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 ACTIA ■ 1333 Broadway, Suite 300 ■ Oakland, CA 94612 ■ PH: (510) 893-3347

www.AlamedaCTC.org

ACTIA Citizens Advisory Committee Meeting Minutes
Thursday, July 15, 2010, 5:30 p.m., 33997 Alvarado Niles Road, Union City

Attendance Key (A = Absent, P = Present)

Members:

<u>P</u> Barry Ferrier, Chair	<u>A</u> Joseph Hilson	<u>A</u> Catherine Souders- Mahanpour
<u>P</u> Cynthia Dorsey, Vice Chair	<u>A</u> Alton Jefferson	<u>A</u> Gerarda Stocking
<u>A</u> Meredith Brown	<u>P</u> Roop Jindal	<u>A</u> Brenda Walker
<u>A</u> Norbert Castro	<u>A</u> Dimitris Kastriotis	<u>A</u> Ronald Washington
<u>P</u> Val Chinn	<u>P</u> Audrey LePell	<u>A</u> Darren White
<u>A</u> Joseph Collier	<u>P</u> Pilar Lorenzana-Campo	<u>P</u> Hale Zukas
<u>P</u> Emily Duncan	<u>P</u> Frank Rose	
<u>A</u> Frances Hilliard	<u>A</u> Nicholas Sebastian	
	<u>P</u> Mike Sedlak	

Staff:

<u>P</u> Christine Monsen, Executive Director	<u>P</u> Angie Ayers, Acumen Building Enterprise, Inc.
<u>P</u> Tess Lengyel, Programs and Public Affairs Manager	<u>P</u> Lou Hexter, MIG
<u>P</u> Keonnis Taylor, Programs Coordinator	

1. Welcome and Introductions

Chair Barry Ferrier called the meeting to order at 5:35 p.m. and welcomed the new CAC member Pilar Lorenzana-Campo. The meeting began with introductions and a review of the meeting outcomes.

Guests Present: Sharon Powers (PAPCO) and Clara Sample (PAPCO) attended the meeting.

2. Public Comments

There were no public comments.

3. Approval of June 17, 2010 Minutes

Audrey LePell moved to approve the minutes as written. Roop Jindal seconded the motion. The motion carried 8-1; Hale Zukas abstained.

4. Staff Overview of Outreach Materials and Website Report

Keonnis Taylor led the discussion of ACTIA's messaging tips and benchmarks of success, which are the outreach targets that ACTIA uses to keep the community informed. CAC members reviewed a handout of outreach tracking events.

Keonnis encouraged CAC members to attend the Annual Mobility Workshop hosted by PAPCO on July 30, 2010 at MTC Auditorium.

Lou Hexter gave a report on the website update. CAC members reviewed a handout of the Constant Contact Email Tracking report and a report showing the number of pages viewed from May 1, 2010 to July 13, 2010.

Barry Ferrier suggested that the e-newsletter notification should come from a “dummy” address versus Tess Lengyel e-mail address. Barry also mentioned that “e-news” should be highlighted in black like “e-notifier.” Tess Lengyel stated that changes to the website will be done later due to the number of changes going on with the organizations. Tess announced the new Alameda County Transportation Commission (Alameda CTC) website and mentioned that the ACTIA and CMA websites will still exist on an interim basis. She informed the members that when visitors access these websites, they see a new landing page.

5. CAC Outreach Goals and Objectives

Barry Ferrier suggested that ACTIA add “e-notifier” to the CAC Outreach Planning and Review document in the section: *How should CAC provide outreach?* A member inquired if the e-newsletter goes to the local newspapers. Staff commented that the newsletter goes to the Constant Contact list, Chambers of Commerce, ACTIA Board, local elected officials, state and federal officials, and all ACTIA committee members. ACTIA also sends a press release that announces the transportation forums to all newspapers in the county.

CAC members suggested targeting the following organizations for outreach:

- Place a notice in the ICC Milpitas news.
- Place a notice in the East Indian temple in Fremont off Mission Blvd.
- Reach Tax Counseling for the Elderly Organizations. Also, many foundations fund environment changes and it would be good to reach low-income minority groups that rely on public transportation options. Other outreach targets include the Kaiser Foundation and the California Endowment project officers that organize coalitions.
- Reach climate change advocates, for example, the Regional Asthma Management Program, the Alameda County Public Health Department, and TransForm.
- Target equity advocates, people fighting for social equity from the standpoint of income.
- Use Twitter and Facebook to link to BART and AC Transit.
- Perform outreach at the Castro Valley Fall Festival sponsored by the Castro Valley Chamber of Commerce the second weekend in September.
- Perform outreach at the Fremont Festival of Art in August.
- Perform outreach at the Hayward Zucchini in August.

6. CAC Member/Outreach Reports

Barry Ferrier inquired if the Alameda County Registrar of Voters will provide voter email addresses so ACTIA can send an email blast. Discussion took place around the cost of this outreach effort. Barry stated that the cost will be \$4,200 to send 62,045 emails. Staff stated that ACTIA currently sends blasts to the Chambers of Commerce in Alameda County and the Rotary Clubs.

Cynthia Dorsey invited CAC members and staff to the new Transbay Terminal open house on August 3, 2010. The new terminal will include AC Transit, Greyhound, Muni, and SamTrans.

7. Staff Reports

Tess Lengyel invited CAC members to the upcoming Annual Mobility Workshop hosted by PAPCO on July 30, 2010. The theme of the workshop is Mobility Management.

Christine Monsen informed the CAC that the actual sales tax for this fiscal year will be \$94 million, which is 7 percent lower than last year's actual, but higher than the \$90 million budgeted.

Christine Monsen gave an update on the Oakland Airport Connector (OAC) project. Christine stated that the California Transportation Commission approved reprogramming \$20 million in Statewide Transportation Improvement Program funds to the OAC project, and the matter will come before the Alameda CTC this month for action. Full funding will be presented to the BART Board on July 22.

Christine Monsen informed the committee that the I-680 Sunol Express Lanes project with the southbound high-occupancy vehicle lanes is scheduled for completion in October 2010.

A CAC member inquired if the new website has a place for outreach work in progress. Staff posts all meetings and events to the Alameda CTC website. In the interim, if you are interested in ACTIA or CMA go the old website for each agency.

8. Adjournment/Next Meeting

The meeting adjourned at 6:45 p.m. The next meeting is at 5:30 p.m. on October 21, 2010, at Alameda CTC offices in Oakland.

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Citizens Advisory Committee (CAC) Outreach Speaking Points

Note: ACTIA has recently merged with the Alameda County Congestion Management Agency to create the Alameda County Transportation Commission (Alameda CTC). Outreach efforts for all agency projects and programs are anticipated to commence in January 2011. These speaking points will likely be updated to reflect that change.

Key Messages:

- Transportation is at the heart of everything we do. It connects us to each other, our communities, services, jobs, education, and recreation – the things that make up our lives.
- Alameda CTC works on behalf of Alameda County residents to improve access and mobility with accountability.
- Alameda CTC plans, funds and delivers transportation projects and programs to benefit the entire county, including administration of the transportation sales tax measure.
- Measure B local sales-tax dollars are YOUR dollars, mandated by voters to be used for transportation improvements throughout Alameda County.

Talking Points:

- The CAC hosts Transportation Forums throughout the County to provide direct public access to project and program sponsors.
- The CAC serves as a liaison between the Alameda CTC and the public.
- Alameda CTC exists *only* because the public voted to reauthorize Measure B in 2000, identifying 27 specific transportation projects and an array of programs that expand mobility and access throughout Alameda County.
- Alameda CTC encourages broad participation in the delivery and oversight of projects and programs funded by Measure B half-cent sales-tax dollars.
- Alameda CTC is the agency that allocates the local transportation sales tax dollars for transportation improvements in Alameda County, as well as plans, funds and delivers with regional, state and federal funds.
- Alameda CTC spends your tax dollars wisely and efficiently.
- Alameda CTC encourages and supports re-investing sales tax dollars into the Alameda County business community through contracts and grants.
- All meetings are OPEN TO THE PUBLIC.
- Measure B fund administration requires a 1% cap on administrative staff costs and a 4.5% cap on overall administrative costs.

Facts:

- The Alameda CTC is a newly merged agency of ACTIA and the Alameda County Congestion Management Agency made up of 22 elected officials, including all County Board of Supervisors, council members, cities, AC Transit and BART.
- Measure B half-cent sales tax provides almost \$100 million per year for local transportation improvements.
- Alameda CTC has four community advisory committees, inviting up to 90 members of the public to participate.

CAC Outreach Tools:

Keep these items in mind as you move about the community. There are many opportunities to get the word out, and many tools to help you.

Outreach Speaking Guide	Any message is more effective when everyone delivering it is on the same page. Use this guide for “elevator conversations” about Alameda CTC.
Public Transportation Forums	These quarterly events are the cornerstone for outreach. Use them effectively! Get the word out.
CAC Outreach Reporting Form	Log your individual CAC outreach, and make reporting easy and effective by filling out the simple form in your mailed agenda packet.
Committee Business Cards	Use these simple cards during your regular networking to spread the word about Transportation Forums, contracting opportunities, and other Alameda CTC information.
Newsletter Hardcopies	We distribute an electronic newsletter, but hard copies are still available for your distribution in your community. Readers may be directed to the website for electronic copies.
Annual Report	This colorful publication is a comprehensive snapshot of all projects and programs information each year.
CAC Recruitment Flyer	This one-page fact sheet gives all standard information about CAC, and includes an application to join the committee.

CAC meets five times per year, which includes hosting four Public Transportation Forums throughout Alameda County.

Outreach Benchmarks of Success

- Reach 50 targets per month / 150 per quarter/ 500 per year
 - Businesses, legislators, members of the public, community organizations
- Host 2 Speakers' Bureau Presentations per month
 - Speak at 2 Rotary Clubs in each planning area per year
 - Speak at 2 Chambers of Commerce in each planning area per year
 - Speak at 1 new organization per quarter
- Increase outreach database by 40 individuals or businesses per month
- Offer messaging delivery training to each community advisory committee
 - Committee Messaging Guides for BPAC, CAC, and PAPCO
- Participation in outreach activities by 20 Community Advisory committee members per quarter
- Increase Endorsements for Active Transportation campaign
- Increase Newsletter subscriptions by 50 targets per quarter

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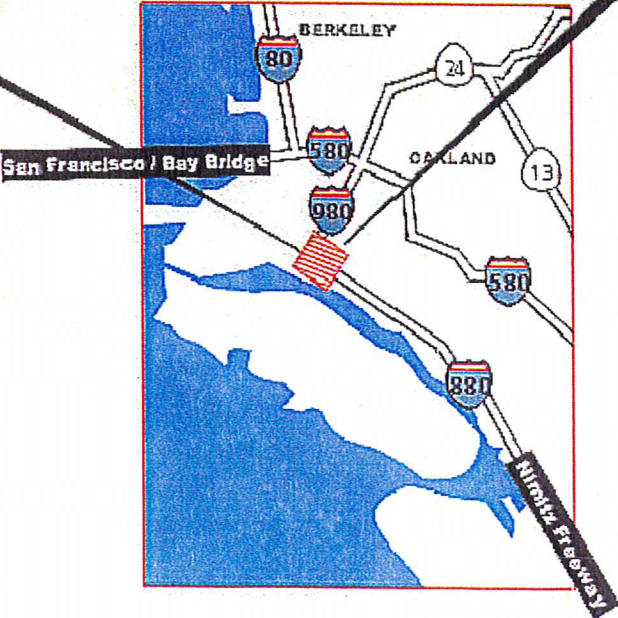
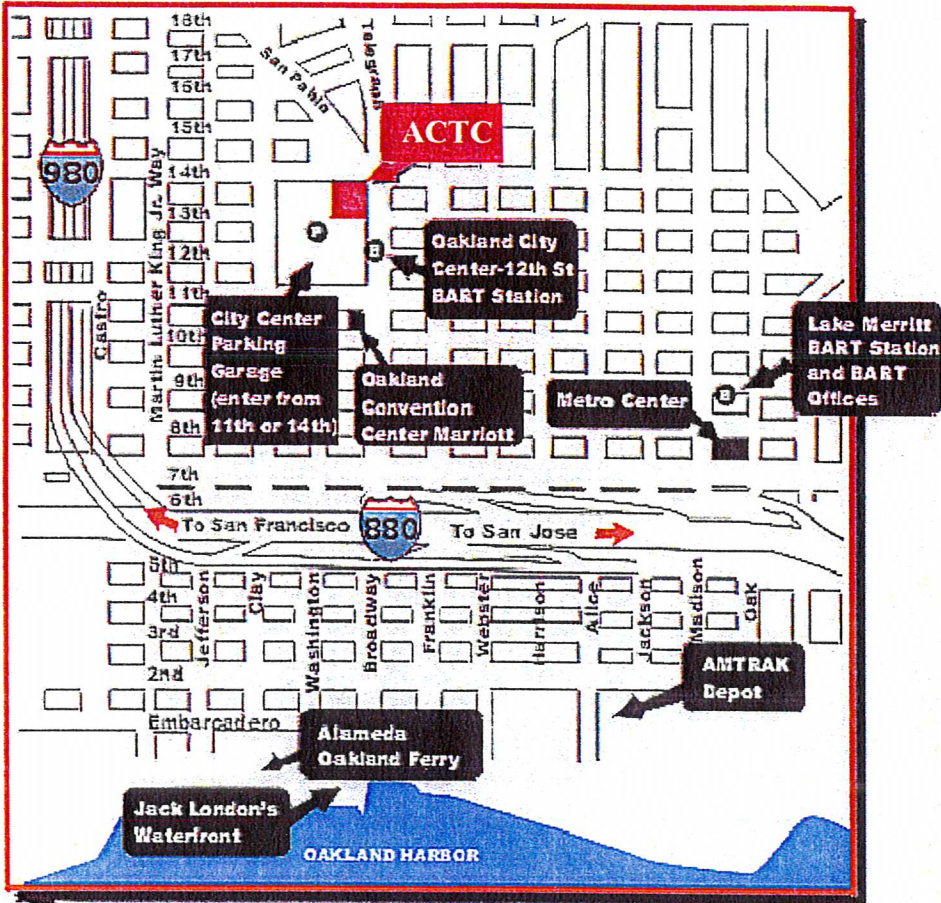
Meeting Date	Event Name	Sponsor Agency/ Organization	Meeting Location	City/ State	Outreach Type	Meeting Time	# Attend	Speaker	Meeting Status	Staffing
1-Oct-10	Disabled Students Residence Program Special Transp. Presentation	Disabled Students Residence Program of UC Berkeley	UC Berkeley Residence Halls	Berkeley	Special Transp	3:30-4:30 PM	10	KP/NA	Confirmed	KP/NA
4-Oct-10	Pedestrians Count! Data Modeling & Advocacy Workshop	California WALKS	David Brower Center, Berkeley, CA	Berkeley	Bike/Ped		200+	RW/KT	Confirmed	KT
6-Oct-10	Hayward/Union City Business Expo	Hayward Chamber of Commerce, Union City Chamber of Commerce	St. Rose Hospital, Hayward	Hayward	LBCE, General ACTIA	4:30 - 7:30 PM	500 +	KT	Confirmed	KT/?
14-Oct-10	Annual Urban Economic Conference	Black Economic Council	Oakland Marriott	Oakland	General / LBCE	8:00 AM - 5:00 PM	1000	KT	Confirmed	KT
19-Oct-10	City of Alameda Rotary Club Meeting	Rotary Club of Alameda	Grand Pavillion	Alameda	General	12:15 - 1:30	50	KT/TL	Confirmed	KT
21-Oct-10	North County Transportation Forum	ACTIA/CAC	ACTIA	Oakland	General	6:30 - 8:30 PM	75	KT	Confirmed	ACTIA
28-Oct-10	Halloween Senior Fair	American Golf Program for Senior Centers		Albany	Special Transp	10:00-12:00 PM		KP	Confirmed	KP
29-Oct-10	3rd Annual Health Fair	Catholic Charities of the East Bay		Oakland	Special Transp	9:00-2:00 PM		KP	Confirmed	KP
4-Nov-10	Oakland Housing Authority Resident Advisory Board Meeting	Oakland Housing Authority	935 Union St.	Oakland	General	5:00 - 8:00 PM	TBA	TBA	Confirmed (Rescheduled from 10/6)	KT
8-Nov-10	Oakland Mayor's Commission on Persons with Disabilities	Mayor's Commission on Persons with Disabilities	Oakland City Hall Conference Room 1	Oakland	General/ Special Transp	1:30 - 3:30 PM	10	KT	Confirmed	KT
18-Nov-10	20th Annual Convention	USOAC		Oakland	Special Transp	9:00-2:00 PM		KP/NA	Confirmed	KP/NA
18-Nov-10	CMAA Dinner Meeting	Construction Management Association of America	Woodfin Suites, Emeryville	Emeryville	General	5:30 - 8:00 PM	TBD	AD	Tentative	KT/AD

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ALAMEDA County Transportation Commission

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Public Transportation Access

BART: City/Center 12th Street Station

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

Auto Access

- Traveling South: Take 11th Street exit from I-980 to 11th Street
- Traveling North: Take 11th Street/Convention Center Exit from I-980 to 11th Street
- Parking: City Center Garage – Underground Parking, enter from 11th or 14th Street

Glossary of Acronyms

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

CAC Outreach Planning and Review

Quarterly Committee Assessment

BACKGROUND

The Citizens Advisory Committee (CAC) was created during the first authorization of Measure B in 1986, to serve as a liaison between the Authority and the general public. The CAC, along with Alameda CTC and partners, hosts Quarterly Transportation Forums throughout the County to help fulfill this charge. For each meeting and Transportation Forum, consider the questions below.

Come to each meeting prepared to discuss.

GOALS & OBJECTIVES

WHAT is the Purpose of CAC?

1. Serve as a liaison between Alameda CTC and the public
2. Engage members of the public around the following:
 - How Measure B sales tax dollars are being allocated, invested, and leveraged throughout Alameda County
 - What projects and programs have been provided to date
 - What benefits have been provided by Measure B and its implementation
 - Information about the four community advisory committees and their roles (CAC, CWC, PAPCO, BPAC)
 - Act as a conduit for public input
 - Ideas involving local transportation improvements and needs related to Measure B
 - Concerns around Measure B-funded projects and programs

WHO is it CAC should be trying to reach?

1. Alameda County residents, voters, and commuters
 - Parents with kids - especially school age
 - Senior citizens and related groups
 - People with disabilities and related groups

- Public transportation users
 - Drivers of all ages
 - Walkers and Bicyclists
2. Members of the Business Community and employees
 3. Community Stakeholder Groups and Organizations

WHEN should CAC members perform outreach?

1. Leading up to the Quarterly Transportation Forums, highlighting:
 - direct access to project and program sponsors
 - updates on local projects and programs
 - information for local small businesses about contracting opportunities

HOW should CAC be providing outreach?

1. **Enroll** new subscribers to ALAMEDA CTC's *e-newsletter*
2. **Coordinate** presentations to organizations and groups in your network
3. **Distribute:**
 - Transportation Forum flyers
 - CAC Business Cards
 - Newsletter hard copies
 - Access Alameda Guides (for Paratransit service information)
 - Wheelchair and Scooter Breakdown Transportation Service brochure
 - Annual Reports
4. **Talk** about Measure B to as many individuals and groups as possible; incorporate the CAC Outreach Speaking Points.
5. **Think** outside the box about outlets available to get information out and conversations started.

Considerations for Each Meeting

- How can CAC members improve outreach efforts?
- How much time should be invested in the outreach effort?
- What kind of information should we be gleaning from the community?
- How can members improve outreach effectiveness?

**CAC Calendar of Meetings and Activities
FY 2010/2011**

CAC meets quarterly on the third Thursday from 5:30 to 8:30 p.m.

General Meeting Agenda

- 5:30 – 6:30 p.m. – CAC Meeting
- 6:30 – 7:00 p.m. – Open House
- 7:00 – 8:30 p.m. – Formal Presentations on featured projects and questions & answers

Annual Calendar of Meetings

July 15, 2010 – CAC Meeting and South County Transportation Forum

Ruggieri Center, 33997 Alvarado-Niles Road, Union City, CA 94587

- BART Warm Springs Extension
- Union City Intermodal Station
- Newark Bicycle and Pedestrian Program
- Irvington Area Pedestrian Improvements
- Fremont Senior Mobility Programs
- I-680 Sunol Express Lanes
- Safe Routes to Schools
- Active Transportation
- Bicycle Safety Education Classes
- ACTIA Local Business Contract Equity Team

October 21, 2010 – CAC Meeting and North County Transportation Forum

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

- Alameda CTC Climate Change
- Bus Rapid Transit
- Mobility Management for Seniors and Disabled
- Alameda County Walking Campaign
- Oakland Airport Connector
- TOD Planning in Oakland

January 20, 2011 – CAC Meeting and Central County Transportation Forum

Hayward City Hall, 777 B Street, Hayward, CA 94541

- Introduction to Alameda CTC
- Safe Routes to Schools
- Lewelling/East Lewelling Widening
- San Leandro Senior Shuttle
- Washington Avenue Interchange
- Central County Grantee

April 21, 2011 – CAC Meeting and East County Transportation Forum

Dublin City Hall, 100 Civic Plaza, Dublin, CA 94566

- Route 84 Improvements
- I-580/I-680 Corridor Updates
- BART to Livermore
- Alamo Canal Trail
- Travel Choice (Bike/Ped grant)
- LAVTA Paratransit Grants

June 16, 2011 – CAC Organizational Meeting

ACTIA Offices, 1333 Broadway, Suite 300, Oakland, CA 94612

- Discuss CAC roles, responsibilities, and organization
- Approve CAC Bylaws
- Review and define CAC Calendar for FY 11/12
- Elect chair and vice-chair for FY 11/12

Alameda County Transportation Commission
Citizen Advisory Committee
 Roster and Attendance
 Fiscal Year 2010/2011

Meeting Date: October 21, 2010

	Title	Last Name	First Name	City	Appointed By	Term Began	Re-apptmt.	Term Expires	Mtgs Missed Since July '10*
1	Mr.	Ferrier, Chair	Barry	Union City	Mayor Mark Green, Union City	Jan-04	Jan-10	Jan-12	0
2	Ms.	Dorsey, Vice-Chair	Cynthia	Oakland	Supervisor Keith Carson, D-5	Feb-02	Mar-09	Mar-11	0
3	Ms.	Brown	Meredith	Oakland	Supervisor Nate Miley, D-4	Apr-07	Apr-09	Apr-11	1
4	Mr.	Castro	Norbert	San Leandro	Mayor Anthony Santos, San Leandro	Dec-07	Feb-10	Feb-12	1
5	Ms.	Chinn	Val	Hayward	Mayor Marshall Kamena, Livermore	Dec-99	Feb-10	Feb-12	0
6	Mr.	Collier	Joseph	San Leandro	Mayor Anthony Santos, San Leandro	Dec-09		Dec-11	1
7	Ms.	Duncan	Emily	Union City	Mayor Mark Green, Union City	Feb-10		Feb-12	0
8	Ms.	Hilliard	Frances	Oakland	Supervisor Alice Lai-Bitker, D-3	Jun-02	Feb-10	Feb-12	1
9	Mr.	Hilson	Joseph	Hayward	Mayor Marshall Kamena, Union City	Dec-06	Dec-08	Dec-10	1
10	Mr.	Jefferson	Alton	San Leandro	Supervisor Alice Lai-Bitker, D-3	Sep-08	Sep-10	Sep-12	1
11	Dr.	Jindal	Roop	Hayward	Supervisor Scott Haggerty, D-1	Oct-03	Mar-10	Mar-12	0
12	Mr.	Kastriotis	Dimitris	Sunol	Supervisor Gail Steele, D-2	Dec-07	Jan-10	Jan-12	1
13	Ms.	LePell	Audrey	Hayward	Supervisor Gail Steele, D-2	May-04	Jan-09	Jan-11	0
14	Ms.	Lorenzana-Campo	Pilar	Oakland	Councilmember Rebecca Kaplan	May-10		May-12	0
15	Mr.	Rose	Frank	Oakland	Supervisor Nate Miley, D-4	Sep-08		Sep-10	0
16	Ms.	Sample	Clara	Union City	Mayor Mark Green, Union City	Sep-10		Sep-12	0
16	Mr.	Sebastian	Nicholas	Emeryville	Mayor Beverly Johnson, Alameda	Sep-07	Sep-09	Sep-11	1
17	Mr.	Sedlak	Mike	Pleasanton	Mayor Jennifer Hosterman, Pleasanton	May-10		May-12	0
19	Ms.	Stocking	Gerarda	Livermore	Supervisor Scott Haggerty, D-1	Oct-03	Mar-10	Mar-12	1

Alameda County Transportation Commission
Citizen Advisory Committee
Roster and Attendance
Fiscal Year 2010/2011

Title	Last Name	First Name	City	Appointed By	Term Began	Re-apptmt.	Term Expires	Mtgs Missed Since July '10*
20	Ms. Walker	Brenda	Oakland	Supervisor Nate Miley, D-4	Oct-09		Oct-11	1
21	Mr. Washington	Ronald	Berkeley	Supervisor Keith Carson, D-5	Feb-02	Mar-09	Mar-11	1
22	Mr. White	Darren	San Leandro	Mayor Anthony Santos, San Leandro	Sep-08	Sep-10	Sep-12	1
23	Mr. Zukas	Hale	Berkeley	Supervisor Keith Carson, D-5	Feb-02	Mar-09	Mar-11	0
24	Vacancy			Mayor Beverly Johnson, Alameda				
25	Vacancy			Mayor Beverly Johnson, Alameda				
26	Vacancy			Mayor Jennifer Hosterman, Pleasanton				
27	Vacancy			Mayor Jennifer Hosterman, Pleasanton				
28	Vacancy			Mayor Marshall Kamena, Livermore				
29	Vacancy			Councilmember Rebecca Kaplan				
30	Vacancy			Councilmember Rebecca Kaplan				
31	Vacancy			Supervisor Alice Lai-Bitker, D-3				
32	Vacancy			Supervisor Gail Steele, D-2				
33	Vacancy			Supervisor Scott Haggerty, D-1				

