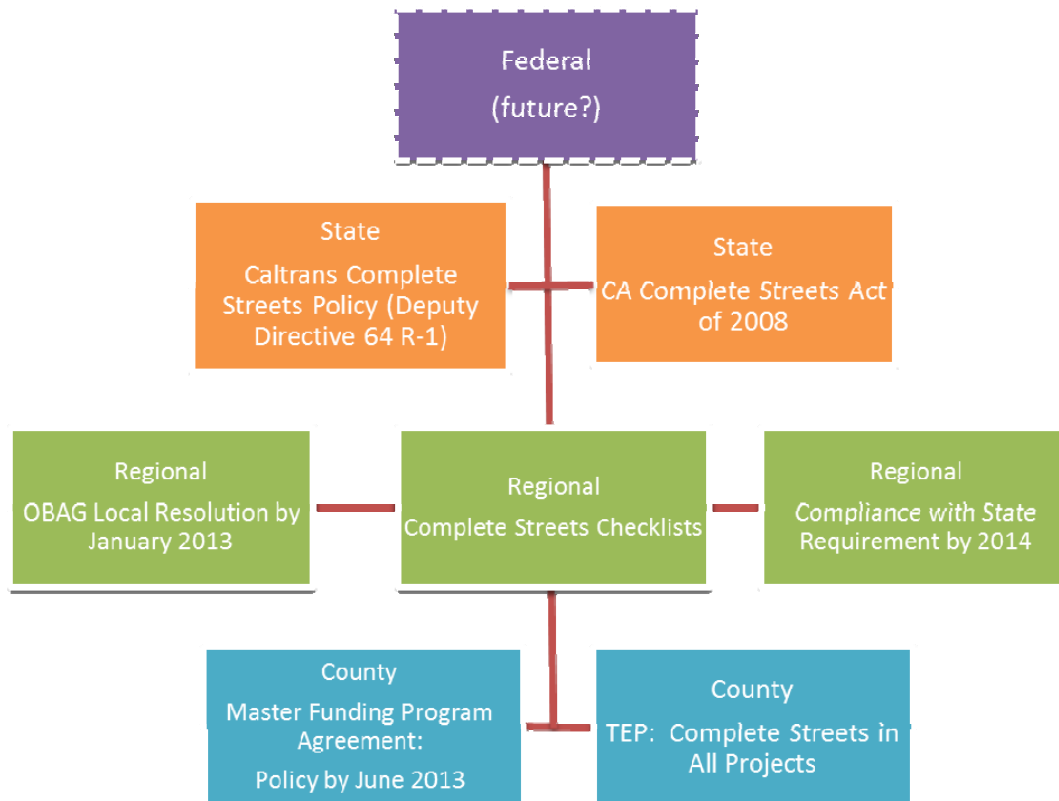
There are three complete streets requirements in place today that impact Alameda County jurisdictions as described below and shown in Figure 1:

- *State:* California Complete Streets Act of 2008 (Assembly Bill 1358)
This law, which took effect in January 2011, requires cities and counties to include complete streets policies as part of their general plans so that roadways are designed to safely accommodate all users. This must be done at the time that any substantive revisions of the circulation element in the general plan are made. The state Office of Planning and Research has developed guidance for locals to comply with the law. Local agencies must self-certify if they believe their current circulation element complies with the law. More info: http://leginfo.ca.gov/pub/07-08/bill/asm/ab_1351-1400/ab_1358_bill_20080930_chaptered.html
- *Regional:* MTC requires that any jurisdiction receiving OBAG funding must, by January 31, 2013, either adopt a complete streets policy resolution that is consistent with regional guidelines, or have a general plan circulation element that is in compliance with the state Complete Streets Act. MTC has developed nine policy elements that must be included in a resolution; a discussion of these elements as they compare to Alameda CTC requirements is included in a separate agenda.
- *County:* The current Master Program Funding Agreements (MPFA's) between Alameda CTC and all local jurisdictions in Alameda County, which allows the distribution of local sales tax and Vehicle Registration Fee (VRF) pass-through funding, includes a complete streets policy requirement. Local jurisdictions must have an adopted complete streets policy, or demonstrate that a policy is being developed and will be adopted, by June 30, 2013. This policy should include the ten "Elements of an Ideal Complete Streets Policy" developed by the National Complete Streets Coalition. These elements, and their relationship to the nine required MTC complete streets elements, are described in a separate agenda item. In addition, the MPFAs require that jurisdictions comply with the state Complete Streets Act, but there is no Alameda CTC deadline for this action. The Alameda CTC MPFAs were executed prior to OBAG adoption, and the guidance for complete streets in the MPFAs will also be incorporated into the complete streets resolution in coordination with MTC and local jurisdictions, so that the resolution will address both Alameda CTC and MTC requirements.

In addition to these existing complete streets requirements, there are several possible future requirements, as well. The 2012 Transportation Expenditure Plan (TEP), which will be on the November ballot, includes a complete streets requirement for all projects included in the TEP. It states: "It is the policy of the Alameda CTC that all transportation investments shall consider the needs of all modes and all users. All investments will conform to Complete Streets requirements

and Alameda County guidelines to ensure that all modes and all users are considered in the expenditure of funds so that there are appropriate investments that fit the function and context of facilities that will be constructed.” Finally, although there is currently no federal complete streets requirement in the newly adopted federal transportation bill, one was proposed in the draft bill, inferring that in the future there could be a federal requirement.

Figure 1: Complete Streets Requirements in Alameda County



A separate agenda item includes a draft Alameda CTC complete streets resolution and more detailed discussion of how the MTC and Alameda CTC policy requirements relate to each other.

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. 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 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 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 subsequent updates, PDA Investment & Growth Strategies will assess performance in producing 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 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:

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.

- **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 see: <http://geocommons.com/maps/110983>
- **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 with Air District CARE Communities and/or are in proximity to freight transport infrastructure** – Favorably consider 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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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 Committee Alameda CTC PPLC, PPC, and Commission Partner 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 Program ED Report Alameda CTC E-newsletter 	<p>Complete streets workshop</p> <p>Publication of OBAG implementation schedule</p> <p>Initial development of PDA inventory and survey</p>	✓	✓	✓			
August 2012	<ul style="list-style-type: none"> Notifications to technical and public outreach stakeholders of OBAG schedule and upcoming actions Fact sheet development 	<p>Fact sheet, webpage update, email communications</p> <p>Develop draft PDA Inventory</p>	✓	✓	✓			✓
September 2012	<ul style="list-style-type: none"> Alameda County Technical Advisory Committee Alameda CTC PPLC, PPC, and Commission BPAC, CAC, CWC, PAPCO E-newsletter publication ED Report publication Press release on OBAG Outreach events 	<p>Overall OBAG approach, policy discussion and feedback from Commission and Committees.</p> <p>Complete streets draft policy</p>	✓	✓	✓	✓	✓	✓
October 2012	<ul style="list-style-type: none"> Alameda County Technical Advisory Committee Alameda CTC PPLC, PPC, and Commission ED Report publication Outreach events 	<p>Initial Draft OBAG Program Guidelines</p> <p>Draft PDA Strategic Plan</p>	✓	✓	✓		✓	✓
November /December 2012	<ul style="list-style-type: none"> Alameda County Technical Advisory Committee Alameda CTC PPLC, PPC, and Commission 	<p>Final Complete Streets Policy</p> <p>Draft OBAG Program guidelines and project and program selection criteria and process</p>	✓	✓	✓		✓	✓

Attachment E

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;

E:\SHARED\GovBoard\ACTIA\BPAC\Meetings\2012\09.06.12\05a OBAG\Attach_E_OBAG Outreach and Implementation Schedule.docx **OUTREACH SCHEDULE SUBJECT TO CHANGE**

	<ul style="list-style-type: none"> • ED Report publication • E-newsletter • Outreach events 	Draft Final PDA Strategic Plan							
December 2012/January 2013	<ul style="list-style-type: none"> • Alameda County Technical Advisory Committee • Alameda CTC PPLC, PPC, and Commission • ED Report publication • Outreach events 	Final OBAG Program adoption including guidelines and project and program selection criteria and process	✓	✓	✓	✓	✓	✓	✓
January 2013	<ul style="list-style-type: none"> • Alameda County Technical Advisory Committee • Alameda CTC PPLC, PPC, and Commission • BPAC, CAC, CWC, PAPCO • E-newsletter publication • ED Report publication • Press release on OBAG • Outreach events 	PDA Growth and Investment Strategy update Report on Complete Streets Policy approvals by jurisdictions Update on Programming	✓	✓	✓	✓	✓	✓	✓
February 2013	<ul style="list-style-type: none"> • Alameda County Technical Advisory Committee • Alameda CTC PPLC, PPC, and Commission • ED Report publication • Outreach events 	Initial Draft PDA Growth and Investment Strategy Draft	✓	✓	✓	✓	✓	✓	✓
March 2013	<ul style="list-style-type: none"> • Alameda County Technical Advisory Committee • Alameda CTC PPLC, PPC, and Commission • BPAC, CAC, CWC, PAPCO (per regular schedules) • E-newsletter publication • ED Report publication • Outreach events 	Update on Programming Final Draft PDA Growth and Investment Strategy to Commission Update on Programming	✓	✓	✓	✓	✓	✓	✓
April 2013	<ul style="list-style-type: none"> • Alameda County Technical Advisory Committee • Alameda CTC PPLC, PPC, and Commission • BPAC, CAC, CWC, PAPCO (per regular schedules) • ED Report publication • Outreach events 	Final PDA Growth and Investment Strategy Adoption by Alameda CTC and submission to MTC Draft OBAG programming recommendation	✓	✓	✓	✓	✓	✓	✓
May/June 2013	<ul style="list-style-type: none"> • Alameda County Technical Advisory Committee • Alameda CTC PPLC, PPC, and Commission • BPAC, CAC, CWC, PAPCO (per regular schedules) • ED Report publication • Press release on OBAG • Outreach events 	Final Board approval of OBAG programming Submission of OBAG programming to MTC	✓	✓	✓	✓	✓	✓	✓



Memorandum

DATE: August 28, 2012
TO: Alameda County Technical Advisory Committee (ACTAC)
FROM: Tess Lengyel, Deputy Director of Policy, Legislation and Public Affairs
Rochelle Wheeler, Countywide Bicycle and Pedestrian Coordinator
RE: Review of Draft Alameda CTC Complete Streets Policy Elements

Recommendation

This item is for information only. ACTAC is requested to review and provide feedback on the draft complete streets elements for jurisdictions to include in their local complete streets policies to be compliant with both Alameda CTC and One Bay Area Grant (OBAG) requirements.

Summary

The Alameda CTC Master Program Funding Agreements (MPFAs), adopted by Alameda CTC in December 2011, require that all local jurisdictions adopt a complete streets policy by June 30, 2013. Five months after Alameda CTC's adoption of the MPFAs, the Metropolitan Transportation Commission, via OBAG, established a requirement for local jurisdictions to adopt a complete streets policy, by January 31, 2013, five months before the Alameda CTC requirement. Alameda CTC staff drafted ten policy elements (see Attachment A) to be required for local jurisdictions in Alameda County be compliant with the MPFA requirement, which directs the inclusion of the ten elements of a successful complete streets policy described by the National Complete Streets Coalition. Alameda CTC has written its policy elements to also incorporate the MTC required elements, so that local jurisdictions may adopt one resolution that meets both agency requirements. To assist local jurisdictions in adopting a policy resolution, staff developed a sample resolution which may be used by jurisdictions (see Attachment B).

ACTAC is requested to provide input on the draft policy elements, the sample resolution, and also the deadline for adoption of the policy, as described further below.

Background

Complete streets are generally defined as streets that are safe, convenient and inviting for all users of the roadway, including pedestrians, bicyclists, motorists, persons with disabilities, movers of commercial goods, users and operators of public transit and emergency services, seniors, and children. A complete street is the result of comprehensive planning, programming, design, construction, operation, and maintenance, and should be appropriate to the function and context of the street.

Building streets for all users has many benefits, including improving safety for all users, especially children and seniors; encouraging walking, bicycling and using transit; improving air

quality; reducing greenhouse gas emissions; improving the health of the community by increasing physical activity; and supporting economic development and public safety.

Complete Streets, as an approach, is now being used around the country; there are almost 400 communities of all sizes, from states to small rural towns, with complete streets policies, resolutions or ordinances.

Alameda CTC and MTC Complete Streets requirements

The current Master Program Funding Agreements (MPFAs) between Alameda CTC and all local jurisdictions in Alameda County, which allows the distribution of local sales tax pass-through and Vehicle Registration Fee (VRF) funding, includes a two-part complete streets requirement, as follows:

To receive Measure B and VRF funds, local jurisdictions must do both of the following with respect to Complete Street policies:

- 1. Have an adopted complete streets policy, or demonstrate that a policy is being developed and will be adopted by June 30, 2013. This policy should include the “Elements of an Ideal Complete Streets Policy” developed by the National Complete Streets Coalition.*
- 2. Comply with the California Complete Streets Act of 2008. The California Complete Streets Act (AB1358) requires that local general plans do the following:*
 - a. Commencing January 1, 2011, upon any substantial revision of the circulation element, the legislative body shall modify the circulation element to plan for a balanced, multimodal transportation network that meets the needs of all users of the streets, roads, and highways for safe and convenient travel in a manner that is suitable to the rural, suburban, or urban context of the general plan.*
 - b. For the purposes of this paragraph, “users of streets, roads, and highways” means bicyclists, children, persons with disabilities, motorists, movers of commercial goods, pedestrians, users of public transportation, and seniors.*

Adopted five months after the Alameda CTC requirement, MTC instituted a Complete Streets policy resolution requirement for any jurisdiction that wishes to receive OBAG funding. The OBAG requirements, like the Alameda CTC requirements, address both the adoption of a policy and compliance with the state Complete Streets Act. Unlike the Alameda CTC requirement, OBAG has established a deadline for complying with the state Complete Streets Act by October 31, 2014, as part of Resolution 4035.

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. 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. (page 12 of Resolution 4035)

...For the OBAG cycle subsequent to FY 2015-16, jurisdictions must adopt housing elements by October 31, 2014...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 (page 13 of Resolution 4035).

Alameda CTC and MTC Complete Streets Policy requirements

At this time, Alameda CTC is focused on developing guidance for what should be included in a complete streets policy that will meet the Alameda CTC requirement in the MPFAs, and also allow jurisdictions to simultaneously comply with the MTC requirement. Alameda CTC is committed to supporting local jurisdictions in this first step of creating complete streets, which is to have adopted policies, and ultimately working towards seeing that complete streets are successfully implemented throughout the county. In developing a policy, the NCSC states that “the most effective Complete Streets laws or policies primarily engage decision makers in an appropriate role of setting a new standard of intent and defining desired outcomes...”¹

Attachment A presents the draft Alameda CTC required policy elements. They are closely based on the National Complete Streets Coalition (NCSC) elements of an ideal complete streets policy, which are referenced in the MPFAs. The NCSC elements are based on national best practices and have been evaluated for which are the most effective in resulting in complete streets implementation. As stated by the NCSC, their ten elements can be divided into four categories²:

- ‘Pre-policy’ work of establishing a compelling **vision**;
- Creating a strong **core commitment** to providing for all users and modes in all projects;
- Rounding out that directive with supporting **best practices**; and
- Planning next steps for policy **implementation**.

For each policy element, the complimentary NCSC policy and also the relevant MTC policy are listed for comparison in Attachment A, and notes are provided explaining any differences. Jurisdictions are encouraged to develop the best policy that fits within the context of their local area in consultation with affected departments and stakeholders, and to go beyond the required elements, as feasible and desired.

As shown in Attachment A, the Alameda CTC and MTC policy requirements are similar in some ways and distinct in others. Alameda CTC has drafted its policy requirement with the goal of ensuring that its requirement is complimentary to and consistent with the MTC requirement, so that jurisdictions only need to adopt one policy to be in compliance with both requirements.

¹ *Complete Streets Policy Analysis 2010*, National Complete Streets Coalition

² *Complete Streets Policy Analysis 2011*, National Complete Streets Coalition

A draft sample resolution is provided in Attachment B that can be used by a jurisdiction as a starting point towards developing and adopting a complete streets policy. While Alameda CTC does not require that the complete streets policy be adopted by resolution, MTC does have this requirement, and this sample resolution is based closely on the sample that MTC developed for use by jurisdictions in complying with their complete streets requirement. Note that the sample resolution is being provided to assist local jurisdictions, and that neither agency requires that this exact language be used. Local jurisdictions may modify the resolution language, as appropriate, while ensuring that the final policy language meets the intent of the Alameda CTC complete streets policy element requirement.

Timing for Policy Adoption

Currently, the MTC requirement for a complete streets policy adoption is January 31, 2013, while the Alameda CTC requirement is for June 30, 2013, a five month difference. Since the Alameda CTC MPFAs, with the June 30th deadline, were executed prior to OBAG adoption, it may be possible for Alameda County jurisdictions to be granted more time to adopt local complete streets policies. ACTAC members are requested to provide staff with feedback on whether or not more time is desirable, and if so, how much more time would be useful.

Resources

Alameda CTC wants to ensure that local jurisdictions have the resources they need to adopt and implement successful complete streets policies. As described in the previous agenda item on OBAG, a package of technical tools, assistance and resources are being considered. In addition, Alameda CTC has recently added a complete streets page to its website, listing many of the best complete streets resources available for both developing local policies and for implementation. Jurisdictions are especially encouraged to review the following two NCSC documents which include links to hundreds of complete streets policies around the country providing specific language examples, and also provide a step-by-step guide to developing a local policy:

- “Complete Streets Policy Analysis 2011”
 - <http://www.completestreets.org/webdocs/resources/cs-policyanalysis.pdf>
- “Complete Streets Local Policy Workbook”
 - <http://www.completestreets.org/webdocs/resources/cs-policyworkbook.pdf>

Additional resources are available on Alameda CTC’s website that were shared at an Alameda CTC Complete Streets Workshop on June 19, 2012. The purpose of the workshop was to create a common understanding of complete streets; initiate dialogue among Alameda County jurisdictions on complete streets policies, resources and implementation; and identify varying levels of need for support in implementing complete streets.

At a regional level, MTC will be offering complete streets workshops throughout the region this fall, including in Alameda County.

Attachments:

Attachment A: Draft Alameda CTC Complete Streets Policy Elements with comparison to Other Policy Elements

Attachment B: Draft Sample for Alameda CTC Complete Streets Resolution

Attachment C: MTC Required Complete Streets Policy Elements

Attachment A: DRAFT Alameda CTC Complete Streets Policy Requirement with Comparisons to Other Policy Elements

August 28, 2012

	DRAFT Alameda CTC Complete Streets Policy Requirement	National Complete Streets Coalition (NCSC) Complete Streets Elements (referenced in Master Program Funding Agreements)	MTC Required Elements of a Complete Streets Resolution to Comply with OBAG	NOTES on differences between Alameda CTC, NCSC and MTC elements
1	Vision: A clear and strong vision that is based on local needs and goals. Language must contain a direct statement that all transportation improvements “must,” “shall,” or “will” be planned, funded, designed, constructed, operated, and maintained to provide safe mobility for all users, appropriate to the function and context of the facility.	Vision: Includes a vision for how and why the community wants to complete its streets.	Included in “serve all users” element, below.	A vision statement is required, as it will clearly define the goals and intent of the community. The ACTC language is based on Caltrans’ complete streets policy (Deputy Directive 64, Revision 1).
2	All Users and Modes: All users (referenced above) will include pedestrians, bicyclists, persons with disabilities, seniors, children, motorists, movers of commercial goods, users and operators of public transportation, and emergency responders.	All Users and Modes: Specifies that ‘all users’ include pedestrians, bicyclists, and transit passengers of all ages and abilities, as well as trucks, buses, and automobiles.	Serve all Users: All transportation improvements will be planned, designed, constructed, operated and maintained to support safe and convenient access for all users, and increase mobility for walking, bicycling and transit use.	The ACTC policy element more closely aligns with the intent of the NCSC element, while meeting the goals of the MTC element when combined with the <i>Vision</i> element above.
3	All Projects/Phases: The policy applies to all roadway projects including those involving new construction, reconstruction, retrofits, repaving, rehabilitation, or changes in the allocation of pavement space on an existing roadway, as well as those that involve new privately built roads and easements intended for public use.	All Projects/Phases: Applies to both new and retrofit projects, including design, planning, maintenance, and operations, for the entire right of way.	All Projects/Phases: The policy will apply to all roadway projects including those involving new construction, reconstruction, retrofits, repaving, rehabilitation, or changes in the allocation of pavement space on an existing roadway, as well as those that involve new privately built roads and easements intended for public use.	No changes to MTC element.
4	Exceptions: Plans or projects that seek exemptions from the Complete Streets policy must provide a written finding of why accommodations for all users and modes were not included in the plan or project. The memorandum shall be approved by the Public Works Director or an equivalent senior-level department head. Plans or projects that are granted exceptions must be made publically available for review. Specific exceptions may be listed.	Exceptions: Makes any exceptions specific and sets a clear procedure that requires high-level approval of exceptions.	Process: Plans or projects that seek exemptions from the complete streets approach outlined in prior sections must provide written finding of why accommodations for all modes were not included in the project. The memorandum should be signed off by the Public Works Director or equivalent high level staff person. Plans or projects that are granted exceptions must be made publically available for review.	ACTC element strengthens and streamlines the MTC language.
5	Network/Connectivity: The transportation system should provide a comprehensive, integrated and connected network of facilities for all modes of travel. A well-connected network should include non-motorized connectivity to schools, transit, parks, commercial areas, and civic destinations.	Connectivity: Encourages <u>street connectivity</u> and aims to create a comprehensive, integrated, connected network for all modes.	Street Network/Connectivity: The transportation system should provide a connected network of facilities accommodating all modes of travel. This includes looking for opportunities for repurposing rights-of-ways to enhance connectivity for cyclists, pedestrians and transit users. A well connected network should include nonmotorized connectivity to schools, parks, commercial areas, civic destinations and regional non-motorized networks on both publically owned roads/land and private developments (or redevelopment areas).	ACTC element strengthens and streamlines the MTC language.

Attachment A

Page 1 of 2

	DRAFT Alameda CTC Complete Streets Policy Requirement	National Complete Streets Coalition (NCSC) Complete Streets Elements (referenced in Master Program Funding Agreements)	MTC Required Elements of a Complete Streets Resolution to Comply with OBAG	NOTES on differences between Alameda CTC, NCSC and MTC elements
6	<p>Jurisdiction: All departments in the jurisdiction whose work affects the roadway must incorporate a complete streets approach into the review and implementation of their projects and activities. As well, the jurisdiction will work in coordination with other agencies, transit districts and jurisdictions to maximize opportunities for Complete Streets, connectivity, and cooperation in designing and building transportation projects.</p>	<p>Jurisdiction: Is adoptable by all agencies to cover all roads.</p>	<p>Complete Streets in all Departments: All departments in the jurisdiction and outside agencies whose work affects the roadway must incorporate a complete streets approach into the review and implementation of their projects and activities. Potential complete streets opportunities could apply to projects such as, transportation projects, road rehabilitation, new development, utilities, etc.</p>	<p>ACTC element streamlines the MTC language and adds the intent of the NCSC element to apply to coordination between multiple agencies.</p>
7	<p>Design: The jurisdiction will define and generally follow its own accepted or adopted design standards, and will also evaluate using the latest design standards and innovative design options, with a goal of balancing user needs.</p>	<p>Design: Directs the use of the <u>latest and best design</u> criteria and guidelines while recognizing the need for flexibility in balancing user needs.</p>	<p>None.</p>	<p>An ACTC element is included, to follow the NCSC element, even though no MTC element included.</p>
8	<p>Context Sensitivity: The planning and implementation of transportation projects will reflect conditions within and surrounding the project area, whether the area is a residential or business district or urban, suburban or rural. Project planning, design and construction of complete streets projects should include working with residents, merchants and other stakeholders to ensure that a strong sense of place is maintained.</p>	<p>Context Sensitivity: Directs that Complete Streets solutions will <u>complement the context</u> of the community.</p>	<p>Context Sensitivity: The planning and implementation of transportation projects will reflect conditions within and surrounding the project area, whether the area is a residential or business district or urban, suburban or rural. Project planning, design and construction of complete streets projects should include working with residents and businesses to ensure that a strong sense of place is maintained.</p>	<p>Essentially no changes to MTC element.</p>
9	<p>Performance Measures: Jurisdiction will establish performance measures, and identify a means to collect data for the measures, to evaluate the implementation of the complete streets policy. Examples include tracking the number of miles of bicycle lanes and sidewalks, numbers of street crossings, transit ridership, etc. Specific measures should be listed.</p>	<p>Performance Measures: Establishes <u>performance measures</u> with measurable outcomes.</p>	<p>Evaluation: City and county will establish a means to collect data and indicate how the jurisdiction is evaluating their implementation of complete streets policies. For example tracking the number of miles of bike lanes and sidewalks, numbers of street crossings, signage etc.</p>	<p>ACTC element strengthens and streamlines the MTC language.</p>
10	<p>Implementation Next Steps: Jurisdiction will include a list of specific next steps for implementation of the Complete Streets policy. Implementation actions will include that any proposed improvements will be evaluated for consistency with all local plans, including bicycle, pedestrian and/or transit plans, and any other plans that affect the right-of-way. Implementation actions will also include that public input on projects and plans shall be solicited from stakeholders, including local bicycle and pedestrian advisory committees (BPACs) and other advisory groups, in an early project development phase.</p>	<p>Implementation Plan: Includes <u>specific next steps</u> for implementation of the policy.</p>	<p>Plan Consultation: Any proposed improvements should be evaluated for consistency with all local bicycle, pedestrian and transportation plans and any other plans that affect the right of way should be consulted for consistency with any proposed improvements.</p>	<p>ACTC element streamlines the MTC language, incorporating both <i>Plan Consultation</i> and <i>BPAC Consultation</i> elements into one element, and adds the intent of the NCSC element to create a plan for specific next steps.</p>
		<p>Implementation Plan (see above)</p>	<p>BPAC Consultation: Input shall be solicited from local bicycle and pedestrian advisory committees (BPACs) or similar public advisory group in an early project development phase to verify bicycling and pedestrian needs for projects. (MTC Resolution 875 requires that cities of 10,000 or more create and maintain a BPAC or rely on the county BPAC to receive TDA-3 funds.)</p>	

Sample
Alameda County Transportation Commission
Complete Streets Resolution
for Alameda County Jurisdictions

Resolution No. _____

**A RESOLUTION OF THE [City Council/Board of Supervisors] OF THE [Jurisdiction] ADOPTING
A COMPLETE STREETS POLICY**

WHEREAS, the term “Complete Streets” describes a comprehensive, integrated transportation network with infrastructure and design that allows safe and convenient travel along and across streets for all users, including pedestrians, bicyclists, persons with disabilities, motorists, movers of commercial goods, users and operators of public transportation, seniors, children, youth, and families *[insert other significant local users if desired, e.g. drivers of agricultural vehicles, emergency vehicles, or freight]*;

WHEREAS, [Jurisdiction] recognizes that the planning and coordinated development of Complete Streets infrastructure provides benefits for local governments in the areas of infrastructure cost savings; public health; and environmental sustainability;

WHEREAS, [Jurisdiction] acknowledges the benefits and value for the public health and welfare of reducing vehicle miles traveled and increasing transportation by walking, bicycling, and public transportation;

WHEREAS, the State of California has emphasized the importance of Complete Streets by enacting the California Complete Streets Act of 2008 (also known as AB 1358), which requires that when cities or counties revise general plans, they identify how they will provide for the mobility needs of all users of the roadways, as well as through Deputy Directive 64, in which the California Department of Transportation explained that it “views all transportation improvements as opportunities to improve safety, access, and mobility for all travelers in California and recognizes bicycle, pedestrian, and transit modes as integral elements of the transportation system”;

WHEREAS, the California Global Warming Solutions Act of 2006 (known as AB 32) sets a mandate for the reduction of greenhouse gas emissions in California, and the Sustainable Communities and Climate Protection Act of 2008 (known as SB 375) requires emissions reductions through coordinated regional planning that integrates transportation, housing, and land-use policy, and achieving the goals of these laws will require significant increases in travel by public transit, bicycling, and walking;

WHEREAS, numerous California counties, cities, and agencies have adopted Complete Streets policies and legislation in order to further the health, safety, welfare, economic vitality, and environmental wellbeing of their communities;

WHEREAS, the Metropolitan Transportation Commission, through its OneBayArea Grant (OBAG) program, described in Resolution 4035, requires that all jurisdictions, to be eligible for OBAG funds, need to address complete streets policies at the local level through the adoption of a complete streets policy resolution or through a general plan that complies with the California Complete Streets Act of 2008;

WHEREAS, the Alameda County Transportation Commission, through its Master Program Funding Agreements with local jurisdictions, requires that all jurisdictions must have an adopted complete streets policy, which should include the “Elements of an Ideal Complete Streets Policy” developed by the National Complete Streets Coalition, in order to receive Measure B pass-through and Vehicle Registration Fund funding;

WHEREAS, [Jurisdiction] therefore, in light of the foregoing benefits and considerations, wishes to improve its commitment to Complete Streets and desires that its streets form a comprehensive and integrated transportation network promoting safe, equitable, and convenient travel for all users while preserving flexibility, recognizing community context, and using the latest and best design guidelines and standards;

NOW, THEREFORE, BE IT RESOLVED, by the [City Council/Board of Supervisors] of [Jurisdiction], State of California, as follows:

1. That the [Jurisdiction] adopts the Complete Streets Policy attached hereto as Exhibit A, and made part of this Resolution, and that said exhibit is hereby approved and adopted.
2. That the next substantial revision of the [Jurisdiction] General Plan circulation shall incorporate Complete Streets policies and principles consistent with the California Complete Streets Act of 2008 (AB 1358) and with the Complete Streets Policy adopted by this resolution.

PASSED AND ADOPTED by the [City Council/Board of Supervisors] of the [Jurisdiction], State of California, on _____, 201_, by the following vote:

Attachment: Exhibit A

Exhibit A

This Complete Streets Policy was adopted by Resolution No. _____ by the [City Council/Board of Supervisors] of the [Jurisdiction] on _____, 201__.

COMPLETE STREETS POLICY OF [JURISDICTION]

[Insert VISION statement here.]

A. Complete Streets Principles

1. Complete Streets Serving All Users and Modes. [Jurisdiction] expresses its commitment to creating and maintaining Complete Streets that provide safe, comfortable, and convenient travel along and across streets (including streets, roads, highways, bridges, and other portions of the transportation system) through a comprehensive, integrated transportation network that serves all categories of users, including pedestrians, bicyclists, persons with disabilities, motorists, movers of commercial goods, users and operators of public transportation, emergency responders, seniors, children, youth, and families *[insert other significant local users if desired, e.g. drivers of agricultural vehicles, freight, etc.]*.

2. Context Sensitivity. In planning and implementing street projects, departments and agencies of [Jurisdiction] shall maintain sensitivity to local conditions in both residential and business districts as well as urban, suburban, and rural areas, and shall work with residents, merchants, and other stakeholders to ensure that a strong sense of place ensues. Improvements that will be considered include sidewalks, shared use paths, bicycle lanes, bicycle routes, paved shoulders, street trees and landscaping, planting strips, accessible curb ramps, crosswalks, refuge islands, pedestrian signals, signs, street furniture, bicycle parking facilities, public transportation stops and facilities, transit priority signalization, and other features assisting in the provision of safe travel for all users, such as traffic calming circles, transit bulb outs, and road diets [, as well as other features such as *insert other accommodations if desired*] [, and those features identified in *insert name of Pedestrian/Bicycle Master Plan if it exists*].

3. Complete Streets Routinely Addressed by All Departments. All relevant departments and agencies of [Jurisdiction] shall work towards making Complete Streets practices a routine part of everyday operations, approach every relevant project, program, and practice as an opportunity to improve streets and the transportation network for all categories of users, and work in coordination with other departments, agencies, and jurisdictions to maximize opportunities for Complete Streets, connectivity, and cooperation. The following projects provide opportunities: pavement resurfacing, restriping, accessing above and underground utilities, signalization operations or modifications, and maintenance of landscaping/related features.

4. All Projects and Phases. Complete Streets infrastructure sufficient to enable reasonably safe travel along and across the right of way for each category of users shall be incorporated into all planning, funding, design, approval, and implementation processes for any construction, reconstruction, retrofit, maintenance, operations, alteration, or repair of streets (including streets, roads, highways, bridges, and other portions of the transportation system), except that specific infrastructure for a given category of users may be excluded if an exemption is approved via the process set forth in section C.1 of this policy.

B. Implementation

1. Design. [Jurisdiction] will generally follow its own accepted or adopted design standards, including *[list names here]*, and will also evaluate using the latest design standards and innovative design options, with a goal of balancing user needs.

2. Network/Connectivity. [Jurisdiction] shall incorporate Complete Streets infrastructure into existing streets to improve the safety and convenience of all users, with the particular goal of creating a connected network of facilities accommodating each category of users, and increasing connectivity across jurisdictional boundaries and for existing and anticipated future areas of travel origination or destination.

3. Implementation Next Steps. [Jurisdiction] will take the following specific next steps to implement this Complete Streets Policy:

- A. Plan Consultation and Consistency: Maintenance, planning, and design of projects affecting the transportation system shall be consistent with local bicycle, pedestrian, transit, multimodal, and other relevant plans.
- B. Stakeholder Consultation: Public input on projects and plans shall be solicited from stakeholders, including, but not limited to, local bicycle and pedestrian advisory committees (BPACs) and/or other advisory groups, in an early project development phase to provide the stakeholders with an opportunity to provide comments and recommendations regarding Complete Streets features to be incorporated into the project.
- C. *[Add additional specific next steps here.]*

4. Performance Measures. All relevant agencies or departments shall perform evaluations of how well the streets and transportation network of [Jurisdiction] are serving each category of users by collecting baseline data and collecting follow-up data on a regular basis.

C. Exemptions

1. Leadership Approval for Exemptions. Projects and plans that seek exemptions from this Complete Streets policy must provide a written finding of why accommodations for all modes were not included in the project and must be signed off by the Public Works Director or equivalent senior-level department head. Projects that are granted exceptions must be made publically available for review. *[Specific exceptions can be listed here. Federal guidance on exceptions can be found from the Federal Highway Administration (FHWA) Accommodating Bicycle and Pedestrian Travel* (http://www.fhwa.dot.gov/environment/bicycle_pedestrian/guidance/design_guidance/design.cfm). *In addition, the National Complete Streets Coalition's "Policy Analysis 2011"* (<http://www.completestreets.org/webdocs/resources/cs-policyanalysis.pdf>) *provides direction on appropriate categories of exceptions.]*

**Attachment A:
Elements Required of a Complete Streets Resolution to Comply with the One Bay Area Grant
(Revised July 1, 2012)**

To receive funding through the OneBayArea Grant (OBAG) program, a jurisdiction must have either updated its General Plan to comply with the Complete Streets Act of 2008 or adopted a complete streets Resolution that incorporates all nine of the following elements.

Complete Streets Principles

1. **Serve all Users** - All transportation improvements will be planned, designed, constructed, operated and maintained to support safe and convenient access for all users, and increase mobility for walking, bicycling and transit use, ~~whenever possible while promoting safe and accessible operations for all users.~~
2. **Context Sensitivity** – The planning and implementation of transportation projects will reflect conditions within and surrounding the project area, whether the area is a residential or business district or urban, suburban or rural. Project planning, design and construction of complete streets projects should include working with residents and ~~merchants~~ businesses to ensure that a strong sense of place is maintained.
3. **Complete Streets in all Departments** – All departments in the jurisdiction *and outside agencies* whose work affects the roadway must incorporate a complete streets approach into the review and implementation of their projects and activities. Potential complete streets opportunities could apply to projects such as, transportation projects, road rehabilitation, new development, utilities, etc.
4. **All Projects/Phases** - The policy will apply to all roadway projects including those involving new construction, reconstruction, retrofits, repaving, rehabilitation, or changes in the allocation of pavement space on an existing roadway, as well as those that involve new privately built roads and easements intended for public use.

Implementation

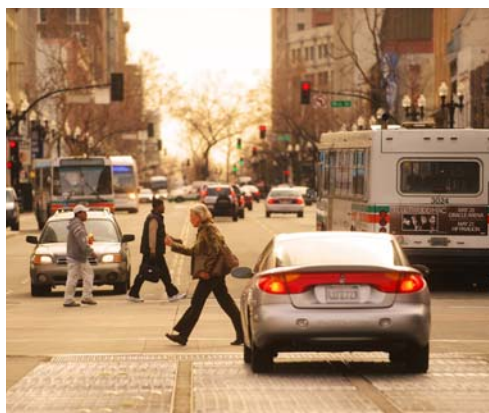
5. **Plan Consultation** –Any proposed improvements should be evaluated for consistency with all local bicycle, pedestrian and ~~or~~ transportation plans and any other plans that affect the right of way should be consulted for consistency with any proposed improvements.
6. **Street Network/Connectivity** - The transportation system should provide a connected network of facilities accommodating all modes of travel. This includes looking for opportunities for repurposing rights-of-ways to enhance connectivity for cyclists, pedestrians and transit users. A well connected network should include non-motorized connectivity to schools, parks, commercial areas, civic destinations and regional non-motorized networks on both publically owned roads/land and private developments (or redevelopment areas).
7. **BPAC Consultation** - Input shall be solicited from local bicycle and pedestrian advisory committees (BPACs) or similar *public* advisory group in an early project development phase to verify bicycling and pedestrian needs for projects. (MTC Resolution 875 requires that cities of 10,000 or more create and maintain a BPAC or rely on the county BPAC to receive TDA-3 funds.)
8. **Evaluation** – City *and county* will establish a means to collect data and indicate how the jurisdiction is evaluating their implementation of complete streets policies. For example tracking the number of miles of bike lanes and sidewalks, numbers of street crossings, signage etc.

Exceptions

9. **Process**– Plans or projects that seek exemptions from the complete streets approach outlined in prior sections must provide written finding of why accommodations for all modes were not included in the project. The memorandum should be signed off by the Public Works Director or equivalent high level staff person. Plans or projects that are granted exceptions must be made publically available for review.

Federal guidance on exceptions can be found from the Federal Highway Administration (FHWA)
Accommodating Bicycle and Pedestrian Travel
http://www.fhwa.dot.gov/environment/bicycle_pedestrian/guidance/design_guidance/design.cfm

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Measure B
Pass-through Fund Program
Compliance Report and Audit Summary
Fiscal Year 2010-2011



Alameda County Transportation Commission
1333 Broadway, Suite 220 & 300
Oakland, CA 94612
www.AlamedaCTC.org

Pass-through Fund Program Fiscal Year 2010-2011

June 2012



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The Alameda County Transportation Commission (Alameda CTC) disburses Measure B funds to Alameda County agencies and jurisdictions on a monthly basis. Agencies and jurisdictions rely on Measure B funds for numerous types of projects: bikeways, bicycle parking facilities, and pedestrian crossing improvements; installation of signage, guardrails, and traffic signals and lights; sidewalk and ramp repairs, street resurfacing and maintenance; bus, rail, and ferry services; and individual demand-response trips, shuttle and fixed-route trips, and meal delivery and other programs for seniors and people with disabilities.

Alameda CTC maintains funding agreements with each agency/ jurisdiction regarding these funds known as “pass-through funds.” Alameda CTC also allocates countywide funds through grants. Each fiscal year, Alameda CTC requires that agencies report their pass-through fund expenditures and grant fund usage.

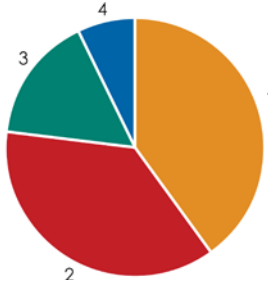
To maintain compliance and receive payment from Alameda CTC, in addition to the annual compliance report and audit, each agency must submit the following program deliverables to Alameda CTC:

- **Road miles:** The number of maintained road miles within the city's jurisdiction, consistent with the miles the jurisdiction reported to state and federal agencies.
- **Population:** The number of people the jurisdiction's transportation program serves in the fiscal year.
- **Newsletter:** Documentation of a published article that highlights the program in either Alameda CTC's newsletter or another newsletter of the agency's choice.
- **Website:** Documentation of an updated and accurate program information on a local agency website with a link to Alameda CTC's website.
- **Signage:** Documentation of the public identification of the program improvements as a benefit of the Measure B sales tax program.
- **Additional paratransit program requirements:** Local paratransit plans and budgets with local consumer input and governing body approval, and review by the Paratransit Advisory and Planning Committee and Alameda CTC. Agencies must also participate as a member of the Alameda CTC Paratransit Technical Advisory Committee to address planning, coordination, oversight, and reporting requirements, including annual reporting.

In preparation for the new Master Programs Funding Agreements with the agencies that will be in place in 2012, Alameda CTC also requested that the cities report on their Pavement Condition Index (PCI), to provide a frame of reference for the condition of their local streets and roads. The new funding agreements will require cities to annually report their PCI to Alameda CTC.



Fiscal Year 2010-2011



Alameda CTC Pass-through Program Distribution

Dollar amounts in millions

1 Local Streets and Roads	\$22.5	40%
2 Mass Transit	\$21.3	38%
3 Paratransit	\$9.1	16%
4 Bicycle and Pedestrian	\$3.8	6%
Total Distributions	\$56.7	100%

The Alameda CTC disburses Measure B pass-through funds on a monthly basis to Alameda County agencies and jurisdictions for their transportation programs, based on the Measure B Expenditure Plan. This report summarizes the total Alameda CTC pass-through fund allocations and agency expenditures for fiscal year 2010-2011 (FY 10-11).

The data within this report is based on the information included in the compliance and audit reports that the agencies/jurisdictions submitted. The individual reports with attachments and audits are available for review online at http://www.alamedactc.org/app_pages/view/4135.

Pass-through Fund Distributions

In FY 10-11, Alameda CTC provided a total of \$56.7 million in pass-through funding for four transportation programs to improve local streets and roads (\$22.5 million), to expand mass transit services (\$21.4 million), to expand special transportation services (paratransit) for seniors and people with disabilities (\$9.1 million), and to improve safety for bicyclists and pedestrians (\$3.8 million).

The agencies reported the receipt of \$56.7 million in pass-through fund revenues, and leveraged these revenues for overall total project costs reported as \$380 million.

Measure B Contribution to Total Program Expenditures

Dollar amounts in millions

Bicycle and Pedestrian

47% Measure B

Paratransit

26% Measure B

Local Streets and Roads

50% Measure B

Mass Transit

8% Measure B

\$0 \$50 \$100 \$150 \$200 \$250 \$300

10-11 Measure B Funding

Other Measure B Funding

Other Funding

Reported Measure B Expenditures

The agencies and jurisdictions utilized pass-through fund reserves from previous years in FY 10-11. The reported Measure B expenditures of \$56.7 million include a portion of \$50.7 million in FY 09-10 reserves. The unspent balance at the end of FY 10-11 was reported as \$54.1 million.

See the chart below for more information on Measure B pass-through fund reserves, new revenue, and expenditures in FY 10-11. The profiles for the local agencies and jurisdictions that appear later in the report provide more detail on their Measure B reserves and expenditures, per program.

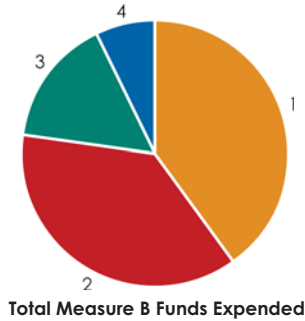
Agency/Jurisdiction	09-10 MB Balance	10-11 MB Revenue	10-11 MB Expended	Ending MB Balance
AC Transit	\$0	\$21,566,717	\$21,566,717	\$0
BART	\$0	\$1,499,702	\$1,499,702	\$0
LAVTA	\$0	\$824,364	\$824,364	\$0
WETA	\$0	\$275,215	\$175,867	\$1,825,246
ACPWA	\$9,876,552	\$2,553,569	\$1,676,708	\$10,779,347
ACE	\$2,285,223	\$2,132,587	\$2,001,797	\$2,424,620
City of Alameda	\$4,776,803	\$2,211,551	\$3,527,020	\$3,538,906
City of Albany	\$34,203	\$394,544	\$487,744	\$19,506
City of Berkeley	\$1,804,315	\$2,658,351	\$2,097,126	\$2,918,127
City of Dublin	\$1,155,744	\$443,313	\$475,476	\$1,165,478
City of Emeryville	\$469,774	\$250,982	\$79,621	\$648,885
City of Fremont	\$5,069,919	\$2,974,061	\$2,551,442	\$5,591,881
City of Hayward	\$3,117,067	\$2,794,708	\$4,232,252	\$1,871,929
City of Livermore	\$1,631,267	\$1,003,128	\$853,054	\$1,783,621
City of Newark	\$690,147	\$618,027	\$450,779	\$986,693
City of Oakland	\$12,337,886	\$10,394,863	\$11,833,171	\$10,910,118
City of Piedmont	\$314,512	\$364,058	\$154,374	\$678,570
City of Pleasanton	\$1,778,048	\$866,674	\$630,237	\$2,128,315
City of San Leandro	\$2,036,536	\$1,518,431	\$620,860	\$3,028,500
City of Union City	\$3,349,729	\$1,366,974	\$934,739	\$3,847,656
Total	\$50,727,626	\$56,711,819	\$56,673,050	\$54,147,399

Notes:

1. The table above reflects total Measure B expenditures reported by agencies/jurisdictions.
2. Revenue and expenditure figures throughout this report may vary due to number rounding.
3. The Ending MB Balance includes interest on Measure B funds and reflects fund transfers, such as a \$1.2 million transfer of Measure B funds from the City of Alameda to the Water Emergency Transportation Authority (WETA), as part of the transfer of operations of the Alameda/Oakland Ferry Service in FY 10-11.



Other Measure B Expenditures of \$7.2 Million



Dollar amounts in millions

1	Local Streets and Roads	\$25.5	40%
2	Mass Transit	\$23.6	37%
3	Paratransit	\$9.9	16%
4	Bicycle and Pedestrian	\$4.5	7%
Total Expenditures		\$63.5	100%

In FY 10-11, the compliance reports submitted by agencies provided a detailed breakdown of total Measure B expenditures by program, mode, project phase, and project type, specifying \$56.3 million of Measure B pass-through fund expenditures as well as \$7.2 million of "Other Measure B" expenditures, including discretionary Measure B grant awards, for \$63.5 million in total Measure B expenditures. Jurisdictions spent 40 percent of total Measure B funds on local streets and roads projects, 37 percent on mass transit, 16 percent on paratransit, and 7 percent on bicycle and pedestrian projects.

According to Alameda CTC's auditors, in FY 10-11, the Commission distributed \$56.9 million in Measure B pass-through funds including \$56.7 million in pass-through funds and \$163,090 in paratransit cash-flow stabilization funds. Alameda CTC also reimbursed agencies/jurisdictions \$4.4 million for four grant programs (Bicycle and Pedestrian Countywide Discretionary Fund Grant Program (\$1.6 million), Express Bus Service Grant Program (\$1.5 million), Paratransit Gap Grant Program (\$1.1 million), and Transit Oriented Development Grant Program(\$235,351)).

Measure B grant fund recipients receive payment after submitting a request for reimbursement for costs already incurred. Recipients reported their grant fund expenditures on an accrual basis, according to invoices submitted during FY 10-11.

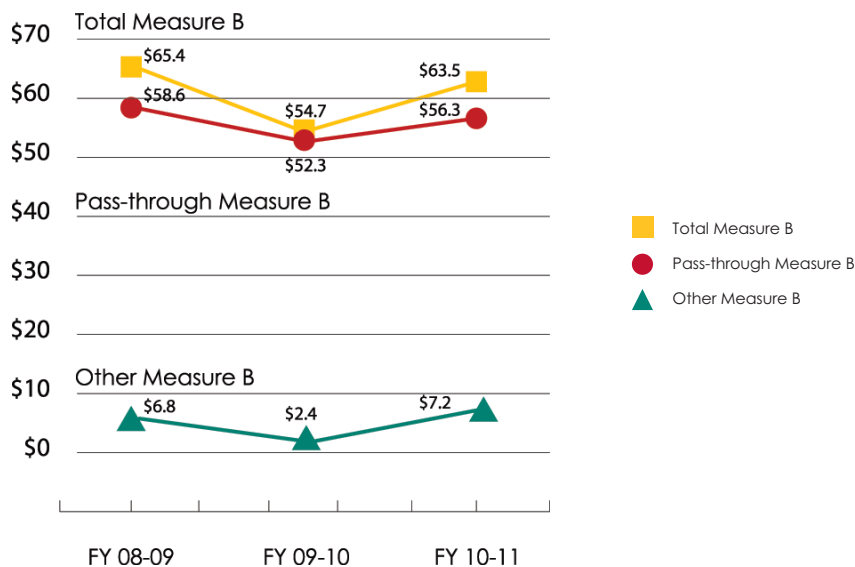
Economic Upswing Increases Revenues, Expenditures

Year to year, the state of the economy directly affects the amount of transportation sales tax revenue Alameda CTC receives and, in turn, the amount the agencies and jurisdictions spend on transportation programs. In FY 09-10, local agencies expended less in Measure B funding than they did the previous fiscal year (FY 08-09), because of projects put on hold due to the tight economy, a lack of state and federal funds, and limited budgets and resources.

In FY 10-11, as the economic crisis began to subside, the amount of Measure B revenues increased, and agencies/jurisdictions expended these revenues, along with reserves from the prior year. The chart below details the total Measure B funds expended over the last three fiscal years.

Measure B Expenditure Comparison

Dollar amounts in millions



Note: "Other Measure B" includes Measure B grants, paratransit cash-flow stabilization funds, and paratransit minimum service level funds.



Expenditures by Transportation Mode

Top Transportation Modes: Bus, Local Streets, and Services for People with Disabilities



In FY 10-11, total Measure B expenditures of \$63.5 million supported the following transportation modes within each program:

- **Bicycle and pedestrian:** Local agencies reported over 60 percent of bicycle and pedestrian expenditures on pedestrian projects, 32 percent on projects that benefit bicyclists and pedestrians, and the remainder on bicycle projects (5 percent) and other projects such as sidewalk repair and maintenance (3 percent).
- **Local streets and roads:** Local agencies reported about 68 percent of local streets and roads funds directly supported streets and roads projects. About 30 percent funded bicycle and pedestrian projects. About 1 percent funded other projects including administration, staffing, training, and traffic management; and less than 1 percent funded paratransit services and mass transit (scoping and bus-stop facility maintenance).
- **Mass transit:** The majority of mass transit funds (82 percent) supported bus operations. Measure B also funded rail service (9 percent) and ferry transportation (9 percent).
- **Paratransit:** The jurisdictions reported expenditures of 65 percent of paratransit funds on services for people with disabilities, 35 percent on services for seniors and people with disabilities, and less than 1 percent on other.

Measure B Expenditures by Transportation Mode

	Bicycle and Pedestrian Fund	Local Streets and Roads Fund	Mass Transit Fund	Paratransit Fund	Total Expenditures
Bicycle	\$201,593	\$0	\$0	\$0	\$201,593
Bicycle and Pedestrian	\$1,446,247	\$7,763,846	\$0	\$0	\$9,210,093
Pedestrian	\$2,683,448	\$0	\$0	\$0	\$2,683,448
Mass Transit	\$0	\$47,026	\$0	\$0	\$47,026
Paratransit	\$0	\$66,000	\$0	\$0	\$66,000
Streets and Roads	\$0	\$17,355,385	\$0	\$0	\$17,355,385
Bus	\$0	\$0	\$19,376,783	\$0	\$19,376,783
Ferry	\$0	\$0	\$2,206,831	\$0	\$2,206,831
Rail	\$0	\$0	\$2,001,797	\$0	\$2,001,797
Disabled Services	\$0	\$0	\$0	\$6,457,640	\$6,457,640
Senior and Disabled Services	\$0	\$0	\$0	\$3,420,894	\$3,420,894
Senior Services	\$0	\$0	\$0	\$16,000	\$16,000
Meals on Wheels	\$0	\$0	\$0	\$7,021	\$7,021
Other	\$127,854	\$361,933	\$0	\$7,982	\$497,770
Total	\$4,459,143	\$25,594,190	\$23,585,411	\$9,909,537	\$63,548,280

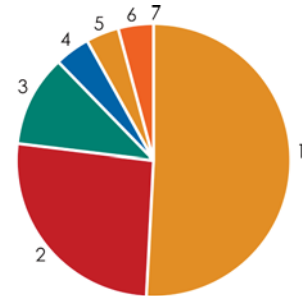
Note: Measure B expenditures by mode include both pass-through and grant funds.

Total Measure B Expenditures by Project Phase

The 20 agencies reported expenditures of just over 50 percent of Measure B funds on operations (\$32.4 million of the \$63.5 million in total expenditures). These dollars helped agencies to maintain services, despite cutbacks from other funding sources.

Other top expenditures by phase include:

- Construction including expenditures on plans, specifications, and estimates (\$16.7 million)
- Maintenance (\$7.1 million)
- Scoping, feasibility, and planning (\$2.6 million)



Total Measure B Expenditures by Phase

Dollar amounts in millions

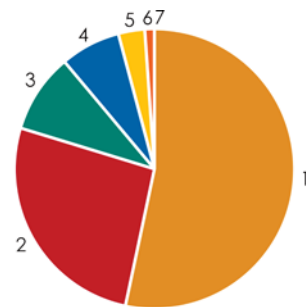
1 Operations	\$32.4	51%
2 Construction (+PS&E)	\$16.7	26%
3 Maintenance	\$7.1	11%
4 Scoping, Planning	\$2.6	4%
5 Other	\$2.3	4%
6 Project Completion	\$2.3	4%
7 Environmental	\$0.1	–
Total Expenditures	\$63.5	100%

Local Streets and Roads Expenditures by Project Phase

The agencies reported expenditures of \$25.6 million on projects to maintain and improve local streets and roads. Agencies spent about 53 percent of Measure B funds on construction (includes plans, specifications, and estimates). These dollars primarily funded street resurfacing and maintenance, and street reconstruction and overlay, including drainage improvements, curb ramps, and striping. The cities perform the improvements and maintenance necessary to provide residents with safe road conditions and to improve their pavement condition index.

Other top local streets and roads expenditures by phase include:

- Maintenance (\$6.8 million)
- Scoping, feasibility, and planning (\$2.2 million)
- Project completion and closeout activities (\$1.9 million)

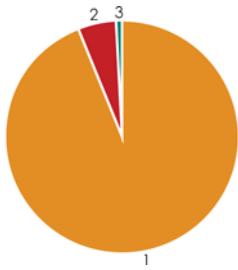


Local Streets & Roads Expenditures by Phase

Dollar amounts in millions

1 Construction (+PS&E)	\$13.5	53%
2 Maintenance	\$6.8	26%
3 Scoping, Planning	\$2.2	9%
4 Project Completion	\$1.9	7%
5 Operations	\$0.8	3%
6 Other	\$0.3	2%
7 Environmental	\$0.1	–
Total Expenditures	\$25.6	100%

Expenditures by Project Phase



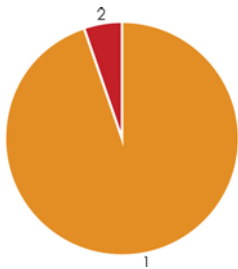
Mass Transit Expenditures by Phase

Dollar amounts in millions

1 Operations	\$22.2	94%
2 Other	\$1.2	5%
3 Construction (+PS&E)	\$0.2	1%
Total Expenditures	\$23.6	100%

Mass Transit Expenditures by Project Phase

Transit agencies spent the majority of Measure B funds on operations (\$22.2 million of the \$23.6 million total mass transit expenditures). Other expenditures include ferry service expenses for the San Francisco Bay Area Water Emergency Transportation Authority.



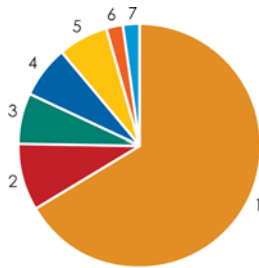
Paratransit Expenditures by Phase

Dollar amounts in millions

1 Operations	\$9.4	95%
2 Other	\$0.5	5%
Total Expenditures	\$9.9	100%

Paratransit Expenditures by Project Phase

Agencies spent the majority of Measure B funds on operations of paratransit programs (\$9.4 million of \$9.9 million total). Other expenditures included vehicle equipment expenses and paratransit stop capital improvements.



Bicycle and Pedestrian Expenditures by Phase

Dollar amounts in millions

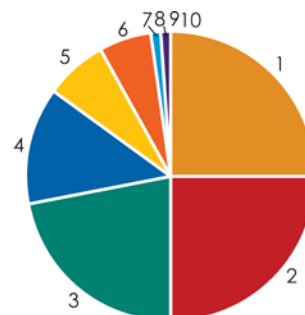
1 Construction (+PS&E)	\$3.0	66%
2 Scoping, Planning	\$0.4	9%
3 Project Completion	\$0.3	7%
4 Maintenance	\$0.3	7%
5 Other	\$0.3	7%
6 Environmental	\$0.1	2%
7 Operations	\$0.1	2%
Total Expenditures	\$4.5	100%

Bicycle and Pedestrian Safety Expenditures by Project Phase

Agencies reported total expenditures of \$4.5 million on bicycle and pedestrian projects. The majority of these expenditures funded construction of capital projects such as lanes and pathways for bicyclists and pedestrians, sidewalk and ramp installation and repair, and bicycle facilities. Many of the improvements from Measure B funding made intersections and walkways safer and more accessible for pedestrians and bicyclists.

Local Streets and Roads Expenditures by Project Type

By project type, the agencies reported expenditures of approximately \$6.5 million street resurfacing and maintenance. About \$6.4 million went directly to signals, and \$5.6 million funded other expenditures, including a wide variety of improvements such as gutter and sidewalk replacement, an integrated traffic management center in Oakland, guardrails, and training.



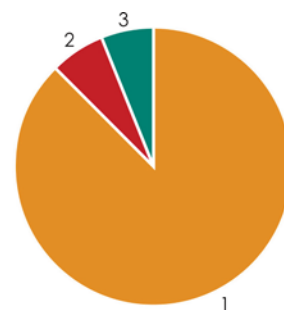
Local Streets & Roads Expenditures by Type

Dollar amounts in millions

1 Street Maintenance	\$6.5	25%
2 Signals	\$6.4	25%
3 Other	\$5.6	22%
4 Sidewalks and Ramps	\$3.2	13%
5 Bridges and Tunnels	\$1.7	7%
6 Staffing	\$1.5	6%
7 Operations	\$0.3	1%
8 Traffic Calming	\$0.2	1%
9 Pedestrian Crossings	\$0.1	—
10 Equipment and Vehicles	\$0.1	—
Total Expenditures	\$25.6	100%

Mass Transit Expenditures by Project Type

By project type, transit agencies reported spending the majority of Measure B funds on operations (\$20.7 million). Approximately \$1.5 million funded Welfare to Work services, and the remainder covered other expenditures that supported ferry services provided by the San Francisco Bay Area Water Emergency Transportation Authority.

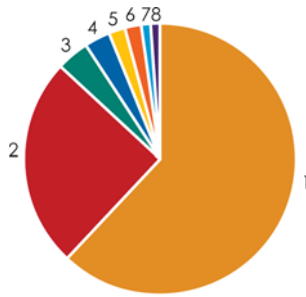


Mass Transit Expenditures by Type

Dollar amounts in millions

1 Operations	\$20.7	88%
2 Welfare to Work	\$1.5	6%
3 Other	\$1.4	6%
Total Expenditures	\$23.6	100%

Expenditures by Project Type

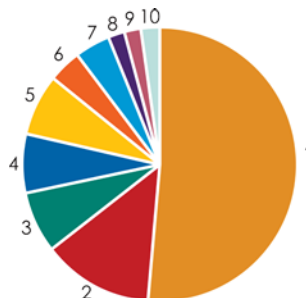


Paratransit Expenditures by Type

Dollar amounts in millions

1 Operations/Other ¹	\$6.1	62%
2 Individual Trips	\$2.5	25%
3 Shuttle or Fixed-route Trips	\$0.4	4%
4 Customer Service	\$0.3	3%
5 Management	\$0.2	2%
6 Capital Purchase	\$0.2	2%
7 Meal Delivery	\$0.1	1%
8 Group Trips	\$0.1	1%
Total Expenditures	\$9.9	100%

1. Primarily East Bay Paratransit services and Paratransit Gap Grant projects.



Bicycle and Pedestrian Expenditures by Type

Dollar amounts in millions

1 Sidewalks and Ramps	\$2.3	51%
2 Other ¹	\$0.6	13%
3 Multiuse Paths (Class 1)	\$0.3	7%
4 Master Plans	\$0.3	7%
5 Signals	\$0.3	7%
6 Staffing	\$0.2	5%
7 Pedestrian Crossings	\$0.2	4%
8 Bikeways (non-Class 1)	\$0.1	2%
9 Education, Promotion	\$0.1	2%
10 Bike Parking	\$0.1	2%
Total Expenditures	\$4.5	100%

1. Primarily streetscape improvements and sidewalk repair.

Paratransit Expenditures by Project Type

By project type, agencies reported the majority of their paratransit Measure B expenditures as other, which includes approximately \$5.9 million in AC Transit and BART operations of Americans with Disabilities Act-mandated paratransit services provided by the East Bay Paratransit Consortium. These expenditures also include a number of Paratransit Gap Grant projects that provide travel training, transportation services for people with dementia, volunteer drivers and escorts, an on-demand shuttle; as well as for other projects that provide discount BART tickets, scholarships, and other paratransit services.

Other top paratransit expenditures by type include \$2.5 million on individual demand-response trips and approximately \$400,000 on shuttle or fixed-route trips.

Bicycle and Pedestrian Expenditures by Project Type

By project type, agencies reported the majority of Measure B expenditures on sidewalks and ramps (\$2.3 million), and reported expenditures of \$218,000 on other, described as streetscape improvements, sidewalk repair, and school traffic safety workshops, among other projects.

Other top bicycle and pedestrian expenditures by type include approximately \$300,000 each on multiuse paths (Class 1), master plans, and signals. Agencies also reported just over 4 percent of expenditures on both project staffing and pedestrian crossing improvements.

Staffing Expenditures by Project Type

By project type, approximately 3 percent of the \$63.5 million in total Measure B expenditures was reported to cover salary and benefits for staff to support projects, programs, or services. The agencies/jurisdictions reported expenditures of \$1.7 million total on staffing.

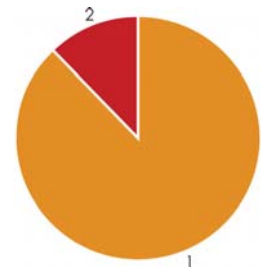
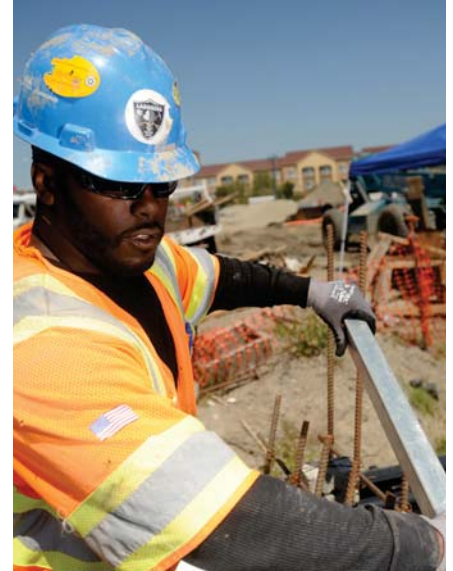
In FY 09-10, the staff expenditure percentage of the total Measure B expenditures was the same in FY 10-11 (3 percent), and the total staffing costs in FY 10-11 were approximately \$329,000 higher than in FY 09-10, due to the economic upswing.

The majority of FY 10-11 staffing expenditures covered staffing for local streets and roads projects, such as:

- Engineering services
- Transportation planning
- Street and traffic resurfacing and maintenance, including electrical services, pavement rehabilitation, pothole patching, construction sanitation, and preventative maintenance
- Information technology services
- Customer service

The remainder funded staffing for bicycle and pedestrian projects, such as:

- Engineering services for bicycle parking
- Administrative services for bicycle and pedestrian programs
- Bicycle/pedestrian planning
- Transportation planning



Measure B Staffing Expenditures

Dollar amounts in millions

1 Local Streets and Roads	\$1.5	88%
2 Bicycle and Pedestrian	\$0.2	12%
Total Expenditures	\$1.7	100%

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Alameda County Transportation Commission
Bicycle and Pedestrian Advisory Committee
Roster and Attendance Fiscal Year 2012/2013

	Suffix	Last Name	First Name	City	Appointed By	Term Began	Re-apptmt.	Term Expires	Mtgs Missed Since Jul '12*
1	Ms.	Tabata, Chair	Midori	Oakland	Alameda County Mayors' Conference, D-4	Jul-06	Oct-11	Oct-13	0
2	Ms.	Welsh, Vice-Chair	Ann	Pleasanton	Alameda County Supervisor Nate Miley, District 4	Oct-09	Oct-11	Oct-13	0
3	Mr.	Chen	Alexander	Fremont	Alameda County Supervisor Scott Haggerty, District 1	Oct-09	Jan-12	Jan-14	0
4	Ms.	Gigli	Lucy	Alameda	Alameda County Supervisor Wilma Chan, District 3	Jan-07	Jan-09	Jan-11	0
5	Mr.	Johansen	Jeremy	San Leandro	Alameda County Mayors' Conference, D-3	Sep-10	Oct-11	Oct-13	0
6	Mr.	Jordan	Preston	Albany	Alameda County Supervisor Keith Carson, District 5	Oct-08	Sep-10	Sep-12	1
7	Ms.	LaVigne	Diana Rohini	Fremont	Alameda County Mayors' Conference, D-2	Jan-12		Jan-14	0
8	Ms.	Zimmerman	Sara	Berkeley	Alameda County Mayors' Conference, D-5	Feb-12		Feb-14	0
9		Vacancy			Alameda County Mayors' Conference, D-1				
10		Vacancy			Alameda County Supervisor Richard Valle, District 2				
11		Vacancy			Transit Agency				

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Alameda County Transportation Commission
Bicycle and Pedestrian Advisory Committee
Draft Meeting Schedule for
2012-2013 Fiscal Year

Created: May 30, 2012

Updated: August 15, 2012

	Meeting Date	Meeting Purpose
1	July 12, 2012	<ul style="list-style-type: none"> • Review Draft Countywide Pedestrian and Bicycle Plans (Info) • Review Draft Bike/Ped Counts Report and 2012 Counts List (Info) • Draft Performance Report (Info) • Update on Complete Streets & June Workshop (Info)
2	September 6, 2012 (Note – this is the 1 st Thursday of the month)	<ul style="list-style-type: none"> • Input on OBAG Funding Program (Info) • Grant Summary Report to Commission (Info) • Summary of All Local Pass-Thru Expenditures (Board report) (Info) • Update on Subcommittee on BPAC Renaming • CDF Grants, Cycles #3&4: Semi-Annual Progress Reports (Info) • CDF Grants: Sponsor presentations (Berkeley Aquatic Park, Travel Choice, and/or Albany AT Plan)
3	October 11, 2012	<ul style="list-style-type: none"> • Recommendation on Final Draft Countywide Pedestrian and Bicycle Plans (Action) • Input on OBAG Funding Program (Info) • Approval of Revised BPAC Bylaws (Action) • Status report on Alameda County SR2S program (Info) • CDF Grants: Amendment requests and sponsor presentations, as needed (Irvington and/or Albany AT Plan)
4	November 8, 2012 (tentative)	<ul style="list-style-type: none"> • Input on OBAG Funding Program (Info) • Update on the Transportation Expenditure Plan ballot measure (Info) • Approve recommendation on 2013 Bike to Work Day funding (Action) • CDF Grants: Amendment requests and sponsor presentations, as needed (Travel Choice, Irvington and/or Albany AT Plan)
5	January 10, 2013 (tentative)	<ul style="list-style-type: none"> • CDF Grants: Amendment requests and sponsor presentations, as needed
6	February 14, 2013 (tentative)	<ul style="list-style-type: none"> • CDF Grants, Cycles #3&4: Semi-Annual Progress Reports (Info) • CDF Grants: Amendment requests and sponsor presentations, as needed
7	March 14, 2013 (tentative)	<ul style="list-style-type: none"> • Review TDA Article 3 Projects (Info) • Report on Countywide Annual Bicycle and Pedestrian Counts and Funding Recommendation for 2013 counts (Action) • CDF Grants: Amendment requests and sponsor presentations, as needed

Alameda County Transportation Commission
Bicycle and Pedestrian Advisory Committee

8	June 13, 2013 (tentative)	<ul style="list-style-type: none">• BART Bicycle Advisory Task Force Appointment(s) (Action)• CDF Grants: Amendment requests and sponsor presentations, as needed• Performance Report (Info)• Report on Bike to Work Day (Info)• Grant Summary Report from May Commission Meeting (Info)• Summary of All Local Pass-Thru Expenditures (Board report) (Info)• Organizational Meeting:<ul style="list-style-type: none">○ Distribute BPAC Action Log: FY 12/13 (Info)○ Presentation on Alameda CTC's Bike/Ped Work Program for 13/14 (Info)○ Schedule for 13/14 BPAC Meetings (Info)○ Election of Chair & Vice-Chair for FY 13/14 (Action)○ Review Bylaws (Action)
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To be added, as schedule is determined:

- CDF grant cycle 5
- Complete streets checklists, and other complete streets work TBD

Meeting Date	Event Name	Sponsor Agency/ Organization	Meeting Location	Meeting Time
Wednesday, September 05, 2012	Pleasanton Downtown Association 1st Wednesdays Street Party	Pleasanton Downtown Association	Main Street, Downtown Pleasanton, CA	4:30 - 9:45pm
Thursday, September 06, 2012	TEP Presentation to the Dublin Chamber of Commerce Economic Development Committee	Dublin Chamber of Commerce	Chamber Offices 7080 Donlon Way, #110 (one block west of San Ramon Road) Dublin, CA 94568	8 - 10am
Thursday, September 06, 2012	Insiders' Breakfast	Hispanic Chamber of Commerce, Alameda County	BART Board Room, 344 20th Street, Oakland, CA	8 - 9:30am
Thursday, September 06, 2012	San Leandro African America Business Council - TEP Presentation	San Leandro African American Business Council	San Leandro City Hall - Sister Cities Room	6 - 8pm
Saturday & Sunday September 8 - 9, 2012	2012 Bay Area Black Expo		Marriott City Center Oakland Convention Center	10am - 6pm
Sunday, September 09, 2012	Solano Avenue Stroll	Albany	Solano Avenue in Albany	10:00 am - 6:00 pm
Monday, September 10, 2012	TEP Presentation to the Advisory Commission on Aging	Advisory Commission on Aging	Adult Aging and Medi- Cal Services Office 6955 Foothill Blvd, #300 (the Big Sur Room) Oakland, CA	9:30 - 11:45am
Wednesday, September 12, 2012	ACEC CA East Bay Chapter Monthly Meeting	ACEC East Bay	Round Hill Country Club, 3169 Roundhill Road, Alamo, CA	6:30 - 9pm
Wednesday, September 12, 2012	Alameda County Mayors' Conference		Hotel Shattuck Plaza, 2086 Allston Way, Berkeley, CA	unknown
Wednesday, September 12, 2012	Developmental Disabilities Planning and Advisory Council Meeting Presentation	Developmental Disabilities Planning and Advisory Council	Alameda County Public Health Dept., 1000 Broadway, Suite 500, Oakland, CA 94607	9:30 - 12pm
Wednesday, September 12, 2012	UC Berkeley Disabled Students Residence Program Presentation	Disabled Students' Program	250 Cesar Chavez Student Center #4250, Berkeley, CA 94720	12 - 1pm
Friday, September 14, 2012	San Leandro Senior Resource Fair	City of San Leandro	San Leandro Senior Community Center 13909 E. 14th Street, San Leandro, CA	10 - 1 pm

Meeting Date	Event Name	Sponsor Agency/ Organization	Meeting Location	Meeting Time
Saturday, September 15, 2012	9th Annual Ethiopian New Year Celebration	Ethiopian Community and Cultural Center (ECCC)	Mosswood Park, 3612 Webster Street, Oakland, CA 94609	12 - 7pm
Saturday, September 15, 2012	5th Annual Health and Wellness Fair	Center for Elders' Independence	Eastmont Town Center, 7200 Bancroft Avenue, Oakland, CA 94605	11 - 3pm
Saturday, September 15, 2012	Aztec Run For Education	Merritt College	Merritt College 12500 College Dr Oakland, CA	8am - 2pm
Tuesday, September 18, 2012	AFSCME Presentation on Measure B	AC Transit	AC Transit 1600 Franklin Street Oakland, CA	12 - 1pm
Wednesday, September 19, 2012	APBP Webinar: Liability: Understanding and Managing Risk	Alameda CTC/ APBP	Alameda CTC, 3rd Floor	12:00pm - 1:00pm
Wednesday, September 19, 2012	Panel Discussion at the California AGC Bay Area Region Public Works Night	AGC California	Palm Event Center in the Vineyard. 1184 Vineyard Ave, Pleasanton, CA	5 - 8pm
Wednesday, September 19, 2012	Tri-Valley Mayors' Summit	Hosted by the Dublin, San Ramon, Danville, Livermore, and Pleasanton Chambers of Commerce	Shannon Community Center, 1160000 Shannon Avenue, Dublin, CA	11:30am - 1:30pm
Wednesday, September 19, 2012	BART to Livermore Ext. Project EIR Notice of Preparation (BART Public Scoping Meeting)	BART	Robert Livermore Community Center 4444 East Avenue Livermore, CA 94550	6 - 8:30pm
Thursday, September 20, 2012	Green Scene Fair	City of Pleasanton	Hacienda West 3825-3875 Hopyard Road Pleasanton, CA	10:30am - 1:30pm
Thursday, September 20, 2012	Fruitvale-San Antonio Senior Center, Lions Center for the Blind and Registrar of Voters and League of Women Voters	Lions Center for the Blind	Fruitvale-San Antonio Senior Center (right off of the Fruitvale BART just above Citi Bank)	10am - 12pm
Sunday, September 23, 2012	Newark Days Community Information Faire	Newark Community Center	Newark Blvd and Cedar	12 - 4pm
Tuesday, September 25, 2012	COMTO Panel Discussion	COMTO	2 Broadway, Oakland, CA	5:30 - 7:30pm

Meeting Date	Event Name	Sponsor Agency/ Organization	Meeting Location	Meeting Time
Wednesday, September 26, 2012	Measure B Presentation to the ACEC	ACEC Bay Bridge Chapter	Oakland Marriott, 1001 Broadway, 2nd Floor, Oakland, CA	12 - 2pm
Thursday, September 27, 2012	Presenting at Goods Movement & Trade Industries Breakfast Meeting	Port of Oakland	TBD - Waterfront Hotel or JLS location	7:30 - 9:30am
Thursday, September 27, 2012	San Leandro Transportation Forum: State of Local Streets	City of San Leandro	San Leandro Senior Community Center, 13909 East 14th Street, San Leandro, CA 94578	7 - 9pm
Tuesday, October 02, 2012	Montclair Lions Club - TEP Presentation	Montclair Lions Club	Montclair Bistro (in the Garden Room), 6118 Medau Street, Oakland, CA	12:15 - 1:30pm
Wednesday, October 03, 2012	International Walk to School Day			
Thursday, October 04, 2012	TEP Presentation to Hayward Chamber of Commerce's Government Relations Committee	Hayward Chamber of Commerce	1099 "E" Street, Hayward, CA	8 - 10am
Thursday, October 04, 2012	TEP Presentation to the Sons In Retirement (SIR) Monthly Luncheon	Sons In Retirement (SIR)	San Ramon Country Club, (San Ramon Golf Course at 9430 Firecrest Lane , San Ramon, Ca. (Firecrest & Alcosta Blvd)	11:45am - 1:45pm
Saturday, October 06, 2012	Oaktoberfest	Dimond District Association	Dimond District	All Day
Saturday, October 06, 2012	Dublin Senior Info Fair	Dublin Senior Center	Dublin Senior Center, 7600 Amador Valley Boulevard, Dublin, CA 94568	10 - 2pm
Sunday, October 14, 2012	Sunday Streets Berkeley	Livable Berkeley	Downtown Berkeley	10-5 pm
Wednesday, October 17, 2012	APBP Webinar: FHWA Experimentation for Advancing Best Practices	Alameda CTC/ APBP	Alameda CTC, 3rd Floor	12:00pm - 1:00pm
Thursday, October 18, 2012	TEP Presentation to the Rotary Club of Pleasanton	Rotary Club of Pleasanton	Hap's Original, 122 West Neal Street, Pleasanton, CA 94566	12 - 1:30pm
Thursday, October 18, 2012	North County Transportation Forum	Alameda CTC	1333 Broadway, Suite 300, Oakland	6:30 p.m. to 8:30 p.m.

Meeting Date	Event Name	Sponsor Agency/ Organization	Meeting Location	Meeting Time
Friday, October 19, 2012	Alameda CTC Bus Tour	Alameda CTC	TBD	
Tuesday, October 23, 2012	Older Adult Transportation Resource Fair	Pool of Consumer Champions of Alameda County Behavioral Health Care Services	333 Hegenberger Road, 6th Floor, Monterrey Room, Oakland, CA 94621	10 - 1pm
Sunday, October 28, 2012	Día De Los Muertos	Unity Council	Fruitvale Oakland	10:00 am to 6:00 pm
Wednesday, November 14, 2012	APBP Webinar: Maps that Guide, Encourage and Inform	Alameda CTC/ APBP	Alameda CTC, 3rd Floor	12:00pm - 1:00pm
Wednesday, December 19, 2012	APBP Webinar: Wayfinding Options for Cyclists	Alameda CTC/ APBP	Alameda CTC, 3rd Floor	12:00pm - 1:00pm