



Meeting Notice

1111 Broadway, Suite 800, Oakland, CA 94607 • 510.208.7400 • www.AlamedaCTC.org

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City of Oakland

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Councilmember Michael Gregory

City of Union City

Mayor Carol Dutra-Vernaci

Executive Director

Arthur L. Dao

Citizens Watchdog Committee

Monday, June 9, 2014, 6:30 p.m.

**1111 Broadway, Suite 800
Oakland, CA 94607**

Mission Statement

The mission of the Alameda County Transportation Commission (Alameda CTC) is to plan, fund, and deliver transportation programs and projects that expand access and improve mobility to foster a vibrant and livable Alameda County.

Public Comments

Public comments are limited to 3 minutes. Items not on the agenda are covered during the Public Comment section of the meeting, and items specific to an agenda item are covered during that agenda item discussion. If you wish to make a comment, fill out a speaker card, hand it to the clerk of the Commission, and wait until the chair calls your name. When you are summoned, come to the microphone and give your name and comment.

Recording of Public Meetings

The executive director or designee may designate one or more locations from which members of the public may broadcast, photograph, video record, or tape record open and public meetings without causing a distraction. If the Commission or any committee reasonably finds that noise, illumination, or obstruction of view related to these activities would persistently disrupt the proceedings, these activities must be discontinued or restricted as determined by the Commission or such committee (CA Government Code Sections 54953.5-54953.6).

Reminder

Please turn off your cell phones during the meeting. Please do not wear scented products so individuals with environmental sensitivities may attend the meeting.

Glossary of Acronyms

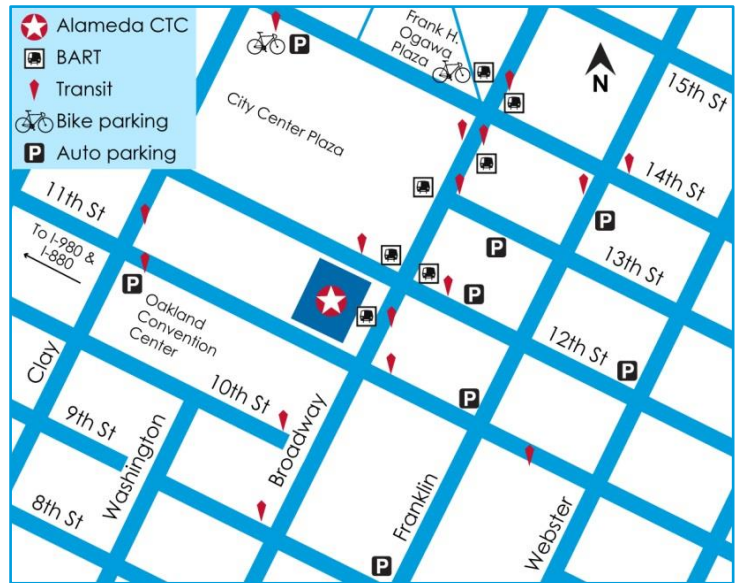
A glossary that includes frequently used acronyms is available on the Alameda CTC website at www.AlamedaCTC.org/app_pages/view/8081.

Location Map

Alameda CTC

1111 Broadway, Suite 800
Oakland, CA 94607

Alameda CTC is accessible by multiple transportation modes. The office is conveniently located near the 12th Street/City Center BART station and many AC Transit bus lines. Bicycle parking is available on the street and in the BART station as well as in electronic lockers at 14th Street and Broadway near Frank Ogawa Plaza (requires purchase of key card from bikelink.org).



Garage parking is located beneath City Center, accessible via entrances on 14th Street between 1300 Clay Street and 505 14th Street buildings, or via 11th Street just past Clay Street. To plan your trip to Alameda CTC visit www.511.org.

Accessibility

Public meetings at Alameda CTC are wheelchair accessible under the Americans with Disabilities Act. Guide and assistance dogs are welcome. Call 510-893-3347 (Voice) or 510-834-6754 (TTD) five days in advance to request a sign-language interpreter.



Meeting Schedule

The Alameda CTC meeting calendar lists all public meetings and is available at www.AlamedaCTC.org/events/upcoming/now.

Paperless Policy

On March 28, 2013, the Alameda CTC Commission approved the implementation of paperless meeting packet distribution. Hard copies are available by request only. Agendas and all accompanying staff reports are available electronically on the Alameda CTC website at www.AlamedaCTC.org/events/month/now.

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Citizens Watchdog Committee Meeting Agenda Monday, June 9, 2014, 6:30 p.m.

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Chair: James Paxson
Vice Chair: Harriette Saunders
Executive Director: Arthur L. Dao
Staff Liaisons: Tess Lengyel,
 Patricia Reavey
Public Meeting Coordinator: Angie Ayers

Page A/I

6:30 – 6:35 p.m. James Paxson	1. Welcome and Call to Order		
6:35 – 6:40 p.m. Public	2. Public Comment		
6:40 – 6:45 p.m. James Paxson	3. CWC Meeting Minutes		
	3.1. Approval of March 10, 2014 Meeting Minutes	1	A
	3.2. Review of March 10, 2014 Annual Report Outreach Objectives Committee Minutes	7	I
6:45 – 6:55 p.m. CWC Members	4. Organizational Meeting		
	4.1. Approval of CWC Bylaws	9	A
	4.2. Approval of Agenda/Calendar for FY14-15	19	A
	4.3. Election of Officers for FY14-15 (Verbal)		A
6:55 – 7:15 p.m. CWC Members Staff	5. Draft CWC Annual Report		
	5.1. Review of Draft CWC Annual Report	21	I
	5.2. Discussion of Publication Methods and Costs	29	I
	5.3. List of Organizations in Constant Contact	69	I
	5.4. Alameda CTC Public Outreach Calendar	99	I
7:15 – 7:25 p.m. CWC Members	6. Establishment of CWC Audit Subcommittee, Confirmation of Meeting Availability with Auditor Between June 16 and June 27, and Discussion of Areas of Interest (Verbal)		A

7:25 – 7:30 p.m. CWC Members	<p>7. Projects and Programs Watchlist (sign up for projects and programs) – handout at meeting</p> <p>8. Responses to CWC Requests for Information <i>The CWC members did not request any additional information.</i></p>	I
7:30 – 7:40 p.m. CWC Members	<p>9. CWC Member Reports/Issues Identification</p> <p>9.1. CWC Issues Identification Process and Form</p> <p>9.2. Issues Discussion (Verbal)</p>	105 A/I I
7:40 – 8:30 p.m. Staff	<p>10. Staff Reports/Board Actions (Verbal)</p> <p>10.1. Draft Compliance Summary and Audit Report Review</p> <p>10.2. Final FY2013-14 Budget Update</p> <p>10.3. Alameda CTC FY2013-14 Third Quarter Investment Report</p> <p>10.4. Draft Proposed Budget for FY2014-15</p> <p>10.5. Final Strategic Plan Review</p> <p>10.6. CWC Roster</p> <p>10.7. Alameda CTC Commission Action Items</p>	109 I 157 I 159 I 175 I 185 I 191 I 193 I
8:30 p.m. James Paxson	11. Adjournment	

Next Meeting: July 14, 2014

All items on the agenda are subject to action and/or change by the committee.



Citizens Watchdog Committee Meeting Minutes Monday, March 10, 2014, 6:30 p.m.

3.1

1111 Broadway, Suite 800, Oakland, CA 94607 • 510.208.7400 • www.AlamedaCTC.org

1. **CWC Annual Report Outreach Objectives**

See attachment 3.0 for the meeting minutes for this agenda item.

2. **Welcome and Call to Order**

CWC Chair James Paxson called the meeting to order at 6:30 p.m. The meeting began with introductions, and the chair confirmed a quorum. All CWC members were present, except the following: Arthur Geen, Sandra Hamlat, William Klinke, Brian Lester, and Harriette Saunders.

3. **Public Comment:** Ken Bukowski with Emeryville Property Owners Association informed the committee that he would video record the meeting and place the video on YouTube.

4. **Approval of January 13, 2014 Minutes**

Jim Haussener moved to approve the minutes as written. JoAnn Lew seconded the motion. The motion passed 7-0 with one abstention, Hale Zukas.

5. **Program Compliance Summary Report to CWC**

Matt Todd gave an update on the Direct Local Program Distribution Fund Compliance Summary Report review. He explained that Alameda CTC staff and CWC members submitted comments on jurisdictions' and agencies' financial audits and Program Compliance Reports for fiscal year 2012-2013 (FY12-13). Staff submitted the comments to the agencies, and the responses to the comments from the agencies are in Attachment 5B.

Matt noted that the CWC will receive the final Compliance Summary Report in June, and can use some of the information in the CWC's annual report to the public. He informed the committee that all responses are also on the website, and the committee has until March 28th to provide additional feedback.

Overall, the CWC agreed that reviewing the spreadsheets and the analysis that staff provided was an excellent improvement over prior years. The manner in which staff laid out the information helped with the review and evaluation process. James Paxson stated that this is the first year of having enough data to analyze the output from the new Master Programs Funding Agreement (MPFA) process, and there are opportunities for CWC members to provide constructive feedback to staff.

James recommended forming an ad hoc committee of interested participants to provide input to staff on the review process and to follow up on the below items before the next reporting cycle:

- a. To facilitate reporting that's easy to follow, if an agency makes a large change from one year to the next or submits additional information, how will Alameda CTC track those items?

- b. In terms of general reporting, as evaluating the rolling reserves becomes more complicated, the committee wants to make sure that the reporting structure is easy to follow.
- c. CWC members would like to assist in standardizing the reporting of the audited financial reports from the agencies.

Jim Haussener moved to establish a Compliance Reporting Ad Hoc Committee to discuss and provide input on the new process of tracking/analyzing the data provided by the jurisdictions and agencies. Cynthia Dorsey seconded the motion. The motion passed unanimously (8-0).

The following members volunteered for the Compliance Reporting Ad Hoc committee, which will meet in the July/August timeframe:

- James Paxson
- Steve Jones
- Jim Haussener
- Deborah Taylor

6. Establishment of CWC Annual Report Subcommittee

The following committee members volunteered for the Annual Report Subcommittee:

- James Paxson
- Deborah Taylor
- Mike Dubinsky
- Hale Zukas
- Jim Haussener

James stated that staff will contact the subcommittee members with a meeting date. He requested that CWC members submit any new ideas for the annual report via email to him and Tess Lengyel.

Mike Dubinsky summarized the discussion from the Annual Report Outreach Subcommittee as follows:

- a. The subcommittee concluded that the residents of Alameda County represent the public and that is the target audience for annual report outreach.
- b. CWC members should do what they can to facilitate dissemination of the annual report to the public.
- c. It's fair for the CWC members to accept the responsibility and their role in the public outreach task.
- d. The CWC will continue to identify people to send the annual report to and reach out to community-based businesses and other organizations.

James Paxson requested the committee review the notes from the CWC Annual Report Outreach Subcommittee meeting that will be included in the June packet. He stated that the committee will look at the topic of public outreach in more detail. He requested members read the notes and determine any additional steps.

7. Responses to CWC Requests for Information

7.1. CWC Annual Report E-blast Outreach Data and Cost Estimates for Ad Placements AC Transit and BART

Tess Lengyel summarized the effectiveness of e-blasts about the CWC Annual Report to e-blasts on other agency topics. She also provided the committee with the cost estimates from AC Transit and BART for on-board ad placements. Tess requested the committee review items 7.1A and 7.1B for various statistics. Regarding placing ads for the annual report on AC Transit and BART, Attachment 7.1C provides cost estimates for recommended quantities at standard rates. Tess noted that per

Alameda CTC's MPFA with AC Transit, the agency will place ad cards above the windows along the length of the bus at no cost, as AC Transit agrees to provide partners with a limited number of ad cards to benefit the community. She stated that Alameda CTC is exploring updating the ad cards and possibly changing the ad.

The committee inquired if the annual report can be placed in turnstiles for AC Transit and BART. Staff responded that in the past the articles in BART turnstiles are reserved for BART only. A member suggested writing an article for the BART newsletter. James Paxson stated that the CWC Annual Report Subcommittee will discuss the information and comments on this agenda item at its meeting.

7.2. Projects and Programs Watch List Update

Tess Lengyel reviewed the projects and programs watch list process and mentioned that the CWC members will sign up in June to watch projects and programs. She informed the committee that the watch list is an opportunity for members to watch projects and programs of interest to them. A member inquired if questions are allowed at project meetings. Staff assured the committee that questions are allowed, and attendees can identify themselves as CWC members, but not as representing the CWC. The committee requested that staff advise agencies to only inform members of Measure B projects covered at the meetings.

8. CWC Member Reports/Issues Identification (Verbal)

8.1. CWC Issues Identification Process and Form

There were no issues identified. Tess Lengyel answered inquiries regarding committee vacancies. She stated that every quarter, staff creates letters to send to appointers to ensure each committee has as many members as possible. The letters list the vacancies and whose members' terms are expiring and need reappointment on the committee. Tess noted that at every Commission meeting James Paxson announces the vacancies.

Tess also answered inquiries regarding the 2014 Transportation Expenditure Plan (Plan). She mentioned the 2014 Plan specifies an oversight committee, an Independent Watchdog Committee (IWC), which has the same structure as the CWC. If the measure passes in 2014, the agency will have the CWC and the IWC.

James Paxson informed the committee that the Commission has approved the Plan, and it must be ratified by a majority of the cities in Alameda County, representing a majority of the population. He suggested committee members attend a city council meeting to learn more. Tess mentioned that Alameda CTC has a 2014 Plan webpage that contains fact sheets for every city and a calendar of city council presentations during which Alameda CTC will seek Plan approval.

9.1. FY13-14 ACTIA Mid-Year Budget Update

Patricia Reavey gave an update on the Alameda CTC mid-year budget for FY 13-14. She mentioned that the proposed budget update contains revenue of \$381.6 million, of which \$120 million is from sales tax revenues and \$157.5 million is from bond proceeds. The proposed budget update also includes an update to the audited FY12-13 year-end fund balances which were rolled forward by fund into FY2013-14 of \$219.2 million. Total expenditures in the proposed budget update are \$325.8 million for a consolidated ending fund balance of \$275.0 million. The net increase in fund balance in the updated budget is \$182.0 million which is mostly related to the

inclusion of bond proceeds for bonds issued to support the Measure B capital program. Patricia stated that the Finance and Administration Committee approved the mid-year budget update for FY 13-14.

9.2. Alameda CTC FY2013-14 Second Quarter Investment Report

Patricia Reavey reviewed the Alameda CTC FY 13-14 Second Quarter Investment Report with the committee pointing out total cash and investments of \$225.7 million as of December 31, 2013 and an approximate return on investment of 0.34% year-to-date. Patricia stated that the Finance and Administration Committee approved the Second Quarter Investment Report for FY 13-14.

9.3. Debt Issuance for the 2000 Measure B Capital Program

Patricia said that the Commission approved the original debt-issuance structure. She stated that the projects with the largest draw on Measure B capital project funds are the BART Warm Springs Extension, the BART Oakland Airport Connector, the Route 84 Expressway, and the I-580 Corridor Improvements projects, which together account for most of the debt financing need. The goal for the debt issuance was to ensure that Measure B capital projects will continue to be funded in the short term with the ability and cash flow to pay debt service over the life of the debt. Patricia stated that getting approval of the debt issuance in a timely manner allowed Alameda CTC to take advantage of the low interest rate environment. Bonds were issued at a 1.578 percent total all-in issuance cost. Alameda CTC bond issuance statistics are as follows:

- The bonds sold at varying coupon rates from 3 percent to 5 percent, with an average rate of 4.293 percent.
- The maximum annual debt service coverage is 4.57 times based on FY2013 sales tax revenues.
- The \$137,145,000 in par value bonds sold at a premium for total bond proceeds of \$157,480,856.
- The closing date for the debt issuance was March 4, 2014, with a final maturity of March 1, 2022, the same month that Measure B sales tax expires.
- The total all-in interest cost was 1.578 percent.

9.4. Results of Solicitation of Ratings for Debt Issuance

Patricia Reavey stated that Alameda CTC is the first and only self-help county in the State of California with a sales tax revenue bond rating of AAA from both Fitch Ratings and Standard and Poor's Ratings Services.

9.5. CWC Calendar FY 13-14

Deborah Taylor requested a presentation on the Oakland Airport Connector project. Staff stated that members will be invited to the ribbon-cutting ceremony and in January Alameda CTC gave a full update on projects

9.6. CWC Roster

James Paxson stated that the committee roster is in the agenda packet for review purposes.

9.7. Alameda CTC Commission Action Items

Staff stated that the Alameda CTC Commission action items are listed in the agenda packet.

9. Adjournment

The meeting adjourned at 9 p.m. The next meeting is scheduled for June 9, 2014 at Alameda CTC offices.

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Citizens Watchdog Committee
Annual Report Outreach Objectives
Subcommittee Meeting Minutes
Monday, March 10, 2014, 5:30 p.m.

3.2

1111 Broadway, Suite 800, Oakland, CA 94607

• 510.208.7400

• www.AlamedaCTC.org

1. CWC Annual Report Outreach Objectives

At the January 13, 2014 Citizens Watchdog Committee (CWC) meeting, committee members established a subcommittee to discuss the proposed outreach objectives for the CWC Annual Report. All members that volunteered for the subcommittee were present for the discussion, except the following: Harriette Saunders.

The CWC Annual Report Outreach Subcommittee members discussed the questions submitted in the proposed outreach objectives on page 1 of the agenda packet. The responses to these questions during the discussion are as follows:

- a) Does the CWC need a public outreach "mission" type statement? Or in the view of the subcommittee, is the role of the CWC clearly stated in Measure B?

The subcommittee stated that it's not critical to have a public outreach mission statement.

- b) Notwithstanding the Measure B public outreach expectation, what do the subcommittee members see as the public outreach responsibility?

The subcommittee determined that CWC members' responsibility is to ensure the residents of Alameda County are aware of the annual report and inform the residents of the presence of Alameda CTC and the work that the CWC is charged with overseeing. Members discussed reaching out to the constituents within the jurisdictions and organizations that appointed the CWC members. For example, reaching out to Bike East Bay (formerly known as East Bay Bicycle Coalition) would involve going to all groups in the organization.

- c) Does there need to be some form of measurement applied to the public outreach?

The subcommittee discussed if the report measures and reports the benefits of completed projects to the communities in Alameda County. As part of that discussion, a suggestion was made to dedicate pages of the annual report to bikes, paratransit, and/or the Safe Routes to Schools Program to generate community interest on various topics.

James Paxson noted that it's not in the committee's purview to establish the value of projects/programs and judge them; however, it is possible to raise the question of how Alameda County residents and businesses get value for the dollars spent on transportation projects/programs. The committee could raise the issue and make sure Alameda CTC generates a valuable outcome.

Staff noted that the Paratransit Advisory and Planning Committee looks at services, performs evaluations, and reports the results often, and that information does not come to the CWC. The agency also monitors the level of service of freeways and roads and, again, that information does not come to the CWC.

- d) If the CWC agrees to need a measurement, what should be the CWC's responsibility in terms of conducting the measurement and interpreting the outcome(s) of the measurement?

Discussion took place on continuing to identify people to send the report to and developing a communications strategy to stimulate the interest of businesses and organizations in the Constant Contact database. It was noted that if the CWC can build a relationship with the businesses and community organizations in the database prior to the annual report distribution, it will give credence to the public. Through their discussions, participants suggested quarterly communications with Constant Contact participants to build the relationship.

- e) Who or what represents the "public at large" to the CWC? For example, is it the citizens of Alameda County? Citizens of the Bay Area Region? Or something different?

The members reiterated that Alameda County residents are the audience of the annual report. Different types of communities exist, and the CWC must reach out to all residents in the most effective way.

- f) In terms of outreach, is it the CWC's task to ensure the public knows about the presence of the report? The presence of Alameda CTC? The presence of the Measure B-funded programs and projects? Or something else?

The responsibility of the committee is to facilitate dissemination of the report and to accept its role in the public outreach task.



Memorandum

4.1

1111 Broadway, Suite 800, Oakland, CA 94607 • PH: (510) 208-7400 • www.AlamedaCTC.org

DATE: June 2, 2014

SUBJECT: Citizens Watchdog Committee (CWC) Bylaws

RECOMMENDATION: Review and approve the CWC Bylaws for fiscal year 2014-2015.

Summary

Typically, the CWC reviews its bylaws at its organizational meeting, usually the last meeting of the fiscal year. This review process allows both staff and the CWC to update the bylaws each year to reflect current practices and conditions, or to improve the committee functioning. This year's review is a standard yearly review.

Background

Alameda CTC staff reviewed the bylaws to maintain consistency between three advisory committees. The CWC reviewed its bylaws during last year's review process, and there were no changes to the bylaws.

This year, staff suggests the proposed amendments to the CWC Bylaws:

- Section 1.7 – Remove the "Citizens Advisory Committee (CAC)" section.
- Section 1.17 – Update "Technical Advisory Committee" to read "Paratransit Technical Advisory Committee."
- Section 3.12 – Change "East Bay Bicycle Coalition" to read "Bike East Bay, formerly known as East Bay Bicycle Coalition."
- Section 5.9 – Add a new section, "Meeting Conduct."

All community advisory committees are reviewing their bylaws in their respective organizational meetings, and Alameda CTC will compare the comments received and standardize the bylaws.

Fiscal Impact: There is no fiscal impact.

Attachments

- A. Updated CWC Bylaws

Staff Contact

[Tess Lengyel](#), Deputy Director of Planning and Policy

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Citizens Watchdog Committee Bylaws

Article 1: Definitions

1.1 Alameda County Transportation Commission (Alameda CTC). Alameda CTC is a joint powers authority resulting from the merger of the Alameda County Congestion Management Agency ("ACCMA") and the Alameda County Transportation Improvement Authority ("ACTIA"). The 22-member Alameda CTC Commission ("Commission") is comprised of the following representatives:

1.1.1 All five Alameda County Supervisors.

1.1.2 Two City of Oakland representatives.

1.1.3 One representative from each of the other 13 cities in Alameda County.

1.1.4 A representative from Alameda-Contra Costa Transit District ("AC Transit").

1.1.5 A representative from San Francisco Bay Area Rapid Transit District ("BART").

1.2 Alameda County Transportation Improvement Authority (ACTIA). The governmental agency previously responsible for the implementation of the Measure B half-cent transportation sales tax in Alameda County, as approved by voters in 2000 and implemented in 2002. Alameda CTC has now assumed responsibility for the sales tax.

1.3 Appointing Party. A person or group designated to appoint committee members.

1.4 At-Large Member. One of the 10 CWC members representing supervisorial districts as described in Section 3.1.1 below.

1.5 Bicycle and Pedestrian Advisory Committee (BPAC). The Alameda CTC Committee that reviews all competitive applications submitted to Alameda CTC for the Bicycle and Pedestrian Safety funds, along with the development and updating of the Alameda Countywide Pedestrian and Bicycle Plans. Serving as the countywide BPAC, the Committee also provides input on countywide educational and promotional programs, and other projects of countywide significance.

1.6 Brown Act. California's open meeting law, the Ralph M. Brown Act, California Government Code, Sections 54950 *et seq.*

~~**1.7 Citizens Advisory Committee (CAC).** The Alameda CTC Committee that serves as a liaison group between the Alameda CTC and the members' respective communities.~~

~~Appointed by the ACTIA Board or the Commission, the CAC keeps the Commission informed of the progress of Measure B programs and projects, and discusses and brings local community transportation concerns to the Commission, as well as provides feedback to members' respective communities.~~

1.78 Citizens Watchdog Committee (CWC or "Committee"). The Alameda CTC Committee of individuals created by the ACTIA Board, as required by Measure B, with the assistance of the League of Women Voters and other citizens groups, and continued by the Commission. The Committee reports directly to the public and is charged with reviewing all expenditures of the agency. Citizens Watchdog Committee members are private citizens who are not elected officials at any level of government, nor individuals in a position to benefit in any way from the sales tax.

1.89 Expenditure Plan. The plan for expending Transportation sales tax (Measure B) funds, presented to the voters in 2000, and implemented in 2002.

1.910 Executive Director. The chief executive staff member of Alameda CTC who reports directly to the Commission.

1.101 Fiscal Year. July 1 through June 30.

1.112 Measure B. The measure approved by the voters authorizing the half-cent sales tax for transportation services now collected and administered by the Alameda CTC and governed by the Expenditure Plan. The sales tax authorized by Measure B began on April 1, 2002 and extends through March 31, 2022.

1.123 Measure B Program. Transportation or transportation-related program specified in the Expenditure Plan for funding on a percentage-of-revenues basis or grant allocation.

1.134 Measure B Project. Transportation and transportation-related capital projects specified in the Expenditure Plan for funding in the amounts allocated in the Expenditure Plan.

1.145 Organizational Meeting. The annual regular meeting of the CWC in preparation for the next fiscal year's activities.

1.156 Organizational Member. One of the seven CWC members representing organizations as described in Section 3.1.2 below.

1.167 Paratransit Advisory and Planning Committee (PAPCO). The Alameda CTC Committee that meets to address funding, planning, and coordination issues regarding paratransit services in Alameda County. Members must be an Alameda County resident and an eligible user of any transportation service available to seniors and people with disabilities in Alameda County. PAPCO is supported by a [Paratransit](#) Technical Advisory Committee comprised of Measure B-funded paratransit providers in Alameda County.

1.178 Planning Area. Geographic groupings of cities and of Alameda County for planning and funding purposes. North County: Alameda, Albany, Berkeley, Emeryville, Oakland, Piedmont; Central County: Hayward, San Leandro, unincorporated county (near Hayward); South County: Fremont, Newark, Union City; East County: Dublin, Livermore, Pleasanton, the unincorporated area of Sunol.

Article 2: Purpose and Responsibilities

2.1 Committee Purpose. The Committee is appointed pursuant to Measure B to review all expenditures of the Measure B half-cent transportation sales tax measure and to report directly to the public.

2.2 Committee Roles and Responsibilities from Expenditure Plan. As defined by the Measure B Expenditure Plan, the roles and responsibilities of the Committee are to:

2.2.1 Hold public hearings and issue reports, on at least an annual basis, to inform Alameda County residents how the funds raised by the Measure B Tax are being spent.

2.2.2 Have full access to the Agency's independent auditor and will have authority to request and review specific information and to comment on the auditor's reports.

2.2.3 Publish an annual report and any comments concerning the audit report in local newspapers and to make copies of the report available to the public at large.

2.3 Additional Responsibilities. Additional CWC member responsibilities are to:

2.3.1 Communicate from time to time to the Alameda CTC by resolution suggestions and concerns pertinent to the administration and expenditure of Measure B funds.

2.3.2 Communicate as necessary to recommend that an appointing party appoint a new member when there is a vacancy or upcoming end of term.

Article 3: Members

3.1 Number of Members. The CWC will consist of 17 members.

3.1.1 Ten members shall be at-large, two each representing the five supervisorial districts in Alameda County, one of the two nominated by a member of the Board of Supervisors and one of the two selected by the Alameda County Mayors' Conference.

3.1.2 Seven of the members shall be nominated by the seven organizations specified in the Expenditure Plan: Alameda County Economic Development Alliance for Business, Alameda County Labor Council, Alameda County Taxpayers' Association, Alameda County Paratransit Advisory and Planning Committee, [Bike East Bay, formerly known as East Bay Bicycle Coalition](#); League of Women Voters, and Sierra Club.

3.2 Appointment. The Commission will make appointments in the following manner:

3.2.1 Each member of the Alameda County Board of Supervisors shall select one At-Large Member to represent his or her supervisorial district.

3.2.2 The Alameda County Mayors' Conference shall select one At-Large Member to represent each of the five supervisorial districts.

3.2.3 Each organization listed in Section 3.1.2 above shall, subject to approval by the Commission, select one organizational member.

3.3 Membership Qualification. Each CWC member shall be an Alameda County resident. A CWC member shall not be an elected official at any level of government; or be a public employee of any agency that oversees or benefits from the proceeds of the Measure B Tax; or have any economic interest in any project or program.

3.4 Membership Term. Appointments shall be for two-year terms. There is no maximum number of terms a member may serve. Members shall serve until the Commission appoints their successors.

3.5 Attendance. Members will actively support committee activities and regularly attend meetings. Accordingly, more than three absences during a fiscal year may be cause for removal from the Committee. However, a member removed from the Committee may be reappointed by an appointing party.

3.6 Termination. A member's term shall terminate on the occurrence of any of the following:

3.6.1 The member voluntarily resigns by written notice to the chair or Alameda CTC staff.

3.6.2 The member fails to continue to meet the qualifications for membership, including attendance requirements.

3.6.3 The member becomes incapable of continuing to serve.

3.6.4 The appointing party or the Commission removes the member from the Committee.

3.7 Vacancies. An appointing party shall have the right to appoint (subject to approval by the Commission) a person to fill the vacant member position. Alameda CTC shall be responsible for notifying an appointing party of such vacancy and for urging expeditious appointment of a new member, as appropriate.

Article 4: Officers

4.1 Officers. The CWC shall annually elect a chair and vice chair. Each officer must be a duly appointed member of the CWC.

4.1.1 Duties. The chair shall preside at all meetings and will represent the CWC before the Commission to report on CWC activities. The chair shall serve as an ex-officio member of all subcommittees except a nominating subcommittee (when the CWC discusses the chair position). The vice chair shall assume all duties of the chair in the absence of, or on the request of the chair.

4.2 Office Elections. Officers shall be elected by the members annually at the Organizational Meeting or as necessary to fill a vacancy. An individual receiving a majority of votes by a quorum shall be deemed to have been elected and will assume office at the meeting following the election. In the event of multiple nominations, the vote shall be by ballot. Officers shall be eligible for re-election indefinitely.

Article 5: Meetings

5.1 Open and Public Meetings. All CWC meetings shall be open and public and governed by the Brown Act. Public comment shall be allowed at all CWC meetings. The time allotted for comments by a member of the public in the general public comment period or on any agenda item shall be at the discretion of the chair.

5.2 Regular Meetings. The CWC shall have a regular meeting at least once per quarter. Prior to each Organizational Meeting, the outgoing chair shall cause all members to be canvassed as to their available meeting times and shall recommend the day and time that best accommodates the schedules of all members, giving due regard to accommodating the schedule of any continuing member who has missed meetings due to a conflict in the prior year. Annually, at the Organizational Meeting, CWC shall establish the schedule of regular meetings for the ensuing year. Meeting dates and times may be changed and additional regular meetings scheduled during the year by action of CWC.

5.3 Quorum. For purposes of decision making, a quorum shall consist of at least half (50 percent) plus one of the total number of members appointed at the time a decision is made. Members will not take actions at meetings with less than 50 percent plus one member present. Items may be discussed and information may be distributed on any item even if a quorum is not present.

5.4 Special Meetings. Special meetings may be called by the chair or by a majority of the members requesting the same in writing given to the chair, with copies to the vice chair and the Executive Director, specifying the matters to be considered at the special meeting. The chair or vice chair shall cause notice of a special meeting stating the matters to be considered to be given to all CWC members and posted and published in accordance with the Brown Act.

5.5 Public Hearing. At least annually, prior to publication of CWC's annual report, CWC shall conduct a public hearing on a draft of the CWC annual report. Each public hearing shall be conducted as part of a regular meeting.

5.6 Agenda. All meetings shall have a published agenda. Action may be taken only on items indicated on the agenda as action items. Items for a regular meeting agenda may be submitted by any member to the chair and Alameda CTC staff. The Commission and/or

Alameda CTC staff may also submit items for the agenda. Agenda planning meetings are held three weeks prior to each CWC meeting. Alameda CTC staff will notify all CWC members when this meeting is established and remind members to submit any agenda item requests to the chair one day prior to the agenda planning meeting date. At the agenda planning meeting, the chair and Alameda CTC staff will discuss any agenda items submitted to the chair. Every agenda shall include provision for members of the public to address the Committee. The chair and the vice chair shall review the agenda in advance of distribution. Copies of the agenda, with supporting material and the past meeting minutes, shall be mailed to members and any other interested parties who request it. The agenda shall be posted on the Alameda CTC website and office and provided at the meeting, all in accordance with the Brown Act.

5.7 Roberts Rules of Order. The rules contained in the latest edition of "Roberts Rules of Order Newly Revised" shall govern the proceedings of the CWC and any subcommittees thereof to the extent that the person presiding over the proceeding determines that such formality is required to maintain order and make process, and to the extent that these actions are consistent with these bylaws.

5.8 Place of Meetings. CWC meetings shall be held at the Alameda CTC offices, unless otherwise designated by the Committee. Meeting locations shall be within Alameda County, accessible in compliance with the Americans with Disabilities Act of 1990 (41 U.S.C., Section 12132) or regulations promulgated there under, shall be accessible by public transportation, and shall not be in any facility that prohibits the admittance of any person, or persons, on the base of race, religious creed, color, national origin, ancestry, or sex, or where members of the public may not be present without making a payment or purchase.

5.9 Meeting Conduct. CWC members shall conduct themselves during meetings in a manner that encourages respectful behavior and provides a welcoming and safe environment for each member and staff member characterized by an atmosphere of mutual trust and respect. Members shall work with each other and staff to respectfully, fairly, and courteously deal with conflicts if they arise.

Article 6: Subcommittees

6.1 Establishment. The CWC may establish subcommittees when and as necessary or advisable to make nominations for office of the CWC, to develop and propose policy on a particular issue, to conduct an investigation, to draft a report or other document, or for any other purpose within the authority of the CWC.

6.2 Membership. CWC members will be appointed to subcommittees by the CWC or by the chair. No subcommittee shall have fewer than three members, nor will a subcommittee have sufficient members to constitute a quorum of the CWC.

Article 7: Records and Notices

7.1 Minutes. Minutes of all meetings, including actions and the time and place of holding each meeting, shall be kept on file at the Alameda CTC office. Alameda CTC staff will

prepare draft minutes for each meeting and distribute them for informational purposes only within 21 days of the CWC meeting and will include full minutes in meeting packets prior to each regular CWC meeting.

7.2 Attendance Roster. A member roster and a record of member attendance shall be kept on file at the Alameda CTC office.

7.3 Brown Act. All meetings of the CWC will comply with the requirements of the Brown Act. Notice of meetings and agendas will be given to all members and any member of the public requesting such notice in writing and shall be posted at the Alameda CTC office at least 72 hours prior to each meeting. Members of the public may address the CWC on any matter not on the agenda and on each matter listed on the agenda, pursuant to procedures set by the chair and/or committee.

7.4 Meeting Notices. Meeting notices shall be in writing and shall be issued via U.S. Postal Service, personal delivery, and/or email. Any other notice required or permitted to be given under these bylaws may be given by any of these means.

Article 8: General Matters

8.1 Per Diems. Committee members shall be entitled to a per diem stipend for meetings attended in amounts and in accordance with policies established by the Alameda CTC.

8.2 Conflicts of Interest. A conflict of interest exists when any Committee member has, or represents, a financial interest in the matter before the Committee. Such direct interest must be significant or personal. In the event of a conflict of interest, the Committee member shall declare the conflict, recuse him or herself from the discussion, and shall not vote on that item. Failure to comply with these provisions shall be grounds for removal from the Committee.

8.3 Amendments to Bylaws. These bylaws will be reviewed annually, and may be amended, repealed, or altered, in whole or in part, by a vote taken at a duly-constituted Committee meeting at which a quorum is present.

8.4 Public Statements. No member of the Committee may make public statements on behalf of the Committee without authorization by affirmative vote of the Committee, except the chair, or in his or her place the vice chair, when making a regular report of the Committee activities and concerns to the Alameda CTC. This does not include presentations about the Committee to city councils, which all Committee members have a responsibility to make.

8.5 Conflict with Governing Documents. In the event of any conflict between these bylaws and the July 2000 Alameda County Transportation Expenditure Plan, California state law, or any action lawfully taken by ACTIA or the Alameda CTC, the Expenditure Plan, state law or the lawful action of ACTIA or the Alameda CTC shall prevail.

8.6 Staffing. Alameda CTC will provide all staffing to the Committee including preparation and distribution of meeting agendas, packets, and minutes; preparation of reports to the Alameda CTC Committees and Commission; tracking of attendance; and stipend administration.

8.7 Financial Interest. Each Committee member shall in a timely manner prepare and file with Alameda CTC a statement of financial interest in the form required by law.

Fiscal Year 2014-2015 Calendar of CWC Meetings and Activities

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

July 14, 2014 CWC Meeting

- Public Hearing on CWC Annual Report
- Address Public Comments
- Finalize Annual Report and Publications
- CWC Watch List for FY 2014-2015 (send letter to Jurisdictions reminding them of keeping CWC informed on projects/programs)

September 2014

- Email CWC members the FY2013-14 Year End Investment Report the same day it goes to the Finance and Administration Committee (FAC)

October 2014

- CWC Post-Audit Subcommittee Meeting

October 27, 2014 CWC Meeting (formerly held in November)

- FY2013-14 Comprehensive Audited Financial Report
- FY2013-14 Year End Investment Report
- CWC Annual Report Outreach Summary and Publication Costs Update
- Update on Program Compliance Workshop
- Update on FY2013-14 Local Business Contract Equity and Contract Utilization Reports
- Quarterly Alameda CTC Commission Action Items

November 2014

- Email CWC members the FY2014-15 First Quarter Investment Report the same day it goes to the Finance and Administration Committee (FAC)

January 12, 2015 CWC Meeting

- Measure B Audit and Compliance Reports – Forwarded to CWC without Staff Analysis
- Measure B Projects and Programs Overview/Update
- CWC Annual Report Outreach Summary and Cost Benefit Analysis
- Quarterly Alameda CTC Commission Action Items
- FY2014-15 First Quarter Investment Report
- FY2015-16 Administrative Support Professional Services Contracts Plan

February 2015

- Email to CWC members the FY2014-15 Second Quarter Investment Report the same day it goes to the FAC

Note: Quarterly investment reports are sent via email to all CWC members as soon as they are available

Fiscal Year 2014-2015 Calendar of CWC Meetings and Activities

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

March 9, 2015 CWC Meeting

- Summary of Sponsor Audits/Programs – Report Card to CWC
- Establish CWC Annual Report Subcommittee
- Establish CWC Audit Subcommittee
- FY2014-15 Mid-Year Budget Update
- FY2014-15 Second Quarter Investment Report
- Quarterly Alameda CTC Commission Action Items

April 2015 CWC Annual Report Subcommittee Meeting

- Prepare Draft Annual Report

May 2015

- Email to CWC members the FY2014-15 Third Quarter Investment Report the same day it goes to the FAC

June 8, 2015 CWC Meeting

- Finalize Draft Annual Report
- Draft Compliance Summary and Audit Report
- Election of Officers
- Approval of Bylaws
- Approval of FY 2015-2016 Annual Calendar
- Final Strategic Plan
- FY2014-15 Final Sales Tax Budget Update
- Proposed Budget for FY2015-16
- FY2014-15 Third Quarter Investment Report
- Quarterly Alameda CTC Commission Action Items

June 2014

- Draft Compliance Summary and Audit Report (link to report is emailed to members)
- CWC Pre-Audit Subcommittee Meeting

Note: A link to the Draft CWC Compliance Summary and Audit Report is sent via email as soon as the report is available



CITIZENS WATCHDOG COMMITTEE 12th ANNUAL

Report to the Public (DRAFT)



Measure B Sales Tax Activities

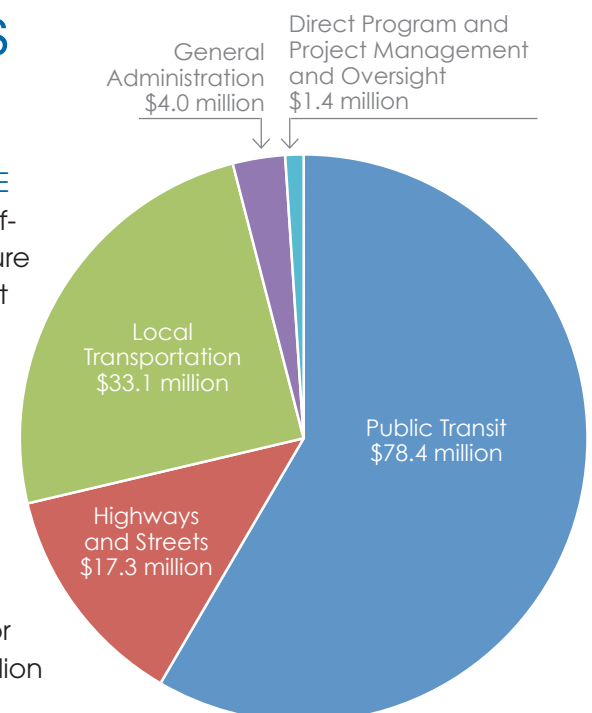
IN NOVEMBER 2000, ALAMEDA COUNTY VOTERS APPROVED MEASURE B, which extended the county's half-cent transportation sales tax to 2022 and set forth a 20-year Expenditure Plan. Measure B also established a Citizens Watchdog Committee (CWC) to review all Measure B expenditures on projects, programs and administration for compliance with the Expenditure Plan, including timely project delivery.

The CWC reports its findings annually to the public. This 12th annual report covers expenditures during the fiscal year ended June 30, 2013 (FY12-13) and CWC activities since July 1, 2012. CWC members performed a number of activities to ensure appropriate use of transportation sales tax funds, reviewed compliance reports for adherence to funding policies and further developed public outreach objectives.

Measure B Summary of Expenditures

THE ALAMEDA COUNTY TRANSPORTATION COMMISSION (ALAMEDA CTC) IS RESPONSIBLE for administering the Measure B half-cent transportation sales tax measure as well as congestion management agency functions. In FY12-13, Measure B revenues totaled \$121.1 million. Measure B audited expenditures of \$134.2 million in FY12-13 for different transportation modes include \$78.4 million for public transit, \$33.1 million for local transportation, \$17.3 million for highways and streets, \$4.0 million for general administration and \$1.4 million for direct program and project management and oversight.

Fiscal Year 2012-2013 Project and Program Expenditures



INSIDE

- Financials At-a-Glance 2
- Citizens Watchdog Committee Activities. 3
- Alameda CTC Programs and Projects 5

Financials At-a-Glance

ALAMEDA CTC AUDITED

EXPENDITURES INCLUDE general administration, direct program and project management and oversight expenses, Measure B discretionary grant fund expenditures, project expenditures and payments to jurisdictions for four main programs: local streets and roads, mass transit, paratransit and bicycle and pedestrian safety. In FY12-13, audited Measure B expenditures on programs, projects and administration totaled \$134.2 million. Program compliance reports submitted by Measure B fund recipients reported \$69.5 million in expenditures, which includes expenditures of Measure B fund balances from previous years.

For Measure B-related projects and programs, Alameda CTC expended \$60.6 million on capital projects, \$64.8 million on direct local distributions, \$3.4 million on grants, \$4.0 million on general administration and \$1.4 million on direct program and project management and oversight. The 2000 Measure B Expenditure Plan specifies the use of approximately 60 percent of Measure B revenues to fund programs and 40 percent to fund projects. The percentages of actual project and program expenditures may vary from the Expenditure Plan percentages, because capital project expenditures occur during the fiscal year, and Measure B revenue allocations can occur over several years for large projects.

Alameda CTC FY12-13 Audited Expenditures

(\$ in millions rounded)

Public Transit	\$78.4
Direct Local Distributions - Transit Service	\$24.5
Direct Local Distributions - Paratransit	10.4
Express Bus Service Grants	0.9
Paratransit Grants	1.4
Public Transit Capital Projects	41.2
Highways and Streets Capital Projects	17.3
Local Transportation	33.1
Direct Local Distributions - Local Streets and Roads	25.7
Direct Local Distributions - Bicycle and Pedestrian	4.3
Bicycle and Pedestrian Grants	1.2
Transit Oriented Development Grants	-0.2
Local Transportation Capital Projects	2.1
General Administration	4
Direct Program and Project Management and Oversight	1.4
Total:	\$134.2

Note:

¹ In accordance with the 2000 Measure B Expenditure Plan, Alameda CTC allocates funds for specific capital projects and grants (paid on a reimbursement basis), and directly allocates sales tax revenue as "pass-through funding" on a monthly, formulaic basis to the cities, county and transit operators to meet local transportation needs.

FY12-13 Measure B Direct Local Distribution Totals for All Programs

Agency Jurisdiction	Beginning Balance	Distributions	Expended	Ending Balance
ACE	\$2,649,530	\$2,439,225	\$2,613,047	\$2,478,936
ACPWA	\$3,947,320	\$2,927,165	\$6,141,952	\$749,251
AC Transit	\$0	\$24,656,883	\$24,656,883	\$0
BART	\$0	\$1,714,361	\$1,714,361	\$0
City of Alameda	\$3,955,233	\$1,963,870	\$2,934,633	\$3,008,030
City of Albany	\$24,854	\$462,127	\$58,615	\$428,813
City of Berkeley	\$2,377,339	\$3,248,861	\$4,175,224	\$1,548,673
City of Dublin	\$1,211,812	\$501,428	\$840,550	\$880,674
City of Emeryville	\$419,026	\$291,336	\$558,543	\$153,027
City of Fremont	\$4,800,983	\$3,454,400	\$4,102,207	\$4,194,003
City of Hayward	\$1,911,083	\$3,168,715	\$2,912,685	\$2,162,307
City of Livermore	\$1,711,127	\$1,136,674	\$962,115	\$1,879,663
City of Newark	\$558,234	\$695,020	\$1,008,716	\$244,705
City of Oakland	\$10,691,786	\$11,585,004	\$10,325,085	\$11,968,061
City of Piedmont	\$418,159	\$415,774	\$278,689	\$555,947
City of Pleasanton	\$2,358,055	\$1,009,922	\$1,070,300	\$2,289,901
City of San Leandro	\$3,059,306	\$1,770,488	\$1,363,699	\$3,472,226
City of Union City	\$2,272,119	\$1,529,641	\$2,613,437	\$1,201,273
LAVTA	\$0	\$943,706	\$943,706	\$0
WETA	\$2,502,463	\$897,451	\$218,426	\$3,183,231
Total	\$44,868,430	\$64,812,051	\$69,492,873	\$40,398,721

Notes:

¹ The reported expenditures may include reserves from prior years, resulting in higher reported expenditures than receipts.

² Revenues and expenditure figures may vary due to number rounding.

³ The expenditures reported by agencies/jurisdictions include Measure B grant funds as well as fund balances from prior years, which is why some jurisdictions report expenditures higher than receipts.

Citizens Watchdog Committee Activities

THE CITIZENS WATCHDOG

COMMITTEE (CWC) has undertaken the following activities since July 1, 2012.

- **Ongoing Programs and Capital Projects Watch (FY12-13):** The CWC continued to watch specific programs and capital projects and to monitor issues of concern.
- **Ongoing Areas of Interest (FY12-13):** The CWC requested information from Alameda CTC regarding the following areas of interest and received information on:
 - Alameda CTC's plan to issue limited tax bonds secured by a pledge of sales tax revenues to finance capital expenditures in the Expenditure Plan. The Commission adopted a debt policy to establish guidelines for the issuance and management of debt and to ensure compliance with applicable post-issuance requirements of federal income tax law to preserve the tax-exempt status of the bonds. The CWC chair expressed the CWC's concern to the Commission about the nature of the public process before the debt issuance. The CWC requested and received detailed information from Alameda CTC on the tax bonds, including accounting for the bonds, their benefits and potential risks, and anticipated bond revenues.
 - Alameda CTC's capital projects expenditures with emphasis on the Dumbarton Corridor Area Transportation Improvements. Due to a funding shortfall that put the Dumbarton Corridor rail project on hold, Alameda CTC committed \$13.3 million of the remaining Measure B allocation to the Newark Central Rail Overpass Project, a four-lane bridge overpass with sidewalks and a bicycle lane, which will support transit oriented development and improve safety, consistent with the Expenditure Plan.
 - Alameda CTC's process for review of project invoices, submitted by project sponsors, to ensure compliance with Master Project Funding Agreements and Project Specific Funding Agreements before authorizing payment.
 - CWC Annual Report outreach efforts including electronic outreach data as well as cost estimates for ad placements on AC Transit and BART.
- **Ongoing Budget Update (FY12-13):** The CWC received and reviewed the annual budget and mid-year budget updates.
- **Audit and Compliance Report Review (January 2013):** The CWC performed its review of Measure B direct distribution recipients' audited financial statements and compliance reports and requested additional information to help clarify expenditures. The CWC found this information acceptable.
- **Independent Financial Audits (November 2012; January,**

November 2013): The CWC met with independent financial auditors on the Alameda County Transportation Improvement Authority (ACTIA) Measure B audited financial report through the termination of ACTIA on February 29, 2012 and on the consolidated Alameda CTC audited financial report for the year ended June 30, 2012 with an emphasis on Measure B revenues and expenditures. The independent auditors did not identify any accounting concerns, and the CWC accepted the audited financial report. In November 2013, the CWC received a presentation from independent financial auditors on the audited Comprehensive Annual Financial Report (CAFR) for the year ended June 30, 2013. Again, the auditors did not identify any accounting concerns, and the CWC accepted the audited CAFR. In April 2014, Alameda CTC was awarded a Certificate for Excellence in Financial Reporting from the Government Finance Officers Association for this CAFR.

- **CWC Audit Subcommittee Process (August, November, December 2012; June, October 2013):** In July 2012, the CWC created an audit subcommittee and process to provide input on items of interest related to

Measure B to the independent auditor. The independent auditor met with the CWC Audit Subcommittee before and after the ACTIA audit through February 29, 2012. In December 2012, a joint Commission Audit Committee and CWC Audit Subcommittee met with the independent auditor to receive an explanation of the first consolidated Alameda CTC audited financial report since the merger of the Alameda County Congestion Management Agency and ACTIA. The CWC Audit Subcommittee raised concerns about being able to track ACTIA Measure B figures for accuracy from the Limitations Calculation Worksheet to the audited, consolidated financial report. Alameda CTC staff modified the Limitations Calculation Worksheet. In 2013, the independent auditor met with the CWC Audit Subcommittee before and after the annual audit, which resulted in additional testing and allowed the auditor to provide more detail to the CWC Audit Subcommittee related to audit processes.

- **Annual Report to the Public (August 2013):** In March 2013, CWC members established a subcommittee to develop its annual report. At the July meeting, the CWC held a public hearing to receive comments on the report. Public outreach included a press release, online ads that link to the web-based report, print advertisements in Bay Area publications, reference to the report in the Alameda CTC e-newsletter, e-mail and print mailings of the report, outreach

on Alameda CTC’s Twitter feed and Facebook page, distribution of the report at outreach events, translation of the advertisements and the report into Chinese and Spanish, and outreach to Asian and Hispanic community organizations.

- **Annual Report Outreach Objectives Subcommittee (January 2014):** The CWC established a subcommittee to discuss outreach objectives for the CWC Annual Report. Since the Expenditure Plan does not provide details as to the scope of public reporting, the CWC convened the Outreach Subcommittee to examine how to best structure outreach practices that target maximum distribution among and to Alameda County residents. The subcommittee concluded that:
 - Alameda County residents represent the public and are the CWC’s target audience for annual report outreach.
 - CWC members should do what they can to facilitate dissemination of the Annual Report to the Public.
 - The CWC will continue to identify additional report recipients.
 The outreach program for the 11th Annual Report included a wide range of media beyond the local newspapers including social media and a Constant Contact e-mail blast to almost 4,000 organizations. Many CWC members visited their city council, local farmer’s market and other venues to discuss, distribute and promote the report. Members contacted local jurisdictions that benefit from Measure B funding and encouraged them to post the report on their web pages.

- **Audit and Compliance Report Review (January 2014):** The CWC reviewed Measure B direct distribution recipients’ audited financial statements and compliance reports. The Master Programs Funding Agreements specify compliance policies. The CWC closely monitors compliance with detailed funding plans and implementation schedules required by the policies including timely use of funds.
- **Information Received by CWC (Ongoing):** The CWC received updates on:
 - The AAA credit ratings issued by Fitch Ratings and Standard and Poor’s for Alameda CTC’s high-quality financial management of the Measure B sales tax, making Alameda CTC the first agency of its kind in California to receive AAA ratings from both ratings services.
 - The progress of Alameda CTC’s implementation of the One Bay Area Grant Program adopted by the Metropolitan Transportation Commission. Alameda County is estimated to receive \$63 million over four fiscal years for transportation projects.
 - The Local Business Contract Equity Program goals reached. In FY12-13, Alameda CTC reported that it exceeded its 70 percent Local Business Enterprises (LBEs) goals for professional and administrative services. Total payments to LBEs equaled an estimated \$5.0 million (72 percent) for active contracts. For exempt contracts, total payments to LBEs exceeded \$0.2 million (60 percent).

Alameda CTC Programs

ALAMEDA CTC ALLOCATES APPROXIMATELY 60 PERCENT OF MEASURE B FUNDS, minus administration costs, on a monthly, formula basis (direct local distributions) and through competitive grants paid on a reimbursement basis to Alameda County, cities and transit agencies for programs. In FY12-13, Alameda CTC expended \$68.2 million in Measure B funds on programs.¹

Local streets and roads:

All cities and the county receive allocations for local transportation improvements, including street maintenance and repair. Jurisdictions use these flexible Measure B funds to meet their locally determined transportation priorities.

- Payments to jurisdictions: \$25.7 million
- Grants: \$0
- **Total: \$25.7 million**

Mass transit:

Transit operators including ACE, AC Transit, Union City Transit, WETA and Wheels receive allocations for operations.

- Payments to local transit operators: \$24.5 million
- Grants: \$0.9 million for Countywide Express Bus Service Grants
- **Total: \$25.4 million**

Special transportation for seniors and people with disabilities:

Cities and transit operators receive funds to support their ongoing transportation programs for seniors and people with disabilities.

- Payments to local jurisdictions: \$10.4 million
- Grants: \$1.4 million for Paratransit Gap Grants and stabilization funds
- **Total: \$11.8 million**

Bicycle and pedestrian safety funds:

All cities and the county receive these funds for bicycle and pedestrian capital projects, programs and plans.

- Payments to local jurisdictions: \$4.3 million
- Grants: \$1.2 million for Countywide Discretionary Fund Grants
- **Total: \$5.5 million**

Transit oriented development:

A small portion of Measure B revenues are awarded through the Transit Oriented Development Grant Program and leverage other funds by becoming a local match for grants and studies.

- Grants: (\$0.2) million²
- **Total: (\$0.2) million²**

Note:

¹ The 2000 Measure B Expenditure Plan includes the following program allocations: local streets and roads (22.33%), mass transit (21.92%), transportation for seniors and people with disabilities (10.45%), bicycle and pedestrian safety (5%) and transit center development (0.19%). See the FY12-13 Program Compliance Report for data on expenditures by Measure B fund recipients (http://www.alamedactc.org/files/managed/Document/11154/6K_FY11-12_MB_Compliance_Summary_Report_052313.pdf).

² Alameda CTC reported a credit in the Transit Oriented Development (TOD) Grant Program due to a reclassification of invoices from a prior year that were erroneously charged to the TOD fund instead of the express bus fund.



Measure B funds transportation programs for seniors and people with disabilities, such as volunteer escort and driver programs that provide access to community organizations, shopping and medical appointments.



More than 100 schools participate in the Safe Routes to Schools Program that supports safe, healthy access to school by walking, biking and carpooling.



As part of Bike to Work Day, thousands of people throughout Alameda County participated in this event that supports active transportation and healthy lifestyles.

Alameda CTC Projects



The I-238 Widening Project was complete in 2009 and continues to provide traffic relief in Central Alameda County on this major freight corridor.



The free Broadway Shuttle gets people out of their cars and onto public transit, reducing automobile miles traveled by 3.3 million each year.

The BART Oakland Airport Connector Project will be in service beginning November 2014, providing a direct transit connection from BART to the Oakland International Airport.



ALAMEDA CTC ALLOCATES 40 PERCENT OF MEASURE B FUNDS to capital projects, minus administration costs. In FY12-13, Alameda CTC expended \$60.6 million on capital projects for transportation infrastructure improvements, such as BART rail extensions, highway and transit improvements, local street and road enhancements, intermodal projects and other local projects.

In addition to the 26 voter-approved capital projects, Alameda CTC added the Vasco Road Safety Improvement Project from the Measure B Congestion Relief Emergency Fund in 2003, the I-80 Integrated Corridor Management Project in 2008, the I-880/23rd and 29th Avenues Interchanges and the Countywide Transportation Plan/Transportation Expenditure Plan in 2010, and the Studies for Congested Segments/Locations on the CMP Network in 2011.

Some of the projects in the 2000 Measure B Expenditure Plan are funded for specific phases. The local sales tax dollars allow the initial project development phases to move forward, while project sponsors secure other funding sources to complete construction. In 2012, the midpoint of the current transportation sales tax measure, Alameda CTC had delivered 95 percent of all capital project investments.

The chart on the next page shows the project phases, schedule, funding commitments and total project costs for the capital projects.

Project Status as of March 2014

Current Phase ¹	Project Name	County Area ²	Construction Schedule ³		Project Funding Sources ⁴ (\$ X million)						Total Project Cost/ Funding
			Begin	End	2000 MB (ACTIA)	Federal	State	Regional	Local	Other	
Complete	Fruitvale Transit Village	N	Oct 2002	Mar 2004	4.4	0.0	7.7	0.0	1.4	0.0	13.5
Complete	Hesperian/Lewelling Blvd Intersection Improvements	C	Oct 2003	Oct 2012	0.8	0.0	0.0	0.0	0.1	0.0	0.9
Complete	I-238 Widening	C	Sep 2006	Oct 2009	81.0	18.3	29.2	0.0	3.3	0.0	131.8
Complete	I-880/Washington Avenue Interchange Improvement	C	Apr 2009	May 2010	1.3	0.5	0.0	0.0	1.4	0.0	3.2
Complete	Newark Local Streets Rehabilitation	S	Jun 2003	Feb 2006	1.4	0.0	0.0	0.0	4.1	0.0	5.5
Complete	Oakland Local Streets Rehabilitation	N	Jul 2004	Dec 2006	5.3	0.0	0.0	0.0	0.0	0.0	5.3
Complete	Westgate Parkway Extension	C	Jun 2004	Oct 2006	7.9	0.0	0.0	0.0	0.0	0.0	7.9
Complete/ Design	San Pablo/Telegraph Avenue Corridor Transit Improvements	N	Various	Various	24.5	173.4	63.3	95.1	0.3	24.2	380.8
Complete/ Construction	Emerging Projects (Congestion Relief Emergency Fund)	N/E	Various	Various	11.0	18.0	242.7	11.2	27.8	0.0	310.7
Complete/ Construction	I-580 Auxilliary Lanes	E	Various	Various	14.4	6.4	115.8	14.5	1.0	0.1	152.2
Plant Establishment	I-580 /Castro Valley Interchanges Improvements	C	Jun 2008	Jun 2011	11.5	1.9	4.8	0.0	15.0	0.0	33.2
Complete/ Environmental	I-680 Sunol Express Lanes Improvements	S, E	Various	Various	35.2	5.4	8.0	0.0	8.0	0.0	56.6
Project Closeout	Isabel Avenue - Route 84/I-580 Interchange	E	Jan 2009	Mar 2012	25.1	11.3	44.4	0.0	32.4	0.0	113.2
Complete	Union City Intermodal Station	S	Jun 2007	Mar 2012	12.6	20.4	7.7	0.0	6.3	0.0	47.0
Construction	Altamont Commuter Express Rail	S,E	Various	Various	13.2	123.1	155.3	0.0	182.6	0.0	474.2
Construction	BART Oakland Airport Connector	N	Sep 2010	Nov 2014	89.1	130.7	78.9	146.2	39.3	0.0	484.2
Construction	BART Warm Springs Extension	S	Sep 2009	Dec 2015	224.4	0.0	295.4	321.0	49.2	0.0	890.0
Construction	Downtown Oakland Streetscape Improvement	N	Sep 2007	Dec 2015	6.4	0.0	0.0	0.0	8.5	0.0	14.9
Project Closeout	Lewelling/East Lewelling Blvd Widening	C	Jul 2009	Oct 2012	13.6	0.0	4.3	0.0	13.8	0.1	31.8
Design	East 14th St/Hesperian Blvd/150th St Intersection Improvement	C	Jan 2016	Sept 2017	3.2	0.0	0.0	0.0	2.8	0.0	6.0
Design	Iron Horse Transit Route	E	April 2015	Oct 2016	6.3	0.0	0.0	0.0	5.7	0.0	12.0
Design	Route 92/Clawiter - Whitesell Interchange and Reliever Route	C	Jul 2014	Feb 2016	27.0	0.0	0.0	0.0	0.7	0.0	27.7
Design/ Construction	Route 84 Expressway	E	Various	Various	96.4	0.0	26.1	0.0	10.0	3.5	136.0
Various	Dumbarton Corridor Improvements	S	Various	Various	19.4	0.0	0.0	0.0	0.0	0.0	19.4
Environmental/ ROW	I-580 Corridor/BART to Livermore Studies	E	N/A	N/A	11.8	0.2	29.8	125.5	1.6	6.9	175.8
Scoping	I-680/I-880 Cross Connector Studies (Study Only)	S	N/A	N/A	1.2	0.0	1.0	0.0	0.3	0.0	2.5
Scoping	I-880/Broadway-Jackson Interchange Improvements (Study Only)	N	N/A	N/A	8.1	0.0	0.0	0.0	2.5	0.0	10.6
Project Totals					\$756.5	\$509.6	\$1,114.4	\$713.5	\$418.1	\$34.8	\$3,546.9

Notes:

¹ The Current Phase is based on a status date effective March 31, 2014. The Project Closeout phase indicates construction is complete, and the project financial closeout is underway.

² Project Planning Areas include C = Central County, E = East County, N = North County, S = South County.

³ Construction schedules shown are subject to change based on project delivery activities. Begin Construction date shown is typically the expected contract

award date. End Construction date for BART capital projects is the point at which transit/revenue service will begin.

⁴ The funding amounts shown are subject to change based on programming and allocation activities by the applicable governing agency.



“Caption to come...”
— James Paxson, CWC Chair

CWC Members

Name	Appointer
James Paxson, Chair	East Bay Economic Development Alliance
Harriette Saunders, Vice Chair	Paratransit Advisory and Planning Committee
Cynthia Dorsey	Alameda County Mayors’ Conference, District 5
Peter Michael Dubinsky	Supervisor Richard Valle, District 2
Arthur B. Geen	Alameda County Taxpayers Association
Sandra Hamlat	Bike East Bay
James Haussener	Supervisor Nate Miley, District 4
Miriam Hawley	League of Women Voters
Steven Jones	Alameda County Mayors’ Conference, District 1
William Klink	Alameda Labor Council AFL-CIO
Brian Lester	Supervisor Scott Haggerty, District 1
Jo Ann Lew	Alameda County Mayors’ Conference, District 2
Deborah Taylor	Supervisor Wilma Chan, District 3
Hale Zukas	Supervisor Keith Carson, District 5
Vacancy	Alameda County Mayors’ Conference, District 3
Vacancy	Alameda County Mayors’ Conference, District 4
Vacancy	Sierra Club

How to Get Involved

Alameda CTC and the Citizens Watchdog Committee invite your participation to plan, fund and deliver transportation projects and programs that enhance mobility throughout Alameda County. Join one of Alameda CTC’s community advisory committees — in addition to the CWC, the public serves on the Bicycle and Pedestrian Advisory Committee and the Paratransit Advisory and Planning Committee — or feel free to participate in and attend public meetings. Visit www.AlamedaCTC.org to learn more about opportunities to get involved.

Further Information

The complete 2000 Measure B Expenditure Plan and this report as well as agency compliance audits and reports are available at www.AlamedaCTC.org. Copies of these publications are also available at the Alameda CTC offices at 1111 Broadway, Suite 800, Oakland, CA 94607; you can reach us at 510.208.7400. To contact your local jurisdiction for information on Measure B-funded projects and programs, visit http://www.alamedactc.org/app_pages/view/8072 or your jurisdiction’s website.

Stay Connected with Alameda CTC

Sign up to receive e-mail notifications and our bimonthly newsletter at www.AlamedaCTC.org. See videos of CWC meetings at the OneBayArea.us YouTube Channel.

ON FINAL COMP: (link to <https://www.youtube.com/channel/UCqI3M-gWCVFyKOV6GMD4Ccwj>)



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1111 Broadway
Suite 800
Oakland, CA 94607
510.208.7400
AlamedaCTC.org



Memorandum

5.2

1111 Broadway, Suite 800, Oakland, CA 94607 • PH: (510) 208-7400 • www.AlamedaCTC.org

DATE: June 2, 2014

SUBJECT: Proposed CWC Annual Report Outreach Activities and Costs

RECOMMENDATION: Review and discuss the proposed outreach activities and costs including design, printing, and distribution of the report through email, social media, and at events; publication of advertisements in the media; production of a two-page flyer based on the report; translation of the flyer into Chinese and Spanish; and other outreach activities.

Summary

In 2014, the CWC Annual Report Subcommittee met twice to develop the 2014 *Citizens Watchdog Committee's 12th Annual Report to the Public* and discuss outreach strategies. The CWC Annual Report Subcommittee and Alameda CTC staff recommend the following outreach activities to inform the public about the annual report to the public and to increase the public's awareness of Alameda CTC transportation programs and projects funded by local sales tax dollars and the Citizens Watchdog Committee's role in overseeing expenditures.

Background

In January 2014, Alameda CTC staff gathered data and prepared a cost benefit analysis of the *11th Annual Report to the Public* to determine the effectiveness of the outreach campaign for the report in 2013. Key findings included the estimated return on investments for various forms of outreach and recommendations to increase the public's awareness of the Alameda CTC transportation programs and projects and the CWC's activities through the annual report (see Attachment A for the cost benefit analysis).

At the March 10, 2014 CWC meeting, the committee reviewed and discussed the costs and benefits of advertising onboard AC Transit and BART, as well as reviewed the results of comparing the outreach effectiveness of e-blasts of the CWC Annual Report of e-blasts on other agency topics (see Attachment B for the results of this analysis).

Proposed New Outreach Activities

The CWC Annual Report Subcommittee and Alameda CTC staff met on April 30 and on May 22 and recommended adding these new outreach activities in 2014, which include

exploring low-budget strategies to expand the outreach. The subcommittee agreed to use the the following three-step process to inform the public about the report:

1. Send an advance email to Alameda CTC's Constant Contact list notifying people of the public hearing on the report in July and the upcoming release of the final report. Request that recipients help get the word out and forward the message to colleagues, friends, etc.
2. Email an electronic version of the report to the Constant Contact list and mail hard copies of the report to Alameda County public libraries, chambers of commerce, and CWC organizations.
3. Send a follow-up email after emailing out the report to request further distribution of the document and to offer hard copy versions if requested.

In addition, the CWC would like to request AC Transit place an updated "ad card" containing a blurb about the CWC in the window along the length of the bus.

Targeted Outreach

The CWC Annual Report Subcommittee and Alameda CTC recommend continuing with the previous overall outreach approach for design, printing, and distribution of:

- The print and electronic version of the report
- A two-page flyer verion of the report
- Translation of the flyer into Chinese and Spanish
- Print advertisements based on the flyer version of the report (see Attachment C for print publication costs)
- Online advertisements based on the flyer version of the report (see Attachment C for online publication costs)

To further spread the word about the latest CWC annual report, outreach efforts will continue as follows:

- Advertise the public hearing in Bay Area newspapers and on Alameda CTC's website.
- Write and email a press release in August 2014 with a link to the full report and flyers to Alameda CTC's media contact list.
- Place print advertisements in 21 Bay Area publications.
- Place online advertisements on 17 websites including Alameda CTC and the PATCH network.
- Use social media for outreach via Facebook and Twitter.
- Hand out the full report and flyers to the scheduled Alameda CTC September and October meetings.
- Include an update in the *September 2014 Executive Director's Report*.
- Include an update in the September 2014 issue of the e-newsletter with a link back to the full report and the additional language versions, and email the e-newsletter to Alameda CTC's outreach database.

- Distribute the print version of the report at numerous outreach activities.
- Send a report-specific e-blast to Alameda CTC's outreach database.
- Place "What's New" information on the Alameda CTC website that links directly to the report.
- Mail the full report and the Chinese and Spanish language flyers to:
 - Alameda County libraries
 - Alameda County chambers of commerce
 - CWC organizations
- Set up Google Alerts to track when the CWC Annual Report and the CWC are in the news.
- CWC members will contact their local jurisdictions to follow up and encourage them to link to the report on their website.
- CWC members will continue to do more outreach such as forwarding email, passing along information through social media and handing out the flyer and/or the full report in their local communities.

Fiscal Impact: There is no fiscal impact at this time. The proposed outreach activities and costs are for discussion. Alameda CTC will bring the final design, printing, advertisement, and other outreach costs to CWC members in October 2014.

Attachments

- A. CWC 11th Annual Report to the Public Cost Benefit Analysis
- B. Costs and Benefits of Advertising Onboard AC Transit and BART
- C. CWC 12th Annual Report Publication Cost Summary

Staff Contact

[Tess Lengyel](#), Deputy Director of Planning and Policy

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DATE: January 6, 2014

SUBJECT: Citizens Watchdog Committee (CWC) 11th Annual Report to the Public Cost Benefit Analysis

RECOMMENDATION: Review and discuss the cost benefit analysis and findings based on data regarding developing, distributing, and performing outreach for the CWC's 11th Annual Report to the Public.

Summary

The following cost benefit analysis of the print and online advertisements and outreach for the *Citizens Watchdog Committee's 11th Annual Report to the Public* is based on recent data and includes a summary of the outreach performed to educate the public about the report. Key findings include the total actual costs of this effort and the resulting benefits, the estimated return on investment for various forms of outreach, and recommendations to increase the public's awareness of the CWC's activities through annual report outreach, as well as recommendations to decrease costs.

Background

In response to the CWC chair's request, Alameda CTC staff gathered data and prepared the first cost benefit analysis in 2013 based on data regarding the print and online advertisements and outreach for the *Citizens Watchdog Committee's 10th Annual Report to the Public*. The following analysis is based on data from the media and outreach performed by staff and CWC members for the *11th Annual Report to the Public*. The analysis expands on the update of outreach and costs that CWC members received in November 2013 (Item 4.1) and provides a detailed summary of outreach performed by staff and CWC members.

Print Media Outreach

Print advertising gives readers throughout the Bay Area an opportunity to learn more about CWC activities and the progress on valuable transportation programs and projects. Alameda CTC produced eight layout versions of the CWC report to fit the ad specifications for 31 publications, and translated ads into Spanish to print in two of these publications.

COMITÉ DE VIGILANCIA CIUDADANA Undécimo Informe al Público

Actividades de la Medida B para el Impuesto Sobre las Ventas

En noviembre de 2000, los votantes del condado de Alameda aprobaron la Medida B, que extendió hasta el año 2022 el impuesto de medio centavo sobre las ventas del condado para transporte y estableció un Plan de Gastos para los próximos 20 años. La Medida B también estableció un Comité de Vigilancia Ciudadana (CVC) para revisar todos los gastos de los proyectos, los programas y la gestión para el cumplimiento del Plan

Este undécimo informe anual cubre los gastos efectuados durante el año fiscal que terminó el 30 de junio de 2012 (AF11-12) y las actividades del CVC desde el 1 de julio de 2011. El Informe del CVC señala que los ingresos y los gastos auditados estuvieron en conformidad con los límites específicos y los auditores no encontraron ningún problema de contabilidad. El informe completo está disponible en línea

Resumen

La Comisión de Alameda (Ala) responsable de la medida tributaria del impuesto de las ventas de la Medida B, así como las funciones de la para el manejo de la congestión. En contable 2010 los ingresos de

Cost per reader for print ads: An estimated 1.4 million people read the 31 Bay Area publications in which Alameda CTC placed print advertisements. The total cost to design, translate, and place the ads was \$17,899. The estimated cost per reader was approximately 1.3 cents (see Attachment A).

In addition, Alameda CTC placed a legal notice in 10 Bay Area publications about the public hearing for the annual report to the public.

(Spanish ad excerpt from Vision Hispana)

Cost per reader for the legal notice: An estimated 770,000 people read the newspapers. The total cost to design, translate, and place the ads was \$749. The estimated cost per reader was about 0.1 cent (see Attachment B).

Recommendations:

- For people in the Bay Area who read the newspaper, running the ads in 31 Bay Area publications ensures reach to a large number of people who may be interested in the report. Therefore, staff recommends continuing to place and run print advertisements.
- To save costs, one consideration is to revisit the list of publications next year to see if the target audiences are still applicable and to compare the readership between print and online publications. Placing fewer print and more online ads could reduce ad costs.

Outreach through Events, Email, and Other Publications

Alameda CTC distributed the full 8-page printed report in a number of ways and got the word out about CVC activities and Alameda CTC transportation programs and projects by developing a condensed version of the report, a two-page flyer. Staff developed the flyer, translated it into Chinese and Spanish, and distributed it widely. Alameda CTC handed out the full report to Commissioners and Alameda CTC community advisory committee members and mailed the full report and Chinese and Spanish flyers to 41 libraries and to 17 chambers of commerce. Staff also distributed the full report and flyers at 40 Alameda business and outreach events attended by a total of more than 170,000 people.

The Alameda CTC emailed the three versions of the flyer to more than 3,700 individuals/organizations, including chambers of commerce and community organizations (see Attachment F). More than 800 of the recipients opened the email. In addition, Alameda CTC featured the full report in the September 2013 issue of the *Executive Director's Monthly Report* (both print and online versions) and in the August and

September 2013 issues of *Alameda CTC Reports*, the agency's bi-monthly print and electronic newsletter.

Cost per reader for print report and flyer: The bulk of outreach expenses fell into this category. An estimated 2,800 people read the report or flyer, based on distribution of printed materials to more than 1,000 people and email to more than 3,700 recipients. The total cost to design, translate, print, and mail the 8-page report and 2-page flyer was \$7,814. The estimated cost per reader was approximately \$2.71 (see Attachment B).

Online Media Outreach

Alameda CTC created five layout versions of banner advertisements to meet the media's size specifications and coordinated placement of them on 15 websites. These ads directed traffic to the Reports page of the Alameda CTC website. Alameda CTC also placed a "What's New" listing on its website with a link to the full report and posted all versions of the report and flyer on the Reports web page.

Cost per reader for online outreach: An estimated 1.7 million people visited the online publications and may have seen the online advertisements. A minimum of 200 readers actually clicked on one of the online ads to view the online report. However, not all publications provided click-through data, so the actual number is probably higher. The ads were designed in-house, so there were no design costs. The total cost of the online advertisements was \$5,369. The cost per page view for each ad averaged approximately 0.32 cents (see Attachment C).

Recommendations:

- Since the online ads were almost \$3,000 less expensive than the previous year, continue to place online ads, with the goal of increasing the number of click-throughs to the full report.
- Consider creating a separate CWC annual report web page on Alameda CTC's website that would feature the current year's annual report and translated versions of the flyer, as well as include links to publications that ran advertisements to build visibility. We could also include a photo of the CWC members as well as a pie chart to show expenditures (or other visuals that would help explain CWC members' oversight of Measure B).

CWC Member Outreach

In 2013, CWC members performed a considerable amount of outreach. Members distributed the annual report and flyers and/or requested the following organizations link to the report from their websites. CWC members also distributed flyers in Chinese and Spanish to the following organizations as well as to individuals including coworkers:

- East Bay Bicycle Coalition

- Environmental Award dinner for the League of Conservation Voters in the East Bay
- Grand Lake Farmers Market (as information on Mayor Jean Quan's table)
- Local jurisdictions in Alameda County, including targeted outreach to City of Dublin City Hall as well as Supervisor Nate Miley and Supervisor Scott Haggerty and their staff
- Lyons Club meetings in Dublin
- Neighborhood Crime Prevention Council
- Senior centers in Alameda County
- Sunol Citizens Advisory Committee

Some members also gave presentations about the *CWC 11th Annual Report to the Public* to city councils and requested that cities include a link to the report on their websites.

Recommendations:

- A member requested Alameda CTC put the CWC members' names on the two-page flyer (space permitting), to add a personal touch, since they actively distribute the flyer.
- Since there were some leftover flyers, Alameda CTC could consider including the flyers in other mailings such as to its certified businesses.
- After CWC members receive an email with the three flyers as attachments to CWC members from staff, they could track how many individuals/organizations to which they forward the email.
- Since presentations are effective for educating the public about the CWC's activities, CWC members could plan to give presentations to city councils next year, as well as target some additional organizations to receive presentations.

Social Media and Additional Outreach

In 2012 Alameda CTC began sharing information with the public through Facebook, Twitter, and YouTube. In 2013, staff shared information about the CWC annual report via two of these social media outlets: posted the report on Facebook and shared this posting on the Guaranteed Ride Home Facebook page and on the Alameda County Express Lanes Facebook page, and tweeted six times about the report in 2013, on August 23 and 29, on September 10 and 16, and on October 2 and 16.

Staff also wrote an electronic press release about the report and distributed it to 192 media contacts, including newspapers, blogs, ethnic media, radio, television, and cable TV. Of those recipients, 22 percent opened the message (37 people), and six people clicked through to the report. Staff also sent a notice to Alameda CTC's entire Constant Contact mailing list, and 24 percent opened the message (846 people), and 10 people clicked on the link to the Reports web page. The *Alameda CTC Reports* e-newsletter featured the CWC report and was sent to just under 4,000 people, and 31 percent (1,167 people) opened the message.

In 2013, Alameda CTC added blog postings as a new form of outreach and posted a blog entry in each of the following eight versions of Patch News: Alameda, Albany, Berkeley, Dublin, Fremont, Pleasanton, Rockridge, and Union City.

Cost per reader for social media and additional outreach: More than 4,500 people received information about the report. Aside from staff time, there was zero cost per recipient (see Attachment D).

Recommendations:

- Since this form of outreach is very cost effective, continue to rely on social media to get the word out:
 - Identify other individuals and organizations to contact through social media.
 - Ask CWC members on Twitter to retweet the report to their followers.
 - Ask CWC members on Facebook to forward information to their friends.
 - Continue to add blog postings to the Patch News for more visibility.
- If CWC members have blogs, place a link to the report in CWC members' personal blogs that could result in links to the report in affiliated blogs.



(Blog entry excerpt in Berkeley Patch News)

Return on Investment

In 2013, the budget was \$50,000. The actual total cost to design, place in print and online advertisements, print, and mail the CWC's *11th Annual Report to the Public*, and perform live and social media outreach about the report was \$31,830. This is well under budget and resulted in a cost savings of \$9,831 from the previous year's total of \$41,661 (see Attachment E for the final publication costs).

Through all types of outreach that Alameda CTC used, more than 3.8 million people may have heard about the report at an estimated average cost per potential reader of 0.82 cents. Actual readership of the hard copy and email report and flyer was more than 2,800, and more than 4,500 people received word of the report via social media.

Additional Findings and Recommendations

Alameda CTC staff recommends that the CWC form its Annual Report Subcommittee in January 2014 and meet well in advance of developing the report, perhaps in late March or early April 2014 to begin to develop the content and consider the types of outreach to employ; the quantities of print ads, reports, and flyers desired; and additional low-cost strategies for getting the word out about CWC and Alameda CTC activities.

Additional ways to improve visibility and the Alameda CTC's return on its investment:

- Continue to encourage the CWC Annual Report Subcommittee to take more of a leadership role in the process to develop the outreach plan.
- Support CWC members in their efforts to perform outreach in their local communities. Provide additional hard copies of the report and flyers as needed.
- In all email about the report, include a link to the new CWC annual report web page (if developed).
- Review Attachment F and develop a list of additional partner agencies or organizations to share information about the report via email, through web links, and through social media.
- Research other online advertisement and social media outreach possibilities.

Fiscal Impact: There is no fiscal impact for this cost benefit analysis.

Attachments:

- A. Print Advertisement Cost per Reader
- B. Report and Additional Outreach Costs
- C. Online Advertisement Cost per Reader
- D. Social Media and Total Outreach Costs
- E. Final CWC Annual Report Publication Costs
- F. Organizations in the Constant Contact Database

Staff Contacts

[Tess Lengyel](#), Deputy Director of Planning and Policy

[Angie Ayers](#), Public Meeting Coordinator

Attachment A: Print Advertisement Cost per Reader

5.2A1

Advertisements in Print Publications						
Affiliation	Newspaper	Circulation	Readership	Actual Cost	Cost per Reader	
Bay Area News Group East Bay	Alameda Times Star - 1 day	48,663	157,200			
	Fremont Argus - 2 days	31,054	68,300			
	Hayward Daily Review - 2 days	31,054	89,800			
	Oakland Tribune - 1 day	48,663	157,200			
	Tri-Valley Herald - 1 day	31,654	51,000			
	Times Herald - 1 day	17,957	60,300			
	209,045	583,800	\$7,077.00	\$0.0121		
Bay Area News Group Hills Newspapers	Alameda Journal	23,290	56,600			
	Berkeley Voice	11,515	15,700			
	The Journal (El Cerrito)	6,140	7,500			
	The Montclair	27,318	43,300			
	The Piedmonter	5,032	8,500			
	73,295	131,600	\$1,134.00	\$0.0086		
East Bay Express	40,000	188,616	\$1,800.00	\$0.0095		
The Independent	33,000	62,500	\$1,333.08	\$0.0213		
Pleasanton Weekly	Pleasanton Weekly	13,000	37,500	\$959.10	\$0.0256	
	Berkeley Post	5,000	18,000			
	El Mundo	10,000	36,000			
	Marin Post	1,450	5,220			
	Oakland Post	22,500	81,000			
	Richmond Post	5,000	18,000			
	South County Post	1,050	3,780			
	San Francisco Post	5,525	19,890			
	50,525	181,890	\$2,950.00	\$0.0162		
	Post News Group	53,859	190,000	\$735.00	\$0.0039	
Tri-City Voice	15,000	45,000	\$505.00	\$0.0112		
Visión Hispana	Tri-City Voice (Fremont, Newark, Union City, Hayward, and Sunol)					
	Visión Hispana					
	Translation of ad into Spanish for Post News and Visión Hispana			\$526.00	0.0000	
Language 411	Design of all print advertisements			\$880.00	0.0000	
Publications Design	An estimated 1.4 million people read the paper; average cost was 1.3 cents per person.	1,420,906	\$17,899.18	\$0.0126		

Attachment B: Report and Additional Outreach Costs

Legal Notice of Public Hearing in Print Publications						
Affiliation	Newspaper	Circulation	Readership	Actual Cost	Cost per Reader	
Bay Area News Group East Bay	Six newspapers	120,140	291,900	\$203.14	0.0007	
East Bay Express	East Bay Express	33,701	188,616	\$92.00	0.0005	
The Independent	The Independent	27,000	54,000	\$66.55	0.0012	
Tri-City Voice	Five Cities	53,859	190,000	\$70.00	0.0004	
Visión Hispana	Visión Hispana	15,000	45,000	\$192.00	0.0043	
Language 411	Translation of ad into Spanish for Visión Hispana			\$125.00	0.0000	
An estimated 770,000 people read the papers; average cost was 0.1 cent per person.						
		249,700	769,516	\$748.69	0.0010	

Design, Printing, and Distribution of Full Report and Flyer						
Affiliation	Outreach Activity	Circulation/ Quantity	Readership ¹	Actual Cost	Cost per Reader	
Alameda County Libraries	Mailed full report and English, Chinese, Spanish Flyers	41	410	\$207.05	0.5050	
ACTAC, BPAC, PAPCO, TAC Member:	Handed out full report and flyers	189	189	\$0.00	0.0000	
Ala. Cty. Chambers of Commerce	Mailed full report and English, Chinese, Spanish Flyers	17	170	\$29.24	0.1720	
CWC Members	Mailed full report and English, Chinese, Spanish Flyers	550	550	\$53.20	0.0967	
CWC Member Organizations	Mailed full report and English, Chinese, Spanish Flyers	15	38	\$8.60	0.2293	
Commissioners and Public	Handed out full report and flyer	75	75	\$0.00	0.0000	
Outreach Events (40 events)	Handed out full report and flyer	200	500	\$0.00	0.0000	
Language 411	Translated flyer into Chinese and Spanish			\$1,299.76		
Publications Design	Designed report (\$2,580) and flyer (\$540)			\$3,120.00		
Autumn Press	Printed report (1,000 qty.) and flyer (2,000 qty.)			\$3,095.89		
Subtotal outreach with printed materials:		1,087	1,932	\$7,813.74	4.0454	
Constant Contact Database	Emailed full report and English, Chinese, Spanish flyers, web link	3,799	950	\$0.00	0.0000	
Subtotal outreach with electronic materials:		3,799	950	\$0.00	0.0000	
An estimated 2,800 people read the print/electronic info; cost was \$2.71 per person.		4,886	2,881	\$7,813.74	2.7119	

¹Readership is based on 10 readers per library and chamber, 2.5 readers per flyer at outreach events, and 1 in 4 readers of email messages sent.

Attachment C: Online Advertisement Cost per Reader

Advertisements in Online Publications						
Affiliation	Website	Page Views	Click-throughs ¹	Actual Cost	Cost per Page View	
Alameda CTC	www.AlamedaCTC.org	292	13	\$0.00	0.0000	
Asian Week	www.asianweek.com	42,972	No Data	\$336.00	0.0000	
Bay Area News Group	www.insidebayarea.com	324,555	115	\$3,000.00	0.0092	
East Bay Express	www.eastbayexpress.com/	60,000	30	\$300.00	0.0050	
Patch News Alameda	http://alameda.patch.com/	115,000	No Data	\$112.08		
Patch News Albany	http://albany.patch.com/	90,000	No Data	\$152.62		
Patch News Berkeley	http://berkeley.patch.com/	65,000	No Data	\$151.92		
Patch News Castro Valley	http://castrovalley.patch.com	70,000	No Data	\$96.00		
Patch News Dublin	http://dublin.patch.com	65,000	No Data	\$112.08		
Patch News Fremont	http://fremont.patch.com	80,000	No Data	\$115.92		
Patch News Livermore	http://livermore.patch.com	260,000	No Data	\$112.08		
Patch News Newark	http://newark.patch.com	85,000	No Data	\$115.92		
Patch News Piedmont	http://piedmont.patch.com	50,000	No Data	\$189.90		
Patch News Pleasanton	http://pleasanton.patch.com	175,000	No Data	\$112.08		
Patch News San Leandro	http://sanleandro.patch.com	75,000	No Data	\$96.00		
Patch News Union City	http://unioncity.patch.com	57,000	No Data	\$115.92		
Patch News Union City Daily Newsletter	http://unioncity.patch.com	3,481	1	\$49.98		
Patch News/AOL		Subtotal Patch News:	1,190,481	\$1,532.50	0.0013	
Pleasanton Weekly	www.pleasantonweekly.com/	58,478	61	\$200.00	0.0034	
Tri-City Voice	www.tricityvoice.com/	No Data	No Data	\$0.00	0.0000	
Publications Design	Design of all online advertisements			\$0.00		
About 1.7 million people may have seen ads; average cost was 0.32 cents per page view.		1,676,778	220	\$5,368.50	\$0.0032	

¹Not all publications provided click-through data, a minimum of 220 people clicked through to the online report.

Attachment D: Social Media and Total Outreach Costs

Social Media and Additional Outreach						
Affiliation	Outreach Activity	Recipients	Click-throughs	Actual Cost	Cost per Reader	
Alameda CTC	Posted report info on Facebook pages ¹	65	No Data	\$0.00	0.0000	
Alameda CTC	Tweeted about report on Twitter six times ²	282	No Data	\$0.00	0.0000	
Alameda CTC	Provided press release to media on August 22	192	6	\$0.00	0.0000	
Alameda CTC	Emailed e-newsletter with story on report	3,993	10	\$0.00	0.0000	
Patch News (8 sites)	Posted blog entries on Patch News sites ³	No Data	No Data	\$0.00	0.0000	
Alameda CTC	Mentioned in online monthly report received by Commissioners	43	No Data	\$0.00	0.0000	
More than 4,500 people received information; there were no costs beyond staff time.		4,575	16	\$0.00	0.0000	

¹Recipients may have forwarded this information to Facebook friends and retweeted it.

²This number does not capture anyone who may have seen the tweets via a search or looking at Alameda CTC's twitter feed, which is public.

³Exact data is not available. See Attachment C for potential page views for Patch News blogs.

Estimated Total Cost per Reader				
Affiliation	Outreach Activity	Readership ¹	Actual Cost	Cost per Reader
Alameda CTC	Advertise in print publications	1,420,906	\$17,899.18	0.0126
Alameda CTC	Advertise legal hearing in print publications	769,516	\$748.69	0.0010
Alameda CTC	Print, mail, and distribute report and flyer	2,881	\$7,813.74	2.7119
Alameda CTC	Advertise in online publications	1,676,778	\$5,368.50	0.0032
Alameda CTC	Promote in social media and e-newsletter	4,575	\$0.00	0.0000
More than 3.8 million people may have heard about the report; cost was 0.82 cents per person.		3,874,656	\$31,830.11	0.0082

¹Online publication readership is based on ad page views, and social media readership is based on recipients rather than click-throughs.

Affiliation	Newspaper	2012 Alameda CTC Page Views	2012 Click-throughs** from Online Media Banners	2012 Cost (Print)	2012 Cost (Web)	Final 2012 Costs	2013 Newspaper Circulation	2013 Alameda CTC Page Views	2013 Click-throughs** from Online Media Banners	Proposed 2013 Cost (Print)	Proposed 2013 Cost (Web)	Estimated 2013 Costs	Actual 2013 Costs
Alameda CTC	www.AlamedaCTC.org	0	617	\$0.00	\$0.00	\$0.00		292	13	\$0.00	\$0.00	\$0.00	
Asianweek	www.asianweek.com - web banner only (linked to the English version)				\$336.00	\$336.00		42,972			\$336.00	\$336.00	\$336.00
Bay Area NewsGroup - East Bay	Alameda Times Star, Argus, Daily Review, Oakland Tribune (delivered to Oakland, Hayward, Alameda, and Fremont), Times Herald Weekly, Tri-Valley Hearld Online: insidebayarea.com	133,218	145	\$8,173.20	\$2,000.00	\$10,173.20	158,175	324,555	115	\$7,203.00	\$3,000.00	\$10,203.00	\$10,077.00
Bay Area NewsGroup Hills Newspapers	Montclairion, ElCerrito, Berkeley Voice, Piedmonter, Alameda Journal	0	0	\$1,285.20		\$1,285.20	73,295			\$1,134.00		\$1,134.00	\$1,134.00
East Bay Express	East Bay Express (delivered to Alameda, Albany, Berkeley, Emeryville, Oakland, Piedmont, San Leandro) Online: eastbayexpress.com	33,701	115	\$1,800.00	\$225.00	\$2,025.00	40,000	60,000	30	\$1,800.00	\$300.00	\$2,100.00	\$2,100.00
The Independent	The Independent - Livermore, Pleasanton, Dublin, and Sunol	0	0	\$1,333.08		\$1,333.08	25,000			\$1,333.08		\$1,333.08	\$1,333.08

CWC Annual Report Publications Costs

Affiliation	Newspaper	2012 Alameda CTC Page Views	2012 Click-throughs** from Online Media Banners	2012 Cost (Print)	2012 Cost (Web)	Final 2012 Costs	2013 Newspaper Circulation	2013 Alameda CTC Page Views	2013 Click-throughs** from Online Media Banners	Proposed 2013 Cost (Print)	Proposed 2013 Cost (Web)	Estimated 2013 Costs	Actual 2013 Costs	
Patch News/AOL Publications in Alameda County	Alameda	9,651			\$108.00	\$108.00		115,000			\$112.08	\$112.08	\$112.08	
	Albany	16,049			\$157.50	\$157.50		90,000			\$152.62	\$152.62	\$152.62	
	Berkeley	1,918			\$103.50	\$103.50		65,000			\$151.92	\$151.92	\$151.92	
	Castro Valley	2,854			\$126.00	\$126.00		70,000			\$96.00	\$96.00	\$96.00	
	Dublin	3,300			\$157.50	\$157.50		65,000			\$112.08	\$112.08	\$112.08	
	Fremont	0			\$0.00	\$0.00	\$0.00		80,000			\$115.92	\$115.92	\$115.92

*Page Views: The number of times a user visits a newspaper webpage

**Click-throughs: The ability to click on the Alameda CTC report from the media banner advertisement
Orange indicates prices quoted from last year, since media did not submit a response

CWC Annual Report Publications Costs

Affiliation	Newspaper	2012 Alameda CTC Page Views	2012 Click-throughs** from Online Media Banners	2012 Cost (Print)	2012 Cost (Web)	Final 2012 Costs	2013 Newspaper Circulation	2013 Alameda CTC Page Views	2013 Click-throughs** from Online Media Banners	Proposed 2013 Cost (Print)	Proposed 2013 Cost (Web)	Estimated 2013 Costs	Actual 2013 Costs	
Patch News/AOL Publications in Alameda County	Livermore	13,660			\$85.50	\$85.50		260,000			\$112.08	\$112.08	\$112.08	
	Newark	4,738			\$126.00	\$126.00		85,000			\$115.92	\$115.92	\$115.92	
	Piedmont	2,350			\$103.50	\$103.50		50,000			\$189.90	\$189.90	\$189.90	
	Pleasanton	6,531			\$157.50	\$157.50		175,000			\$112.08	\$112.08	\$112.08	
	San Leandro	4,334			\$126.00	\$126.00		75,000			\$96.00	\$96.00	\$96.00	
	Union City	3,333			\$126.00	\$126.00		57,000			\$115.92	\$115.92	\$115.92	
	Union City Daily Newsletter							3,481	1		\$49.98	\$49.98	\$49.98	

*Page Views: The number of times a user visits a newspaper webpage
 **Click-throughs: The ability to click on the Alameda CTC report from the media banner advertisement
 Orange indicates prices quoted from last year, since media did not submit a response

CWC Annual Report Publications Costs

Affiliation	Newspaper	2012 Alameda CTC Page Views	2012 Click-throughs** from Online Media Banners	2012 Cost (Print)	2012 Cost (Web)	Final 2012 Costs	2013 Newspaper Circulation	2013 Alameda CTC Page Views	2013 Click-throughs** from Online Media Banners	Proposed 2013 Cost (Print)	Proposed 2013 Cost (Web)	Estimated 2013 Costs	Actual 2013 Costs
Pleasanton Weekly	Pleasanton Weekly	81,235	41	\$1,079.00	\$200.00	\$1,279.00	37,500	58,478	61	\$959.10	\$200.00	\$1,159.10	\$1,159.10
Post Newsgroup	Oakland Post/El Mundo (San Francisco Post, Berkeley Post, Richmond Post, South County Post and Marin)....The Spanish version will print in El Mundo	0	0	\$3,000.00		\$3,000.00	50,525			\$4,550.00		\$4,550.00	\$2,950.00
San Francisco Business Times	San Francisco Business Times (Alameda County, Contra Costa County) Online: sanfrancisco.bizjournals.com	39,720	15	\$5,525.00	\$1,667.00	\$7,192.00				\$5,085.00	\$1,875.00	\$6,960.00	\$0.00
SF Gate	Delivered to Emeryville, Brkeley, Albany, Oakland, Montclair and Piedmont) Online: SFGate.com	43,183	32	\$575.00	\$2,500.00	\$2,728.33				\$1,908.00	\$1,250.00	\$3,158.00	\$0.00
Tri-City Voice	Tri-City Voice - Fremont, Newark, Union City, Hayward, and Sunol	0	0	\$735.00		\$735.00	0			\$735.00		\$735.00	\$735.00
Vision Hispana	Vision Hispana	0	0			\$0.00				\$505.00		\$505.00	\$505.00
	Other Costs												
	Legal Notice of Public Hearing (Two new publications: Vision Hispana and Tri-City Voice)					\$667.65					\$1,041.19	\$1,041.19	\$748.69
	Publications Design			\$5,120.00		\$5,120.00				\$5,120.00		\$5,120.00	\$4,000.00
	Language 411 (translation from English to Chinese and Spanish); added translation for Post Newsgroup and Vision Hispana ads			\$1,497.73		\$1,497.73				\$1,497.13		\$1,497.13	\$1,825.76
	Autumn Press Printing for 1,000 full report and 2,000 flyers in full color			\$2,912.10		\$2,912.10				\$2,912.10		\$2,912.10	\$3,095.89
	Outreach mailing												\$298.09
TOTALS:		399,775	965	\$33,035	\$8,305	\$41,661	384,495	1,676,778	220	\$34,741	\$9,535	\$44,276	\$31,830
										Difference between 2012 and 2013 Final Costs=			
													\$9,831

*Page Views: The number of times a user visits a newspaper webpage

**Click-throughs: The ability to click on the Alameda CTC report from the media banner advertisement

Orange indicates prices quoted from last year, since media did not submit a response

1 Earth Irrigation & Landscape
 1st Class Laundry
 2Plus2 Partners, Inc.
 3iSview
 3S Communications, Inc
 511 Rideshare
 A & M Printing Inc.
 A & S Engineers, Inc.
 A Concrete Company
 A.J.R. Door Service, Inc.
 A.M Plumbing
 ABC - Golden Gate Chapter
 ABC Security Service
 ABC Transportation
 AC Transit
 ACC Environmental
 ACCE Riders for Transit Justice
 Accel Employment
 Access Northern California
 Accurate Land Solutions
 Accutech Auto Care
 Ace Iron Inc.
 ACE Train, San Joaquin Regional Rail Commission
 ACEX Technologies, Inc.
 AchevaTech Consulting, LLC
 ACQ Office
 ACR Glass and Doors
 ACS, Inc
 ACT General Building Construction Inc.
 Action Alameda
 Activant
 Acumen Building Enterprise, Inc.
 Adion
 Adobe Associates, Inc.
 Adrian Palma Engineering, Inc.
 Adrienne Wong Associates, Inc.
 AdServe
 Advance Career Development
 Advanced Alarm Technology (AAT)
 AE3 Partners
 AECOM
 AEKO Consulting, Inc.
 Aetypic
 Affiliated Computer Services, Inc.
 Affinitel Communications
 Affordable Housing Associates
 Afgan Students Association
 African American Business Council
 Agbayani Construction Corporation
 AGS, Inc.
 Ahtna Engineering Services
 Alameda County - Board of SupervisorsOS, District 1
 Alameda County Area Agency on Aging
 Alameda County Bar Association
 Alameda County Community Development Agency
 Alameda County Community Food Bank
 Alameda County Faith Initiative
 Alameda County Food Bank
 Alameda County Health - Nutrition Services
 Alameda County Industries
 Alameda County Mayor's Commission on Aging
 Alameda County Mayor's Commission on Persons with Disabilities
 Alameda County Mayor's Conference
 Alameda County Office of Education
 Alameda County Public Works Agency (ACPWA)
 Alameda County Resource Conservation District
 Alameda County Social Services Agency
 Alameda County Youth Development, Inc.
 Alameda Hospital
 Alameda Journal
 Alameda Korean Presbyterian Church
 Alameda Multi-Cultural Community Center
 Alameda Sun, The
 Alameda Unified School District
 Alameda-Contra Costa Transit District
 Alan Kropp & Associates, Inc.
 Albany Senior Center
 Albany Unified School District
 Albert Y. Seto, Corp
 Albion Power Company
 Alcatraz Shade Shop
 Aliquot Associates, Inc.
 Alko Office Supply
 All American Rentals, Inc.
 All Star Staffing
 Allen Temple Health & Social Services Ministries
 Alliance Engineering Consultants Inc. (AEC)
 Allied Packing & Supply inc.
 Alpha Cleaning Services
 Alta Planning & Design
 Alta Vista Solutions
 Alzheimer's Services of the East Bay
 Amador Concrete
 AMC Consulting Engineers Inc.
 AMC Consulting Engineers, Inc.
 AMEC
 American Blinds & Draperies
 American Building Service
 American Federation of State, County, and Municipal Employees (AFSCME)
 American Indian Public Charter School
 American Logistics
 American Lung Association
 American Society of Civil Engineers
 AMG-A Management Group, Inc.
 Amicus Strategic Environmental Consulting
 AMS Consulting, LLC
 Anderson Drilling
 Andregg Geomatics
 Anil Verma Associates, Inc.
 ANSE Consulting Structural Engineers
 Anue Management Group, Inc.
 Apex Testing Laboratories, Inc.
 A-Plus Printer Services
 Applied Materials & Engineering, Inc.
 Applied Pavement Technology, Inc.
 APSI Construction Management (APSICM)
 Aquifer Sciences, Inc.
 Arc of Alameda County, The
 ARCADIS-US
 Archgate Consulting, Inc.
 ArcMate
 A-R-M Construction
 Aroner, Jewel & Ellis Partners
 Around Dublin Blog
 Arrow Sign Company
 ARUP
 Ascot Staffing
 Ashland Cherryland Garden and Arts Network (ACGAN)
 Asian American Association
 Asian American Bar Association of the Greater Bay
 Asian American Journalist Association (AAJA)
 Asian and Pacific Islander Social Work Association
 Asian Community Mental Health Services
 Asian Employees Association Port of Oakland
 Asian Immigrant Women Advocates
 Asian Pacific American Coalition (APAC)
 Asian Pacific Environmental Network (APEN)
 Asian Student Association
 Associated Press (AP) - San Francisco Bureau
 Associated Right of Way Services, Inc. (AR/WS)
 Associates, Inc.
 Association of Asian Pacific Community Health Organizations
 Association of Bay Area Governments (ABAG)
 Association of Latino Professionals in Finance and Accounting
 Athalye Consulting Engineering Services, Inc.
 Atkins
 Auriga Corporation
 Automatic Entrances California
 AVAR-SAS
 AVE Solutions, LLC
 AWAD & BARJOUR
 AXIS Consulting Engineers
 BACK ON TRACK
 Backstrom McCarley Berry & Co., LLC
 Badger Daylighting

Attachment E: Organizations in the Constant Contact Database

BAF Specialty Inc.
Baines Group, Inc.
Ball, Inc.
Bancroft Uniforms
Barclay Publishing
Barone Trucking Service, Inc.
BART
BART Bicycle Accessibility Task Force (BBATF)
Baseline Environmental Consulting
Basin Research Associates, Inc.
Bay Area Air Quality Management District (BAAQMD)
Bay Area Black Journalists Association
Bay Area Business Roundtable
Bay Area Concretes, Inc.
Bay Area Council
Bay Area Industry Education Council
Bay Area Jewish Healing Center
Bay Area Legal Aid
Bay Area News Group (BANG)
Bay Area News Group (BANG) - Alameda Times/Star
Bay Area News Group (BANG) - Argus, The
Bay Area News Group (BANG) - Oakland Tribune
Bay Area News Group (BANG) - West County Times
Bay Area Outreach & Recreation Program
Bay Area Outreach and Recreation Program (BORP)
Bay Area Reporter, The
Bay Area Structural, Inc.
Bay Area Traffic Solutions, Inc.
Bay Area Truck Stores, Inc.
Bay Constuction Company
Bay East Association of Realtors
Bay Equipment & Repair
Bay Localize
Bay Restorators Corp.
Bay Signs, Inc.
Bay Trail
Bay Wide Glass
Baytech Web Design
BE Graphics & Design
Beaman's, Inc
Belecci & Associates, Inc.
Beliveau Engineering
Bellecci & Associates
Bellrose Coffee
Berger, John J. - Freelance Journalist
Berkeley Chinese Students and Scholars Association
Berkeley Community Media
Berkeley Daily Planet
Berkeley Police Department
Berkeley Redevelopment Agency
Berkeley Voice
Berkeley Zen Center
Berkeleyside
Beyond the Headlines - KGO-TV
BFS Realty
Bicycle Solutions
Biggs Cardosa Associates
BioMaAS
BizPie, Inc.
Bjork Construction Co., Inc.
BKF Engineers
Black Economic Council
Black Social Workers Association
Black Student Union (BSU) - Chabot College
Black Student Union (BSU) - CSU East Bay
Black Student Union (BSU) - Holy Names University
Black Student Union (BSU) - UCB
Black Women Organized for PoitiacI Action (BWOPA)
Blaisdell & Songey, Inc.
Blaylock Robert Van, LLC
Bloomberg News - San Francisco Bureau
Blue Spader, Inc.
BMT International Security Services
Boy Scouts
Boyle Engineering Corp.
Bridgetown Construction
Brook West Engineering
Brown & Fesler, Inc.
Bryant & Brown, A Professional Corporation
B-Side Construction
BSK Associates
Build Your Own Garment (BYOG)
Builders' Exchange
Building and Construction Trades Council of Alameda
Building Opportunities for Self Sufficiency (BOSS)
Burr Plumbing & Pumping, Inc.
Buttrick Wong
C & H CONSTRUCTION
C. Rogers Plumbing
C.B. Roadways, Inc.
C.M. Enterprise Group
C2PM
C3M
CA Commercial Cleaning, Inc.
Cal Phase Construction
Cal-Bay Construction, Inc.
California Engineering Contractors
California Nurses Association
California Pedestrian Advisory Committee
California Society of Prof Engineers - Golden Gate
California State Assembly
California State Senate
California Transit Association
California Walks
California Watch
California Water Service
CalPanda Engineering LLC
Caltrans
Caltrans District 4
CalTrop Engineering Corp
Camacho Communications
Cambridge Systematics, Inc.
Campanil, The
Cantonese Student Association (CASA)
Capers Services
Capitol Barricade, Inc.
Capture Technologies
Carey & Co, Inc.
Carpenter/Robbins Commercial Real Estate, Inc.
CAS Financial & Construction Servcies, Inc.
Casek Construction
Castro Valley Adult School
Castro Valley Unified School District
CCU, Inc.
CD+A
CDA Group, Inc.
CDM Smith
CE2 Corp
CEECON Testing, Inc.
CEI
Cemex
Center for Accessible Technology (CforAT)
Center for Collaborative Policy
Center for Elders Independence, Inc.
Center for Independent Living, Inc.
Cerde Zein Real Estate
CFC Sales and Supplies
CGR Management Consultants
CH2M Hill, Inc.
Chabot College TV Ch. 27
Chabot-Las Positas
Chamber Link, The
Chamber of Commerce - Alameda
Chamber of Commerce - Albany
Chamber of Commerce - Berkeley
Chamber of Commerce - Castro Valley/Eden Area
Chamber of Commerce - Dublin
Chamber of Commerce - Emeryville
Chamber of Commerce - Fremont
Chamber of Commerce - Hayward
Chamber of Commerce - Hispanic, Alameda County
Chamber of Commerce - Livermore
Chamber of Commerce - Livermore Valley
Chamber of Commerce - Metro Atlanta
Chamber of Commerce - Newark
Chamber of Commerce - Oakland African American

Attachment E: Organizations in the Constant Contact Database

Chamber of Commerce - Oakland Chinatown
Chamber of Commerce - Oakland Metropolitan
Chamber of Commerce - Oakland Vietnamese
Chamber of Commerce - Pleasanton
Chamber of Commerce - San Leandro
Chamber of Commerce - Union City
Chandler Asset Management
Changes to Come
Chapman Land Surveying, Inc.
Charles Houston Bar Association
Charter House Real Estate
Chaudhary & Associates, Inc.
Chaves & Associates
Chicano/Latino Graduation Committee - CSU East Bay
Child Care Planning Council
Chinese People Union (CPU)
Chou's Image, Inc.
Chow Engineering, Inc.
Christian Church Homes of Northern California
CHS Consulting Group
Cinquini & Passarino, Inc.
CirclePoint
CIREdN
Citizens for Neighborhood Integrity
City National Bank
City of Alameda
City of Alameda - Planning Board
City of Albany
City of Berkeley
City of Clayton
City of Dublin
City of Emeryville
City of Fremont
City of Hayward
City of Hayward - Public Works Department
City of Livermore
City of National City
City of Newark
City Of Oakland
City of Oakland - Department of Human Services
City of Orinda
City of Piedmont
City of Pleasanton
City of San Leandro
City of San Leandro - City Council, District 1
City of San Pablo
City of Santa Rosa
City of Sunnyvale
City of Union City
Civic Center Station - Office Leasing
CJ Strategies
CJC Trucking, Inc.
Clark GeoTechnical, Inc.
Clean Cut Landscape
Clover Creek
CMTS, Inc.
CNBC - Silicon Valley Bureau
Coastal Conservancy
Cofiroute USA
Cogstone Resource Management
Cole Transportation Alternatives Consulting
Colin Selig Sculpture
Collaborating Agencies Responding to Disasters (CA)
Columbia Electric, Inc.
Combined Effort, Inc.
Commercial Steam Cleaning
Communication Strategies
Communications Technology Cluster
Communities for a Better Environment
Community Assistance for the Retarded and Handicapped
Community Design & Architecture Inc.
Community Education Foundation for San Leandro
Community Resources for Independent Living (CRIL)
Comp Analysis, Inc.
Computer Technologies Program (CTP)
Conference of Minority Transportation Officials (COMTO)
Consolidated Engineering Labs
Consolidated Environmental Group, Inc.
Construction Testing Services
CONTEC MICROELECTRONICS USA, INC.
Contra Costa County - Board of Supervisors
Contra Costa Times
Contra Costa Transportation Authority
Conversion Management Associates, Inc. (CMA)
Convey
Cook Environmental Services, Inc
Corbin Building, Inc.
CORDAX
Cordoba Consulting, Inc.
Cornerstone
Cornerstone Concilium
Corporation for Supportive Housing
Council of Asian American Business Associations
Counts Unlimited
County of Alameda
Covello Group, The
Creative Window Interiors, Inc.
Creegan + D'Angelo Engineers
Critical Solutions
Crown Health Services
CSG Consultants, Inc.
CTN Construction Consulting
Cumbre, Inc.
Curls Bartling PC
Cushman & Wakefield
Cycles of Change
Cypress Hill Concrete Inc.
D & M Traffic Services Inc.
D & S Trucking LLC.
D. M. Figley, Inc.
D. Moore Consulting
Dabri, Inc.
Daily Californian, The
Daily Journal
Daily Review, The
Dakota Press, Inc.
Dan Peters Construction
Darryl Alexander & Associates, Inc.
David Evans and Associates, Inc.
David Widelock Landscape Design
Davillier-Sloan, Inc.
Davini & Co., Inc.
Deaf Counseling, Advocacy & Referral Agency (DCARA)
Decon Environmental
Deets Electric
DeKay Demolition and Clearing, Inc.
Delaney Controls
Delcan Corporation
Department of Motor Vehicles
DeSilva Gates Construction
Diamond Roc, Inc.
Diamond Saw Cuts Foundations
Diamond Technology, Inc.
Diamond Tool & Die, Inc.
Diaz Yourman & Associates
Diaz, Diaz & Boyd, Inc.
Dillard Trucking
Direct Images Interactive, Inc.
Disability Rights California
Disability Rights Education and Defense Fund (DRED)
Disabled American Veterans
Dixon Masonry/Spencer Masonry
DKS ASSOCIATES
DMJM + HARRIS
Doc Bailey Construction Equipment, Inc.
Donaldson Associates
Dotcom
Dowling Associates, Inc.
Downtown Oakland
Downtown Oakland Senior Center
Dragados USA, Inc.
Dublin CHP
Dublin San Ramon Services District (DSRSD)
Dublin Senior Center
Dublin Unified School District
Dudell & Associates, Inc.

Attachment E: Organizations in the Constant Contact Database

Duran Hogan Construction
E2 Consulting Engineers, Inc.
Eagle Electric, Inc. (Terry C. Morris Enterprises)
Eagle Engineering Construction, Inc.
Eandi Metal Works, Inc.
Earth Mechanics, Inc.
Earth Tech
Earthquake & Structures, Inc.
East Bay Asian Design Professionals
East Bay Baptist Association
East Bay Bicycle Coalition
East Bay Blue Print & Supply Company
East Bay Citizen
East Bay Community Law Center
East Bay Economic Development Alliance (EDA)
East Bay Express
East Bay Glass Company
East Bay Paratransit
East Bay Publishing
East Bay Regional Park District
East Bay Women's Network
East West Bank
Easter Seals Project ACTION
Eastmont Builders
Easy Does It Emergency Services
EBI
Ecology Center
Econolite Traffic Engineering and Maintenance
Economic & Planning Systems, Inc.
Economy Trucking Services, Inc.
Ecowang
EDAW, Inc.
EDC Systems
Eden Area Regional Occupational Program - Hayward Center
Eden I & R, Inc.
Eden Medical Center
Eisen/Letunic
El Mundo
Elation Systems, Inc.
Elcon Corporation
Eldridge Consulting
Electro Imaging Systems (EIS)
Electronic Transaction Consultants
Electrosonic Systems, Inc.
Electronic Transaction Consultants Corporation (ETCI)
Elite Claims & Investigative Services
elMobile, Inc.
EMC Research, Inc.
Emerge Financial Group
Emeryville Transportation Management Association
Emeryville Unified School District
Empire Engineering & Construction, Inc.
Enerdyne Technologies
Energy Conservation Options, ECO
Energy-Lock, Inc.
ENGEO Incorporated
Engineered Soil Repairs, Inc.
Engineering Services, Inc.
Envirocom Communications Strategies, LLC
Environmental Management Services, Inc.
Environmental Risk Communications, Inc.
Environmental Science Associates
Environmental Vision
Enviro-Tech Electric Service
EPC Consultants, Inc.
Episcopal Senior Communities
Equity Legal Services
Ernst & Young (EY)
ESA
ESE Consulting Engineers, Inc.
e-VentExe
EVT Ch.27
Ewald & Wasserman Research Consultants, LLC
EXCEL Moving Services
F. E. Jordan Associates, Inc.
F. Rodgers Corporation
F1 Consulting, Inc.
FaciliCorp
Fairbank, Maslin, Maullin, Metz & Associates, Inc.
Faith Network of the East Bay
Faithful + Gould
FAITHS Program
Falcon Industrial Supply
Family Service Counseling Center
Fanfa, Inc.
Fargo Senior Center
Fehr + Peers
Fidelity Roof Company
Filipino Bar Association of Northern California
Filter Recycling Services, Inc.
FinanceStaff, Inc.
Financial Times - San Francisco Bureau
Finger Design, Inc.
Fingerprint Services Of America
First Friday Association
First Southwest
Flanders Heat & Air Systems, Inc.
Flatiron West, Inc.
FleetCare International/Focon, Inc.
FMG Architects
FOLC
Fonseca McElroy Grinding Co., Inc. (FMG)
Ford Graphics
Forell/Elsesser Engineers, Inc.
Foster & Associates
Foundation for Rehabilitation and Development of Children
Four Star Restoration
Fred Finch Youth Center
Fred T. Smith & Associates, Inc.
Freedman Tung & Sasaki
Fremont Adult School
Fremont Argus
Fremont Bank
Fremont Freewheelers
Fremont Main Library
Fremont Multi-Service Center
Fremont Unified School District
Frontline Environmental
Fruitvale-San Antonio Senior Center
FSB Core Strategies
Fugro West, Inc.
Fullen Surveying & Mapping, Inc.
Future Power Corp. dba Energy Conservation Options
G & G Risk Management
G & L Supply, Inc.
G&Assaefstgs, Inc.
Gaines Construction
Gallagher & Burk, Inc.
Gallagher & Burke, Inc. & Brosamer Joint Venture
Gallagher & Lindsey
Gamaliel Foundation
Gannett Fleming, Inc.A713
Garcia and Associates
GARDEN Program
gates+associates
Gayton Design
Genesis
GeoCADD Surveys
Geocon Consultants, Inc.
Geolabs, Inc.
Get It Done
Ghilotti Bros., Inc.
Ghilotti Construction Company, Inc.
Ghirardelli Associates, Inc.
Gibbs Law Group, P.C.
Gilcrest Management Services
GJT, LLC
GKK Corporation
GMG Systems, Inc.
Go Green Transportation, Inc.
Gold Coast Transit
Golden Associates
Golden Gate Bridge, Highway and Transportation District
Golden Gate Office Solutions
Golden Gate Truck Center
Goring & Straja Architects, PC

Attachment E: Organizations in the Constant Contact Database

Government Staffing Associates
Grainger
Granite Construction Company
GRANT THORNTON
Graybar Electric Co. Inc.
Gray-Bowen
Great Communities Collaborative Local Partners
Greater New Blessings Youth Services
Green Clean A Scene, Inc.
Green Translations, LLC
GreenGo Iron Desing, Inc.
Greensmith, The
Ground Zone, LLC
GSE Construction Co., Inc.
Guardsman, The
Gujarati Cultural Association of the East Bay
Hacienda Business Park Owners Association
Hands Helping Hands, Inc.
Hanna Group, The
Han's Construction
Hardboiled Magazine
Harold L. Lee & Sons, Inc. Insurance Services
Harold Logwood & Associates
Harris & Associates, Inc.
Harris Design
Hatch Mott Macdonald
Haulaway Storage Containers
Hausrath Economics Group
Haygood & Associates
Hayward Area Recreation & Park District
Hayward Demos Democratic Club
Hayward Latino Business Roundtable
Hayward Lions Club
Hayward Pharmacy
Hayward Pipe & Supply Co., Inc.
Hayward USD
HDR, Inc.
Hexagon Transportaiton Consultants, Inc.
Hill & Company Communications
Hill International, Inc.
Hindu Community and Cultural Center
Hispanos Unidos de America
Hixson & Associates
HMH
HNTB
Hoge, Fenton, Jones & Appel, Inc.
HOLMES & NARVER
Hong Lok Senior Center
House of Carpets
Houston Services
HQE, Inc.
HY Floor & Gameline Painting, Inc.
Hycare, Inc.
ICE Safety Solutions
ICF International
ICx Transportation
Ignite Marketing
Ilium Associates
Image X
IMS
In Brief
Independent, The
India West
Indo-American Seniors Association of Fremont (INSAF)
Infiniti Engineering Contractor Corp.
INFORMATIX Inc.
Infortech
Inspection Services, Inc.
Insulation Specialties, Inc.
Integral Protection Inc.
Integrated Sign Installations
Integrated Systems and Infrastructure Solutions
INTEGRATED TECHNOLOGIES
Integrity Mechanical Systems Corporation
Intelligent Transportation Society of California
International Civil Engineering Consultants (ICECI)
IPA Planning Solutions
Ireland Engineering
Irene Nelson Design
Iris Environmental
Irish Construction
ISC Group, Inc
ISDPlanning
Island, The
Iteris, Inc.
J Powell & Associates
J&C Consulting Services, Inc.
J. Lee Stickle
Jackson Recycling & Maintenance
Jacobs Engineering Group, Inc.
James Silva Construction
Jane Kow & Associates
Java Security Services, Inc.
JCM Consulting
JES Engineering, Inc.
Jewish Community Center of the East Bay
JG Engineers, Inc.
JMH Weiss, Inc.
JoDog Safety Innovations
John Northmore Roberts & Associates
Jonas and Associates, Inc.
Jones & Stokes
Jones Tile and Marble, Inc.
Josephine's Janitorial & House Cleaning
Josephine's Professional Staffing, Inc.
Josh Santoro Trucking
JPC
J-Sei
JTS Engineering Consultants
Kaiser Permanente
Kal Krishnan Consulting
Kal Krishnan Consulting Services, Inc. (KKCS)
KALW-FM
Kane & Associates
Kaneko & Krammer Corp. dba Koff & associates, Inc.
KATZ, OKITSU & ASSOCIATES
KC Pierce & Associates
KCBS-AM (740 AM)
KCNL (FM 104.9)
KDOW-AM (AM 1220)
KDTV-14 Univision
KEAR-FM (The Family)
Keep BART on 580
KELLCO Services, Inc.
Kenneth Pon, CPA
Kerby Construction, Inc.
Kevin W. Harper, CPA & Associates
Keystone Development Group, LLC
Keystone Security
KFOG, KSAN
KGO-AM (News Talk AM 810)
KGO-TV - Ch. 7
Kidango, Inc.
Kier & Wright Civil Engineers and Surveyors, Inc.
Kiewit Pacific Co.
Kingston Contracting, Inc.
KIQL (AM 1010)
Kitchell
Kittelson & Associates
Kiwanis Club - San Leandro
KJM & Associates
KKIQ (FM 101.7)
KL Construction
KLLC (FM 97.3)
KLOK (AM 1170)
KM Industrial
KNN Public Finance
KNTV-TV
Koff & Associates, Inc.
KOHL Radio
Korean Community Center of the East Bay
KORVE ENGINEERING
KPFA (FM 94.1)
KPIX-TV
KPOO (FM 89.5)
KQED-FM (Forum)

Attachment E: Organizations in the Constant Contact Database

KR Surface Industries
KRON-TV
KRZZ (FM 93.3)
KSJO (FM 92.3)
KSQQ
KTVU-TV (FOX-2)
KVTO 1400 AM
KVVN
Kwan Wo Ironworks, Inc.
KYLD, K101, KISS (KISQ), KITA, KMEL, KFOX (KNEW),
KZDG (AM 1550)
KZSF
L & L Group- Andale Construction
L. Luster & Associates, Inc.
L. S. Trucking, Inc.
Labor Compliance and Monitoring Pro
Lai & Associates
Lake Merritt Breakfast Club
Lakeshore Avenue Business Improvement District
Lamphier-Gregory
Laney College
Laney Tower
Lanlogic, Inc.
Lanvantage, Inc.
Larkin & Associates
Latinos Unidos
Law Offices of J. Michael Hosterman
Le Rapport Group
Lea & Braze Engineering, Inc.
Lead Staffing Corporation
League of Women Voters - Eden Area
League of Women Voters - Fremont, Union City
League of Women Voters - Oakland Chapter
League of Women Voters of the Bay Area
League of Women Voters, California
Legal Assistance for Seniors
Leonidou & Rosin
Level Construction Supply
Liberty Fire Systems Inc
Lifelong Medical Care
Lighthouse Welding
Lighting & Watercon Supply
Lilly Huezo (pozzolanaconcrete@gmail.com)
Lim & Nascimento Engineering Corp.
Lions Center for the Blind
Livermore Amador Valley Transit Authority (LAVTA)
Livermore Area Recreation and Park District (LARPD)
Livermore Downtown, Inc.
Livermore Printers/Arts Unlimited
Livermore Sanitation, Inc.
Livermore Senior Center
Livermore Valley Joint Unified School District
Living in the O (Blog)
Lockwood, Andrews & Newnam, Inc.
LOGIC
Lohnes & Wright
Los Reyes
Lovitt & Associates
Loza Brothers Landscape
LSA Associates
Luster Construction Management
M. LEE CORPORATION
M.A. Landscape
M2 Consultants, Inc.
MacDonald-Bedford
Macias Gini & O'Connell, LLP
Mack5
MacKay & Soms Civil Engineers, Inc.
Madera County Transportation Authority
Mag Trucking
Magdave Associates, Inc.
Malachi Construction
Malcolm Drilling Company, Inc.
Management Consulting, LLC
Mandela/WIST Training Center
Manor Bowl
Manor Bowl
Marble City Company
Marble Granite Masters-MGM, Inc.
Marin County Board of Supervisors
Marin County Transportation Authority
Marin Transit
Marina Community Center
Mark Thomas & Company, Inc.
Marketing Department,The
Mason Tillman Associates, Ltd.
Masonic Home for Adults
Mass Mutual
Match Point Solutions
Materials Reuse
Mattos Equipment Transport
Maxx Metals
MBD, LLC
McDowell Consulting, Inc.
McGraw-Hill Construction
McGuire & Hester
McKissack & McKissack
MCT Development & Construction
MDCI
Men of All Trades
Mendoza & Associates
Mercantile Company
Mercedes Corbell Design & Architecture
Mercy Housing
Meridian Technical Services, Inc.
Metro W. Plastics
Metropolitan Transportation Commission (MTC)
Meyer Mohaddes Associates, Inc.
Meyer Plumbing Supply
Meyers, Nave, Riback, Silver & Wilson
MFT Consulting Engineers, Inc.
MGE Engineering
MGH Consulting, LLC
Mincom
Minority Business Development Agency
Mira Solutions, Inc.
MISSSEY, Inc.
MMG, Inc.
Moblely & Associates Consulting
Moffat & Nichol
Mon Café
Monroe & Son Trucking
Monroe Trucking
Monsen Consulting
Montclair Environmental Management, Inc.
Moore & Associates
Moore Iacofano Goltzman, Inc. (MIG)
Moss, Levy & Hartzheim
Multech Engineering Consultants, Inc.
Museum on Main Street
MV Transportation, Inc.
NAACP - Hayward, Oakland
Nakama Enterprises, LLC
Napa County - Board of Supervisors
Napa County Transportation Planning Agency
Napa Valley Materials
National Black MBA Association
National California Minority Supplier Development Council (NCMSDC)
National Center for Employee Ownership
National Council of Asian American Business Associations
National Data Services
National Electrical Contractors Association (NECA) - No. California Chapter
National Security Industries
NBT Construction
ND Technology
Neil O Anderson & Associates, Inc.
Nelson Nygaard Consulting Associates
New Growth Landscape Maintenance Services
New Haven Adult School
New Haven Unified School District
New York Life Insurance Company
Newark Library
Newark Unified School District
Newbor
Nichols Consulting Engineers, Chtd.
Nightingale Nursing

Attachment E: Organizations in the Constant Contact Database

Niles Groups
Ninyo & Moore Geotechnical Environmental Consulting
NMC
Nolan Morrison Consulting
Nolte Associates, Inc.
Noontime University
North American Fence & Railing, Inc.
North Bay Seismic Design
North Berkeley Senior Center
North Oakland Senior Center
Northern California Minority Business Enterprise Center (NORCAL MBEC)
Northern California Minority Supplier Development Council (NMSDC)
Northern California Playworks, Inc.
Northern Truck & Equipment / NTE
Northgate Environmental Management, Inc.
NOV Ameron
Novani
Nu-Glass System
O.C. Jones & Sons
Oak Engineering
Oakland Asian Students (OASES)
Oakland Black Caucus
Oakland Builders' Alliance
Oakland Local
Oakland Metro Reporter
Oakland North
Oakland Running Festival
Oakland Unified School Dist. - Int'l Trade Transportation Logistics Academy
O'Brien-Kreitzbert
Ocampo-Esta Corporation
O'Connor Construction Management, Inc.
Office of CA Assemblymember Rob Bonta (D18)
Office of CA Assemblymember Bill Quirk (D20)
Office of CA Assemblymember Bob Wieckowski (D25)
Office of CA Assemblymember Hancock (D9)
Office of CA Assemblymember Joan Buchanan (D16)
Office of CA Assemblymember Nancy Skinner (D15)
Office of CA Assemblymember Rob Bonta (D18)
Office of CA Senator deSaulnier (D7)
Office of CA Senator Ellen M. Corbett (D10)
Office of Congressman Eric Swalwell (D15)
Office of Council President Pro Tem Rebecca D. Kaplan - City of Oakland
Office of Supervisor Wilma Chan, Supervisor - Alameda County
Office of the County Council
Office of U.S. House of Representative Mark Nakamoto
Office of U.S. House of Representative Ricci Graham
Office of U.S. Senator Barbara Boxer
Ohlone College
Ohlone Foundation
Ojo Technology, Inc.
Omni-Means
On Lok Lifeways
One Stop Service
One Walnut Creek Center
One World Communications
OnTrack Scheduling, Inc.
Opal Quality Systems Management
Operation Dignity
Operations Multi-Modal
OPT, Inc.
OPTIBASE
Orcon Logistics, LLC
Organization of Chinese Americans - East Bay Chapter
Organizations of Alameda Asians
Overland Pacific & Cutler, Inc.
Overland, Pacific & Cutler, Inc. (OPC)
Pace Supply Corporation
Pacheco Brothers Gardening, Inc.
Pacific Coast Laboratories
Pacific Color Graphics
Pacific Legacy, Inc.
Pacific Material Resources, Inc.
Pacific Municipal Consultants
Pacific Project Management
Pacific Thomas (dba Safe Storage)
Paragon Transportation Services, Inc.
Parikh Consultants Inc.
PARSONS
Parsons Brinckerhoff
Parsons Transportation Group, Inc.
Partida Benefits & Insurance
Partnership for Children and Youth
Patch - Alameda
Patch - Piedmont
Patch - Berkeley
Patch - Castro Valley
Patch - East Bay
Patch - El Cerrito
Patch - Fremont
Patch - Livermore
Patch - Northern California
Patch - Pleasanton
Patch - San Leandro
Patch - San Ramon
Patel Associates
Patri Merker Architects
Patrick and Co.
PB Americas, Inc.
PBS&J
PC Source
Peacemakers, Inc.
Peninsula Coalition
Peninsula Crane and Rigging
Peralta Colleges
Performance Contracting, Inc.
Performance Plus Plumbing
Perspective, Inc.
Pete Varma
Peter Wolfe Landscape Architecture
Peterson Services, Inc.
PG&E
PGA Design, Inc.
PHA Transportation Consultants
Philip Henry Architecture
Piedmont Planning Consultants, LLC
Piedmont Unified School District
Pile Drivers Local 34
Pilipino American Alliance (PAA)
Pinetree Ridge
Pinnacle Installations, Inc.
Pinnacle Petroleum, Inc.
Platinum Advisors
Pleasanton Downtown Association
Pleasanton Senior Center
Pleasanton Weekly
PLS Surveys, Inc.
PMW Enterprises, LLC
Port of Oakland
Post Newspaper
Powell & Partners, Architects
Power Personnel
Preferred Properties of California
Pre-Paid Legal Services
Prestige Protection
Price Waterhouse Coopers
Principia Engineering
Pro Arts
Proactive CM
Proctor Trucking
Professional Engineer CA, NV
Professional Land Services
PROTOinc
ProxylT Inc
PSC Associates, Inc.
PSI, Inc
PSOMAS
Ptown Bike Advocates
PTS Professional Telecommunications Services, Inc.
Public Financial Management
Public Health Law and Policy
Public Policy Institute of California
Publications Design
Punjabi Radio USA
Purple Lynx
Q-Architecture
Questa Engineering Corporation

Attachment E: Organizations in the Constant Contact Database

Quality Woodwork Installations	San Francisco Chronicle
R & L Brosamer	San Francisco Daily Journal
R. L. Banks & Associates, Inc.	San Francisco Examiner
Race, Poverty & the Environment	San Francisco Multifamily Hub
Racontech, Inc.	San Francisco Municipal Transportation Agency (SFMTA)
Rail Surveyors & Engineers	San Francisco Paratransit Broker
Rails to Trails Conservancy	San Joaquin Council of Governments
Rajappan & Meyer Consulting Engineers, Inc.	San Jose Mercury News
Ramos Happy Yards	San Leandro Adult School
Randick, O'Dea & Tooliatos	San Leandro BPAC
RAO Plumbing and Heating Contractors	San Leandro Chiropractic Center
Ratcliff Architects	San Leandro Citizen, Hayward Paratransit
Ray's Electric	San Leandro Downtown Association
Raytheon Engineers & Constructors	San Leandro Latino Business Council
RBF Consulting	San Leandro Latino Business Roundtable
Rbw Sd, Inc.	San Leandro Planning Commissioner
Red Top Electric Company, Inc.	San Leandro Times
Red, Bike and Green	San Leandro Times - East Bay Publishing
Redwood Consulting Associates	San Mateo PCC
Reed Construction Data	San Mateo Transportation Authority
Regional Center of the East Bay	San Ramon Valley Times
Research Consultants, LLC	Sandia National Laboratories
Resolution Management Consultants, Inc.	Sandis Civil Engineers, Surveyors, Planners
Resource Refocus	Santa Barbara County Association of Governments (SBCAG)
Resources for Community Development	Santa Clara Board of Supervisors
RGA Environmental	Santa Clara Valley Transportation Authority
RGM Consulting	Santa Maria & Co. - Risk Management Consulting
RGW Construction	Santoro Transportation, Inc.
Rideshare 511	Sasntos-Robinson Mortuary
Right of Way Servcies, Inc.	Satellite Housing, Inc.
Rinsler Consulting	Save Mount Diablo
Riverside County Transportation Commission	Save Our Hills
RMA Group	SC Engineers
RMT Landscape Contractors, Inc.	Schmidt-Prescott Group, Inc.
Rob Platt & Associates	Schwagerie Realtors
Robert Jones & Associates	Seidel Architects
Robert Larson & Associates	Seifel Consulting, Inc.
Robert Washington Consulting	Semaj, Inc. (dba Stanley Steemer)
Robert Y. Chew Geotechnical, Inc.	Senior Helpline Services
Robinson & Associates	Senior Services Foundation
Rock Transport, Inc.	Senior Support Program of The Tri Valley
Rockridge Geotechnical, Inc.	Sensys Networks, Inc.
Rodriques & Son Painting	SF Streets
Ron Rakich & Associates, Inc.	SF Weekly
Rose Gate Assisted Living	Shaw Environmental & Infrastructure Group
Rotary - San Leandro	Shooter & Butts, Inc.
Rotary Club - Alameda	Shundor & Associates, Inc.
Rotary Club - Castro Valley	SIEMENS
Rotary Club - FUN	Siemens ITS
Rotary Club - FUN Sunset	Sierra Club
Rotary Club - Hayward	Sierra Engineering Group
Rotary Club - Livermore	SignWorks, Inc.
Rotary Club - Oakland	Silicon Valley Iron Work, Inc.
Rotary Club - Pleasanton	Silicon Valley Rock
Rotary Club - Pleasanton North	Silverado Contractors, Inc.
Rotary Club - San Leandro	Silverman & Light, Inc.
Royal Electric Company	Simon and Company, Inc.
Royston Hanamoto Alley & Abey	Sing Tao Daily
RPM Consulting	Skyline Displays Bay Area, Inc.
RS Calibration Services, Inc.	Small Business Exchange
Rubain & Associates	Smart Growth America
Ruggeri-Jensen-Azar & Associates	SMI
S & C Engineers, Inc.	Smith & Associates
S & M Engineering	Smith Denison Construction Company
S & S Trucking	Smith-Emery of San Francisco
S. Kwok Engineers, Inc.	Society of Afghan Engineers
S.T. Rhoades Construction, Inc.	Soffinet, Inc.
ASAP Quality Printing	Solano County
Sade Lok	Solano Transportation Authority
Safe Routes to School and Cycles of Change	Solar Holmes Construction
SafeTREC - UC Berkeley	Sonika Corporation
Salaber & Associates, Inc.	Sonoma County Transportation Authority
Samsan Consulting	South Berkeley Senior Center
SamTrans	South Hayward Community Festival
San Diego Association of Governments (SANDAG)	Spaca, Inc.
San Francisco Bay Area Water Emergency Transportat	Spanish Speaking Unity Council
San Francisco Bay Conservation and Development Com	Spectrum Lithograph, Inc.
San Francisco Business Times	Spectrum Services Group, Inc.

Attachment E: Organizations in the Constant Contact Database

Sperry Capital, Inc.
Spokemore Consulting
Sposeto Engineering
Springline, Inc.
SPS Engineers
St. Francis Electric
St. Mini Cab Corporation
Staging Solutions Group
STAND
Stantec Consulting Services
Starkweather Bondy Architecture LLP
Starzz Management Co., Inc.
State Farm Insurance
Stephen V. Richardson Consulting
Steven Grover & Associates
Stop, Drop & Roll
Strategic Economics, Inc.
Strecurt Group
Streetcars4us Blog - Emeryville
Studio Blue Reprographics
Suarez & Munoz Construction, Inc.
Substructure Support, Inc.
Sudden Sam's Trucking
Sudha Dhandapani Consulting
Summit Associates
Sunol Glen Unified School District
Superior Mechanical Services, Inc.
Susan L. Lubeck, J.D.
Swiam Biological, Inc.
Swinerton Management & Consulting, Inc.
Switchpoint Planning
SYNCHRONEX
Synergistics Inc
Systems Businessf
T S R Construction Company
T. Y. Lin International
T.D.W. Construction, Inc.
Talus Construction, Inc.
TBC Safety
Tebel, LLC
TechConcepts, Inc.
TEECOM Design Group
Teichert Construction
Telvent
Telvent Farradyne, Inc.
Temescal Telegraph Business District
Tennyson Electric
Tera-Lite, Inc.
Terno, Inc.
Tetra Tech, Inc.
Thier PR
Thomas Dolan Architecture
Thomson Transportation Engineering, Inc.
Through the Looking Glass (TLG)
Tifco Industries
Tile Plus, Inc.
Tipping Mar & Associates
Titus
TJKM Transportation Consultants
TLC Watch, Inc.
Top Grade Construction
Topcon Positioning Systems
Towill, Inc.
Townsend Management, Inc.
Townsend Public Affairs, Inc.
TPR Corp.
Traffic Research Associates
TRAFFIC SOLUTIONS
Trans Pacific Geotechnical Consultants, Inc.
TransAct
Transbay Blog
Transbay Locksmiths
TransCore
Transdyn, Inc.
TransForm
transmetro
TranspoGroup
Transportation Analytics
Transportation And Land Use Coalition
Transportation Infrastructure Group
Transportation Management & Design, Inc.
TRANSTEC
TRC
Trendcepts
Tri Valley Transportation Council (TVTC)
TRIC Tools
Tri-City Voice
Tri-City Volunteers
Trimax Systems, Inc.
Tri-Technic
Tri-Valley Chinese Bible Church
Tri-valley Chinese Tomatoes
Tri-Valley Excavating Co, Inc.
Tri-Valley Housing Opportunity Center
Tri-Valley Regional Occupational Program
Tri-Valley Times
TRS Consultants, Inc.
Tsao Design Group
Tulare County Association of Governments
Tutor Perini Corporation
TY Lin International
Ultra Business Services
UNCLE Credit Union
Ungle Communications, Inc.
Union City Construction
United Indian Nations, Inc.
United Seniors of Oakland and Alameda County
Unity Council, The
University of California Berkeley
University of California Berkeley ASUC
University of California Berkeley Extension
University of California Berkeley School of Journalism
University of California Office of the President
Urban Design Consulting Engineers
Urban Ecology
Urban Habitat
Urban Strategies Council
URS Corporation
UWA Electric Co.
V & A Consulting Engineers
V N General Building Construction
V.E.M. General Engineering, Inc.
Valerie Brock Consulting
Valhalla Builders
Vali Cooper & Associates, Inc.
Valley Community Bank
Valley Facilites Management Corporation (VFMC)
Valley Yellow Pages
Valoure - Executive Search
Vargas & Co.
Vavrinek, Trine, Day & Co.
Verity Marketing Corp. dba Branding Boulevard
Vernazza Wolfe Associates, Inc.
Veterans Cab
Vianovus, Inc.
Vibro-Acoustic Consultants
Vietnamese American Community Senior Center
Vintage Elevator Services
Vision Hispana
Vision That Moves Your Community
VSCE, Inc.
W & S Solutions
W. Bradley Electric (WBE)
WA Home Owners Association
Walk Oakland Bike Oakland
Wall Street Journal - San Francisco Bureau
Washington Group International
Washington Hospital
Watry Design, Inc.
WE GROUP, LLC
Weiss Associates
Wendel, Rosen, Black & Dean, LLP
Wendy C. Horikoshi
Wente Vineyards
Wesley Construction, Inc.
West Berkeley Senior Center

Attachment E: Organizations in the Constant Contact Database

West Coast Water & Trucking, Inc.
West Oakland Senior Center
Western Pacific Signal, LLC
Western States Oil Co.
Western Traffic Supply, Inc.
Wheeler Planning
Whidock & Weinberger Transportation, Inc
Whistlestop, The
Wilbur Smith Associates
WILLDAN
Willdan Financial Services
William Blair & Company
William Communications
William Kanemoto & Associates
Williams Trucking
Williams, Adley & Company, LLP
Wilson Electric Co.
Wilson, Ihrig & Associates, Inc.
Wine Group, Inc., The
Winning Strategies LLC
WMH Corporation
Women in Transportation
Wong's International
Wood Rodgers, Inc.
Workforce Incubator
World Internet Marketing, Inc.
WRECO
W-Trans
Wyllie Enterprises
Y & C Transportation Consultants
Yano Accountancy Corporation
YCAT-C, Inc.
YEI Engineers, Inc.
Yolanda's Construction Administration & Traffic Control
Your All Day Everyday Janitorial Services
Youth Employment Partnership
ZENTNER AND ZENTNER
ZINFI Technologies, Inc.



Memorandum

5.2B

1111 Broadway, Suite 800, Oakland, CA 94607

510.208.7400

www.AlamedaCTC.org

DATE: March 3, 2014

SUBJECT: CWC Annual Report E-blast Outreach Data and Cost Estimates for Ad Placements on AC Transit and BART

RECOMMENDATION: Review email marketing benchmarks for the CWC Annual Report in comparison to other agency information, as well as review and discuss the costs and benefits of advertising onboard AC Transit and BART.

Summary

Citizens Watchdog Committee (CWC) members asked staff to compare the outreach effectiveness of e-blasts about the CWC Annual Report to e-blasts on other agency topics, as well as to obtain cost estimates from AC Transit and BART for on-board ad placements, as options for the CWC to consider for future outreach.

In response to the CWC's request, Alameda CTC staff gathered email marketing data to compare the open and click-through rates of e-mail blasts sent via Constant Contact that distribute information about the CWC Annual Report to e-mail blasts that distribute other agency information. Additionally, staff contacted AC Transit and BART staff and the advertising agencies that handle their on-board advertising to obtain cost information.

Background on E-Blast Outreach

Alameda CTC uses e-blasts via Constant Contact for outreach and education about the CWC Annual Report. From 2010 to 2013, these e-blasts had an average open rate of 27 percent (meaning 27 percent of addressees received and viewed the transmission), see Attachment A. As a benchmark for comparison, Alameda CTC's average over the same time period for all transmissions via Constant Contact, including e-blasts for e-newsletters and press releases, is 29 percent. Both averages are higher than industry averages for government agencies, transportation, and travel/tourism (see Attachment B). Over the last three years, CWC Annual Report-focused transmissions have seen a slight decrease in open rates but a significant increase in total distribution, as Alameda CTC's e-newsletter list has grown from 983 in September 2010 to 3,993 in August 2013.

Advertising Opportunities on AC Transit and BART

TITAN360 manages both in-station and on-vehicle advertisements for AC Transit and BART. Alameda CTC requested quotes from TITAN360 for advertising with both transit agencies. Attachment C includes standard unit pricing, recommended quantities, four-week rate pricing, and circulation information. Alameda CTC and TITAN360 have been in discussion about a discounted rate for public agency educational advertising.

Alameda CTC also contacted AC transit regarding the opportunity to place educational information within buses, called "ad cards." These oblong cards (usually 28-inch-by-11-inch cards) fit above the windows along the length of the bus. This opportunity could be provided by AC transit at no cost, as AC Transit agrees to provide partners with a limited number of ad cards to benefit the community.

Recommendations

Alameda CTC recommends that staff continue to send CWC-specific transmissions to the entire e-newsletter distribution list and that the CWC consider placing ads onboard BART and AC Transit. However, rather than advertising the CWC Annual Report itself, staff recommends using this key advertising space to communicate the results of the report, i.e., "Citizen Watchdog Committee Report Confirms Measure B Transportation Sales Tax Dollars Spent As Promised 12 Years in a Row" or "Measure B Sales Tax Dollars Receive 12th Clean Audit findings from Independent Auditors and the Citizens Watchdog Committee" or "Citizens Watchdog Committee Confirms Strict Accountability of Measure B Transportation Sales Tax and 100 Percent Clean Audits."

Fiscal Impact: There is no fiscal impact for this analysis.

Attachments:

- A. Sample Open and Click Rates: Alameda CTC E-Newsletters, Press Releases, and CWC Annual Reports
- B. E-Mail Open and Click Rates: Industry Averages
- C. AC Transit and BART On-board and In-station Advertising Costs

Staff Contacts

[Tess Lengyel](#), Deputy Director of Planning and Policy

[Angie Ayers](#), Public Meeting Coordinator

**Open and Click Rates of Alameda CTC E-Newsletters,
Press Releases, and CWC Annual Report
A Sample - 2010-2013**

DATE	CONTENT	DISTRIBUTION (total e-mails sent)	OPEN RATE (e-mail was received and viewed)	CLICKS (one or more links within the e-mail was clicked)
9/10/2010	CWC 8 th Annual Report to the Public	983	29%	19%
9/30/2010	E-Newsletter	985	33%	27%
8/25/2011	Press Release: Watchdog Committee Report	55	31%	12%
9/31/2011	E-Newsletter	2473	34%	20%
8/30/2012	Press Release: CWC Annual Report	135	30%	8%
9/4/2012	Press Release: Safe Routes to Schools	174	17%	11%
8/22/2013	Press Release: 11 th Annual CWC Report	192	22%	14%
8/23/2013	CWC Annual Report to the Public (sent to e-news list)	3799	24%	1%
9/16/2013	E-Newsletter	3993	31%	15%
11/22/2013	E-Newsletter	4352	24%	11%
1/7/2014	Press Release: AAA Bond Ratings (sent to e-news list)	4362	25%	1%
Alameda CTC Average	All Constant Contact E-mails		29%	17%
Alameda CTC Average	All E-mail Sent last 3 months (11/13-1/14)		28%	24%
Industry Average	Government Agency		24%	13%
Industry Average	Transportation		20%	13%
Industry Average	Travel/Tourism		18%	11%

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Industry Averages: How do you Compare?

Here's a list of what current Constant Contact business owners are seeing for open, bounce, click-through and unsubscribe rate averages. Think you could be doing better? Here are a few ways to [improve your rates](#).

Business Type	Avg. Open Rate	Avg. Bounce Rate	Avg. Click-Through Rate	Unsubscribe Rate
Accountant/ Financial Advisor	15.50%	10.13%	12.26%	0.19%
Art Galleries/Museums	24.66%	10.47%	10.39%	0.24%
Business products & services	15.11%	9.85%	11.93%	0.21%
Communications	17.29%	8.56%	16.78%	0.13%
Consultant	15.27%	11.21%	10.86%	0.21%
Crafts	24.60%	6.22%	20.98%	0.16%
Education & Services	20.53%	8.98%	12.59%	0.18%
Entertainment	16.14%	8.42%	10.40%	0.18%
Event Planner	17.19%	10.41%	11.34%	0.26%
Franchise	15.05%	10.10%	7.52%	0.34%
Government agency	23.58%	9.32%	13.23%	0.17%
Hotel, Inn, B&B	20.59%	9.35%	10.69%	0.47%
Legal services	20.29%	12.21%	11.31%	0.25%
Manufacturing & Distribution	19.35%	11.47%	12.31%	0.28%
Marketing/PR	13.25%	10.29%	11.31%	0.16%
Medical Services	18.29%	10.06%	11.19%	0.32%
Non Profit - Arts	23.44%	12.14%	9.22%	0.27%
Non Profit - Education	20.38%	9.08%	12.85%	0.19%
Non Profit - Health	18.27%	9.89%	11.56%	0.32%
Non Profit - Other	22.54%	10.12%	11.52%	0.19%
Non Profit - Religious Org	24.84%	7.67%	9.33%	0.12%
Office Supplies	15.38%	6.10%	10.23%	0.21%
Other	18.45%	9.27%	14.96%	0.20%
Personal Services	19.82%	10.14%	12.11%	0.34%
Professional Services	16.49%	10.56%	11.42%	0.27%
Publishing	18.49%	9.64%	21.55	0.12%
Real Estate	17.50%	12.86%	9.83%	0.22%
Restaurant, Bar, Caterer	18.97%	10.0%	6.01%	0.31%
Retail	18.13%	7.01%	14.42%	0.22%
Salon & Spa	17.69%	12.44%	6.47%	0.38%
Sports & Recreation	19.35%	9.24%	12.15%	0.25%
Technology	16.10%	12.33%	10.70%	0.25%
Transportation	19.50%	9.36%	12.51%	0.34%
Travel and tourism	18.29%	10.30%	10.79%	0.22%
Unknown	17.49%	10.45%	12.42%	0.22%
Web Developer	16.84%	8.44%	15.56%	0.16%

Open Rate: The percentage of recipients who opened an email.

Bounce Rate: The percentage of contacts that did not receive an email.

Click-through rate: The percentage of recipients who clicked at least one link within an email.



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media format	size	recommended quantity	4 week rate card	4 week net investment	Per Unit Rate	4 week impressions/circulation
AC Transit						
Bus King	30"H x 144"W	90	\$86,400	\$54,000	\$600	10,094,000
Bus Queen	30"H x 88"W	90	\$45,900	\$36,000	\$400	10,094,000
Bus Tail	21"H x 70"W	90	\$35,100	\$27,000	\$300	8,660,000
Bus Interior Card	11"H x 28"W	225	\$9,000	\$4,500	\$20	1,197,000
BART (targeted station)						
Interior Cards	21"H x 21"W	165	\$29,700	\$20,625	\$125	4,586,806
2-Sheet Poster	46"H x 60"W	1	\$1,200	\$700	\$700	n/a
Station King	30"H x 144"W	1	\$2,400	\$1,200	\$1,200	n/a
Backlit Diorama	varies	1	\$2,400	\$1,200	\$1,200	n/a

A proposal does not secure space.
 Space can only be secured with a written contract.
 All space is subject to prior sale.
 Rates expire after 30 days.

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2014 CWC Annual Report Proposed Publications Costs

Affiliation	Newspaper	2013 Alameda CTC Page Views	2013 Click-throughs** from Online Media Banners	2013 Cost (Print)	2013 Cost (Web)	Final 2013 Costs	2014 Newspaper Circulation	2014 Alameda CTC Page Views	2014 Click-throughs** from Online Media Banners	Proposed 2014 Cost (Print)	Proposed 2014 Cost (Web)	Estimated 2014 Costs
Alameda CTC	www.AlamedaCTC.org	292	13	\$0.00	\$0.00	\$0.00				\$0.00	\$0.00	\$0.00
AC Transit	Ad Cards above the windows along the length of the bus					\$0.00				\$0.00		\$0.00
Asianweek	www.asianweek.com - web banner only (linked to the English version)	42,972			\$336.00	\$336.00					\$336.00	\$336.00
Bay Area NewsGroup - East Bay	Alameda Times Star, Argus, Daily Review, Oakland Tribune (delivered to Oakland, Hayward, Alameda, and Fremont), Times Herald Weekly, Tri-Valley Herald Online: insidebayarea.com	324,555	115	\$7,077.00	\$3,000.00	\$10,077.00				\$7,077.00	\$3,000.00	\$10,077.00
Bay Area NewsGroup Hills Newspapers	Montclairion, ElCerrito, Berkeley Voice, Piedmonter, Alameda Journal			\$1,134.00		\$1,134.00				\$1,134.00		\$1,134.00
East Bay Express	East Bay Express (delivered to Alameda, Albany, Berkeley, Emeryville, Oakland, Piedmont, San Leandro) Online: eastbayexpress.com	60,000	30	\$1,800.00	\$300.00	\$2,100.00				\$1,890.00	\$315.00	\$2,205.00
The Independent	The Independent - Livermore, Pleasanton, Dublin, and Sunol			\$1,333.08		\$1,333.08				\$1,333.08		\$1,333.08

*Page Views: The number of times a user visits a newspaper webpage
 **Click-throughs: The ability to click on the Alameda CTC report from the media banner advertisement
 Orange indicates prices quoted from last year, since media did not submit a response

2014 CWC Annual Report Proposed Publications Costs

Affiliation	Newspaper	2013 Alameda CTC Page Views	2013 Click-throughs** from Online Media Banners	2013 Cost (Print)	2013 Cost (Web)	Final 2013 Costs	2014 Newspaper Circulation	2014 Alameda CTC Page Views	2014 Click-throughs** from Online Media Banners	Proposed 2014 Cost (Print)	Proposed 2014 Cost (Web)	Estimated 2014 Costs	
Patch News/AOL Publications in Alameda County	Alameda	115,000			\$112.08	\$112.08					\$112.08	\$112.08	
	Albany	90,000			\$152.62	\$152.62					\$152.62	\$152.62	
	Berkeley	65,000			\$151.92	\$151.92					\$151.92	\$151.92	
	Castro Valley	70,000			\$96.00	\$96.00					\$96.00	\$96.00	
	Dublin	65,000			\$112.08	\$112.08					\$112.08	\$112.08	
	Fremont	80,000			\$115.92	\$115.92					\$115.92	\$115.92	

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2014 CWC Annual Report Proposed Publications Costs

Affiliation	Newspaper	2013 Alameda CTC Page Views	2013 Click-throughs** from Online Media Banners	2013 Cost (Print)	2013 Cost (Web)	Final 2013 Costs	2014 Newspaper Circulation	2014 Alameda CTC Page Views	2014 Click-throughs** from Online Media Banners	Proposed 2014 Cost (Print)	Proposed 2014 Cost (Web)	Estimated 2014 Costs
	Livermore	260,000			\$112.08	\$112.08					\$112.08	\$112.08
	Newark	85,000			\$115.92	\$115.92					\$115.92	\$115.92
	Piedmont	50,000			\$189.90	\$189.90					\$189.90	\$189.90
Patch News/AOL Publications in Alameda County	Pleasanton	175,000			\$112.08	\$112.08					\$112.08	\$112.08
	San Leandro	75,000			\$96.00	\$96.00					\$96.00	\$96.00
	Union City	57,000			\$115.92	\$115.92					\$115.92	\$115.92
	Union City Daily Newsletter	3,481	1		\$49.98	\$49.98					\$49.98	\$49.98

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2014 CWC Annual Report Proposed Publications Costs

Affiliation	Newspaper	2013 Alameda CTC Page Views	2013 Click-throughs** from Online Media Banners	2013 Cost (Print)	2013 Cost (Web)	Final 2013 Costs	2014 Newspaper Circulation	2014 Alameda CTC Page Views	2014 Click-throughs** from Online Media Banners	Proposed 2014 Cost (Print)	Proposed 2014 Cost (Web)	Estimated 2014 Costs
Pleasanton Weekly	Pleasanton Weekly	58,478	61	\$959.10	\$200.00	\$1,159.10				\$978.00	\$200.00	\$1,178.00
Post Newsgroup	Oakland Post/EI Mundo (San Francisco Post, Berkeley Post, Richmond Post, South County Post and Marin).... The Spanish version will print in El Mundo for \$1,750.00		0	\$2,950.00		\$2,950.00				\$2,950.00		\$2,950.00
Tri-City Voice	Tri-City Voice - Fremont, Newark, Union City, Hayward, and Sunol		0	\$735.00		\$735.00				\$735.00		\$735.00
Vision Hispana	Vision Hispana		0	\$505.00		\$505.00				\$505.00		\$505.00
	Other Costs											
	Legal Notice of Public Hearing (Two new publications: Vision Hispana and Tri-City Voice)			\$748.69		\$748.69				\$862.90		\$862.90
	Publications Design			\$4,000.00		\$4,000.00				\$4,000.00		\$4,000.00
	Language 411 (translation from English to Chinese and Spanish); added translation for Post Newsgroup and Vision Hispana ads			\$1,825.76		\$1,825.76				\$1,825.76		\$1,825.76
	Autumn Press Printing for 1,000 full report and 2,000 flyers in full color			\$3,095.89		\$3,095.89				\$3,095.89		\$3,095.89
	Outreach mailing			\$298.09		\$298.09				\$350.00		\$350.00
TOTALS:		1,676,778	220	\$26,462	\$5,369	\$31,830				\$26,737	\$5,384	\$32,120
												\$290
												Difference between 2013 and 2014 Costs=

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Organizations in Constant Contact

(includes emails with no organization listed)

5.3

1 Earth Irrigation & Landscape	ACEX TECHNOLOGIES, Inc.
1st Class Laundry	ACGAN
2Plus2 Partners, Inc.	AchevaTech Consulting LLC
38067 temple way	ACQ OFFICE
3iSview	ACR Glass and Doors
3S Communications, Inc.	ACS, Inc.
511 Rideshare	ACT General Building Construction, Inc.
A & M Printing, Inc.	Action Alameda
A & S ENGINEERS, Inc.	Activant
A Concrete Company	ACUMEN BUILDING ENTERPRISE, Inc.
A.J.R. door Service, Inc.	Adion
A.M Plumbing	Adobe Associates, Inc.
AAT-Advanced Alarm Technology	Adrian Palma Engineering, Inc.
ABAG	Adrienne Wong Associates, Inc.
ABC - Golden Gate Chapter	AdServe
ABC Transportation	Advance Career Development
ABET	AE3 Partners
AC Transit	AECOM
ACC Environmental	AEKO Consulting, Inc.
ACCE Riders for Transit Justice	Aetypic
Access Northern California	Affiliated Computer Services, Inc.
Accurate Land Solutions	AFFINITEL COMMUNICATIONS
Accutech Auto Care	Affordable Housing Associates
Ace Iron, Inc.	Afgan Students Association
ACE Train, San Joaquin Regional Rail Commission	African American Business Council

Organizations in Constant Contact (cont'd)

Agbayani Construction Corporation	Alameda County Social Services Agency
AGS, Inc.	Alameda County Transportation Commission (Alameda CTC)
Ahtna Engineering Services	Alameda County Youth Development, Inc.
Al k Vista	Alameda Hospital
Aida	Alameda Journal
Alameda Chamber of Commerce	Alameda Korean Presbyterian
Alameda County	Alameda Multi-Cultural Community Center
Alameda County Area Agency on Aging	Alameda Rotary Club
Alameda County Bar Association	Alameda Sun
Alameda County BOS, District 1	Alameda Times/Star /BANG
Alameda County BOS, District 2	Alameda Unified School District
Alameda County BOS, District 3	Alan Kropp & Associates, Inc.
Alameda County BOS, District 4	Albany Chamber of Commerce
Alameda County BOS, District 5	Albany Senior Center
Alameda County Child Care Planning Council	Albany Unified School District
Alameda County Community Development Agency	ALBERT Y. SETO CORP.
Alameda County Community Food Bank	Albion Power Company
Alameda County Faith Initiative	Alcatraz Shade Shop
Alameda County Health - Nutrition Services	Aliquot Associates, Inc.
Alameda County Industries	Alko Office Supply
Alameda County Mayor's Conference	All American Rentals, Inc.
Alameda County Office of Education	All Star Staffing
Alameda County Public Works Agency (ACPWA)	Allen Temple Health & Social Services Ministries
Alameda County RCD	Alliance Engineering Consultants, Inc. (AEC)

Organizations in Constant Contact (cont'd)

Allied Packing & Supply, Inc.

Alpha Cleaning Services

Alta Planning + Design

Alta Vista Solutions

Alzheimer's Services of the East Bay

Amador Concrete

AMC Consulting Engineers, Inc.

AMC Consulting Engineers, Inc.

AMEC Geomatrix, Inc.

American Blinds & Draperies

American Building Service

American Federation of State, County,
and Municipal Employees, Local 57

American Indian Public Charter School

American Logistics

American Lung Association

American Society of Civil Engineers

Amicus Strategic Environmental Consulting

AMS Consulting, LLC

A-N West, Inc.

Anderson Drilling

Andregg Geomatics

Anil Verma Associates, Inc.

ANSE CONSULTING STRUCTURAL ENGINEERS

Anue Management Group, Inc.

Apex Testing Laboratories, Inc.

A-Plus Printer Services

APPLIED MATERIALS & ENGINEERING, Inc.

Applied Pavement Technology, Inc.

APSICM

AQUIFER SCIENCES, Inc.

Arc of Alameda County, The

ARCADIS-US

Archgate Consulting, Inc..

ArcMdd Manufacturing Corporation

Argus, The

A-R-M construction

Aroner, Jewel & Ellis Partners

Around Dublin Blog

Arrow Sign Company

ARUP

ASAP Quality Printing

Ascot Staffing

Asian American Association

Asian American Bar Association of the
Greater Bay

Asian American Journalist Association
(AAJA)

Asian and Pacific Islander Social Work
Association

Asian Community Mental Health Services

Asian Immigrant Women Advocates

Asian Pacific American Coalition (APAC)

Asian Pacific Environmental Network APEN

Organizations in Constant Contact (cont'd)

Asian Student Association	Backstorm, McCarley, Berry & Co. LLC
Asian, Inc. (Council of Asian American Business Associations)	Badger Daylighting
Assemblymember Rob Bonta	BAF Specialty, Inc..
Associated Press (AP) - San Francisco Bureau	Baines Group, Inc.
Associated Right of Way Services, Inc.	Ball, Inc.
Associatied Right of Way Services, Inc. (AR/WS)	Bancroft Uniforms
Association of Asian Pacific Community Health Organizations	Barclay Publishing
Association of Bay Area Governments (ABAG)	Barone Trucking Service, Inc.
Association of Latino Professionals in Finance and Accounting	BART
AT4 Local 192	BART Bicycle Accessibility Task Force (BBATF)
ATHALYE CONSULTING ENGINEERING SERVICES, Inc.	BART on 580
Athalye Consulting Engineering Services, Inc.	BART Warm Springs Extension
Atkins	Baseline Engineering
Audio Visual Traffic Signal	Baseline Environmental Consulting
Auriga Corporation	Basin Research Associates, Inc.
Automatic Entrances California	Bay Area Air Quality Management District (BAAQMD)
AVAR-SAS	Bay Area Black Journalists Association
Ave Solutions, Inc.	Bay Area Business RoundTable
AWAD & BARJOUND	Bay Area Concretes, Inc.
AXIS CONSULTING ENGINEERS	Bay Area Council
BACK ON TRACK	Bay Area Industry Education Council
	Bay Area Jewish Healing Center
	Bay Area Legal Aid
	Bay Area News Group (BANG)
	Bay Area Outreach & Recreation Program

Organizations in Constant Contact (cont'd)

Bay Area Reporter, The	Berkeley Zen Center
Bay Area Structural, Inc.	Berkeleyside
Bay Area Traffic Solutions, Inc.	Beyond the Headlines - KGO-TV
Bay Area Truck Stores, Inc.	BFS Realty
Bay Constuction Company	Bicycle Solutions
Bay East Association of Realtors	Biggs Cardosa Associates
Bay Equipment & Repair	Bike East Bay
Bay Localize	BIOMAAS
Bay Restorators Corp.	BizPie, Inc.
Bay Signs, Inc.	Bjork Construction Co., Inc.
Bay Trail	BKF ENGINEERS
Bay Wide Glass	Black Economic Council
BAYTECH WEB DESIGN	Black Social Workers Association
BE Graphics & Design	Black Student Union (BSU)
Beaman's, Inc.	Black Women Organized for Political Action (BWOPA)
Beliveau Engineering	Blaisdell & Songey, Inc.
Bellecci & Associates	Blaylock Robert Van, LLC
Bellrose Coffee	Bloomberg News - San Francisco Bureau
Berger, John J. - Environmental Consultant	Blue Spader, Incorporated
Berkeley Chamber of Commerce	BMcB + Co
Berkeley Chinese Students and Scholars Association	BMT International Security Services
Berkeley Community Media	BORP
Berkeley Daily Planet	Boy Scouts
Berkeley Patch	BOYLE ENGINEERING CORP.
Berkeley Police Department	Bridgetown Construction
Berkeley Redevelopment Agency	Brook West Engineering

Organizations in Constant Contact (cont'd)

Brown & Fesler, Inc.	California Pedestrian Advisory Committee
Bryant & Brown, A Professional Corporation	California Society of Professional Engineers - Golden Gate
B-Side Construction	California State Assembly
BSK Associates Engineers & Laboratories	California State Senate
Builders' Exchange	California Walks
Building and Construction Trades Council of Alameda	California Watch
Building Opportunities for Self Sufficiency (BOSS)	California Water Service
Burr Plumbing & Pumping, Inc.	CalPanda Engineering LLC
Buttrick Wong	Caltrans District 4
BYOG	CalTrop Engineering Corp
C & H CONSTRUCTION	CAMACHO COMMUNICATIONS
C T N	CAMBRIDGE SYSTEMATICS, Inc.
C. Rogers Plumbing	Campanil, The
C.B. Roadways, Inc.	Cantonese Student Association (CASA)
C2PM	Capitol Barricade, Inc.
C3M	Capture Technologies
CA Commercial Cleaning, Inc.	Carey & Co., Inc.
CA Senator Ellen M. Corbett	Carpenter/Robbins Commercial Real Estate, Inc.
California State Senate	CAS Financial & Construction
Cal Engineering & Geology, Inc.	Casek Construction
Cal Phase Construction	Castro Valley Adult School
Cal-Bay Construction, Inc.	Castro Valley Forum
California Engineering Contractors	Castro Valley Forum/East Bay Publishing
California League of Women Voters	Castro Valley Forum/San Leandro Times
California Nurses Association	Castro Valley Patch

Organizations in Constant Contact (cont'd)

Castro Valley Unified School District	CHAUDHARY & ASSOCIATES, Inc.
Castro Valley/Eden Area Chamber of Commerce	Chaves & Associates
CCU,INC	Chicano/Latino Graduation Committee
CD+A	Chinese People Union (CPU)
CDM Smith	CHOU'S IMAGE, Inc.
CE2 Corp	CHOW ENGINEERING, Inc.
CEECON Testing, Inc.	Christian Church Homes of Northern California
CEI	CHS CONSULTING GROUP
Cemex	Cinquini & Passarino, Inc.
Center for Accessible Technology	CirclePoint
Center for Collaborative Policy	CirclePoint
Center for Independent Living, Inc.	CIREdN
Cerda Zein Real Estate	Citizens for Neighborhood Integrity
Certified Minority Business Enterprise	City National Bank
CFC Sales and Supplies	City of Alameda
CGR MANAGEMENT CONSULTANTS	City of Alameda Bicycle Master Plan
CH2M Hill, Inc.	City of Alameda Planning Board
Chabot College TV Ch. 27	City of Albany
Chabot-Las Positas	City of Berkeley
Chamber Link, The	City of Clayton
Chandler Asset Management	City of Dublin
Changes to Come	City of Emeryville
Channel 2 News at 5 PM - KTVU-TV	City of Emeryville
Chapman Land Surveying, Inc.	City of Fremont
Charles Houston Bar Association	City of Hayward
Charter House Real Estate	City of Hayward - Public Works

Organizations in Constant Contact (cont'd)

City of Livermore	Collaborating Agencies Responding to Disasters (CARD)
City of National City	Columbia Electric, Inc
City of Newark	Commercial Steam Cleaning
City Of Oakland	Communications Technology Cluster
City of Oakland/Department of Human Services	Communities for a Better Environment
City of Orinda	Community Assistance for the Retarded & Handicapped
City of Piedmont	Community Design & Architecture, Inc.
City of Pleasanton	Community Resources for Independent Living (CRIL)
City of San Leandro	Comp Analysis, Inc.
City of Santa Rosa	Computer Technologies Program (CTP)
City of Sunnyvale	Conference of Minority Transportation Officials (COMTO)
City of Union City	Consolidated Engineering Laboratories
Civic Center Station - Office Leasing	Consolidated Environmental Group, Inc.
CJ Strategies	Construction Testing Services
CJC Trucking, Inc.	CONSULTING GROUP
Clark GeoTechnical, Inc.	CONTEC MICROELECTRONICS USA, Inc.
Clean Cut Landscape	Contra Costa Board of Supervisors
Clover Creek	Contra Costa Times
CMA	Contra Costa Transportation Authority
CMTS, Inc.	Convey
CNBC - Silicon Valley Bureau	Corbin Building, Inc.
Coastal Conservancy	CORDAX
Cofiroute USA	CORDOBA CONSULTING, Inc.
COGSTONE RESOURCE MANAGEMENT	Cornerstone
Cole Transportation Alternatives Consulting	
Colin Selig Sculpture	

Organizations in Constant Contact (cont'd)

Cornerstone Concilium
Corporation for Supportive Housing
Counts Unlimited, Inc.
County of Alameda
COVELLO GROUP, The
Creative Window Interiors, Inc.
Creegan + D'Angelo Engineers
CRITICAL SOLUTIONS
Crown Health Services
CSG Consultants, Inc.
Cumbre, Inc.
Curls Bartling PC
Cycles of Change
Cypress Hill Concrete, Inc.
D & M Traffic Services, Inc.
D & S Trucking LLC.
D. M. Figley, Inc.
D. Moore Consulting
Dabri, Inc.
Daily Californian, The
Daily Journal
Daily Review, The
Daily Review, The
Dakota Press, Inc.
Dan Peters Construction
Darryl Alexander & Associates, Inc.
DAVID EVANS AND ASSOCIATES, Inc.
David Widelock Landscape Design
Davillier-Sloan, Inc.
Davini & Co., Inc.
DCARA
Decon Environmental
Deets Electric
DeKay Demolition and Clearing, Inc.
Delaney Controls
DELCAN CORPORATION
Department of Motor Vehicles
DeSilva Gates Construction
Diamond Roc, Inc.
DIAMOND SAW CUTS FOUNDATIONS
DIAMOND TECHNOLOGY, Inc.
Diamond Tool & Die, Inc.
Diaz Yourman & Associates
Diaz, Diaz & Boyd, Inc.
Dillard Trucking
Direct Images Interactive, Inc.
Disability Rights California
Disability Rights Education and Defense
Fund (DRED)
Dixon Masonry/Spencer Masonry
DKS ASSOCIATES
DMJM + HARRIS
Doc Bailey Construction Equipment, Inc.

Organizations in Constant Contact (cont'd)

Donaldson Associates	East Bay Blue Print & Supply Company
Dotcom	East Bay Citizen
Dowling Associates, Inc.	East Bay Community Law Center
Downtown Oakland Senior Center	East Bay Economic Development Alliance (EDA)
Dragados USA, Inc.	East Bay Express
Duane R. Lewis	East Bay Glass Company
Dublin Chamber of Commerce	East Bay Housing Organization
Dublin CHP	East Bay Housing Organizations
Dublin San Ramon Services District (DSRSD)	East Bay Paratransit
Dublin Senior Center	East Bay Regional Park District
Dublin Unified School District	East Bay Women's Network
Dudell & Associates, Inc.	East West Bank
Duran Hogan Construction	Easter Seals Project ACTION
E2 Consulting Engineers, Inc.	Eastmont Builders
Eagle Electric, Inc. (Terry C. Morris Enterprises)	Easy Does It
EAGLE ENGINEERING CONSTRUCTION, Inc.	EB Publishing
Eandi Metal Works, Inc.	EBI
Earth Mechanics, Inc.	Ecology Center
Earth Tech	Econolite Traffic Engineering and Maintenance
Earthquake & Structures, Inc.	Economic & Planning Systems, Inc.
East Bay Asian Design Professionals	Economy Trucking Services, Inc.
East Bay Asian Local Development Corporation	Ecowang
East Bay Asian Local Development Corporation (EBALDC)	EDAW
East Bay Baptist Association	EDC SYSTEMS
	Eden Area ROP - Hayward Center

Organizations in Constant Contact (cont'd)

Eden I&R, Inc.	Environmental Science Associates
Eisen/Letunic	Environmental Vision
El Cerrito Patch	Enviro-Tech Electric Service
El Mundo	Environmental Management Services, Inc.
Elation Systems, Inc.	EPC CONSULTANTS, Inc.
Elcon Corporation	Episcopal Senior Communities
Eldridge Consulting	Equity Legal Services
Electro Imaging Systems (EIS)	Ernst & Young
Electronic Transaction Consultants	ESA
ELECTROSONIC SYSTEMS, Inc.	ESE CONSULTING ENGINEERS., Inc.
Elite Claims & Investigative Services	ETCI
ELMOBILE, Inc.	e-VentExe
EMC Research, Inc.	EVS Hollister
Emerge Financial Group	EVT Ch.27
Emeryville Chamber of Commerce	Ewald & Wasserman Research Consultants, LLC
Emeryville Property Owners Association (EPOA]	EXCEL Moving Services
Emeryville Transportation Management Association	F. E. Jordan Associates, Inc.
Emeryville Unified School District	F. Rodgers Corporation
Empire Engineering & Construction, Inc.	F.E. JORDAN ASSOCIATES, Inc.
ENERDYNE TECHNOLOGIES	F1 CONSULTING, Inc.
Energy-Lock, Inc.	FACILICORP
ENGEO, Inc.ORPORATED	Fairbank, Maslin, Maullin, Metz & Associates, Inc.
Engineered Soil Repairs, Inc.	Faith Network of the East Bay
Envirocom Communications Strategies, LLC	Faithful + Gould
Environmental Risk Communications, Inc.	FAITHS Program

Organizations in Constant Contact (cont'd)

FALCON INDUSTRIAL SUPPLY	Fremont Adult School
Family Service Counseling Center	Fremont Bank
Fanfa, Inc.	Fremont Chamber of Commerce
Fehr + Peers	Fremont Freewheelers
Fidelity Roof Company	Fremont Main Library
Filipino Bar Association of Northern California	Fremont Multi-Service Center
Filter Recycling Services, Inc.	Fremont Patch
Finance Staff, Inc.	Fremont Unified School District
Financial Times - San Francisco Bureau	Frontline Environmental
Finger Design, Inc.	Fruitvale-San Antonio Senior Center
Fingerprint Services Of America	FSB Core Strategies
First Southwest	Fugro West, Inc.
Flanders Heat & Air Systems, Inc.	Fullen Surveying & Mapping, Inc
Flatiron West, Inc.	Future Power Corp. (dba Energy Conservation Options)
FleetCare International/Focon, Inc.	G & L Supply, Inc.
Florence Kong	G&G Risk Management Consultants
FMG (Fonseca McElroy Grinding Co., Inc.)	G&M Assaefstgs, Inc.
FMG Architects	Gaines Construction
FOLC	Gallagher & Burk, Inc.
FORD GRAPHICS	Gallagher & Burke, Inc. & Brosamer Joint Venture
FORELUESESSER ENGINEERS., Inc.	Gallagher & Lindsey
Forum - KQED-FM	Gamaliel Foundation
Foster & Associates	GANNETT FLEMING, Inc.
Fred Finch Youth Center	Garcia and Associates
Fred T. Smith & Associates, Inc.	GARDEN Program
Freedman Tung & Sasaki	

Organizations in Constant Contact (cont'd)

gates+associates	Greater New Blessings Youth Services
Gayton Design	Green Clean A Scene, Inc.
GeoCADD Surveys	Green Translations, LLC
Geocon Consultants, Inc.	GreenGo Iron Desing, Inc.
Geolabs, Inc.	Greensmith, The
Get It Done	Ground Zone, LLC
Ghilotti Bros., Inc.	GSE Construction Co., Inc.
Ghilotti Construction Company, Inc.	Guardsman, The
GHIRARDELLI ASSOCIATES	Gujarati Cultural Association of the East Bay
Gibbs Law Group, P.C.	Hacienda Business Park Owners' Association
Gilcrest Management Svs.	Hands Helping Hands, Inc.
GJT, LLC	Hanna Group, The
GMG Systems, Inc.	Han's Construction
Go Green Transportation, Inc.	Hardboiled (hb)
Golden Associates	Harold L. Lee & Sons, Inc. Insurance Services
Golden Gate Bridge, Highway and Transportation Dis	HAROLD LOGWOOD & ASSOCIATES
Golden Gate Office Solutions	HARRIS & ASSOCIATES
Golden Gate Truck Center	Harris Design
Goring & Straja Architects, PC	Hatch, Mott, MacDonald
Government Staffing Associates	Haulaway Storage Containers
Grainger	Hausrath Economics Group
Granite Construction Company	Hayward Area Recreation & Park District
Graybar Electric Co., Inc.	Hayward Chamber of Commerce
Gray-Bowen	Hayward Demos Democratic Club
Great Communities Collaborative Local Partners	

Organizations in Constant Contact (cont'd)

Hayward Latino Business Roundtable	HQE, Inc.
Hayward Lions Club	HY Floor & Gameline Painting, Inc.
Hayward Pharmacy	Hycare, Inc.
Hayward Pipe & Supply Co., Inc.	ICE Safety Solutions
Hayward Rotary Club	ICF
Hayward Unified School District	ICx Transportation
HDR	Ignite Marketing
HEXAGON TRANSPORTATION CONSULTANTS, Inc.	Ilium Associates
Hill & Company Communications	Image X
Hill International	IMS
Hinderliter, de Llamas & Associates	In Brief
Hindu Community and Cultural Center	Independent, The
Hispanic Chamber of Commerce Alameda County	India-West
Hispanos Unidos de America (at Cal State East Bay)	Infiniti Engineering Contractor Corp.
Hixson & Associates	INFORMATIX, Inc.
HMHca	INFORTECH
HMM	Infortech Corporation
HNTB CORPORATION	INSAF
Hoge, Fenton, Jones and Appel, Inc.	Inside Bay Area
HOLMES & NARVER	Inspection Services, Inc.
Hong Lok Senior Center	Institute of Transportation Studies Library
House Of Carpets	Insulation Specialties, Inc.
Houston Services	Integral Protection, Inc.
HQE, Inc.	Integrated Sign Installations
	Integrated Systems and Infrastructure Solutions
	INTEGRATED TECHNOLOGIES

Organizations in Constant Contact (cont'd)

Intelligent Transportation Society of California	Jonas and Associates, Inc.
Intraline, Inc.	Jones & Stokes
IPA Planning Solutions	Jones Tile and Marble, Inc.
Ireland Engineering	Josephine's Janitorial & House Cleaning
Irene Nelson Design	Josephine's Professional Staffing, Inc.
Iris Environmental	Josh Santoro Trucking
Irish Construction	JPC
ISC Group, Inc.	J-Sei
ISDPlanning	JTS ENGINEERING CONSULTANTS
Island, The	Kal Krishnan Consulting Services
Iteris, Inc.	KALW-FM
J Powell & Associates	Kane & Associates
J&C Consulting Services, Inc.	Kaneko & Krammer Corp. (dba Koff & Associates, Inc.)
J. Lee Stickles	KATZ, OKITSU & ASSOCIATES
Jackson Recycling & Maintenance	KC Pierce & Associates
JACOBS ENGINEERING GROUP, Inc.	KCBS-AM (740 AM)
James Silva Construction	KDOW-AM (AM 1220)
Jane Kow & Associates	KDTV-14 Univision
Java Security Services, Inc.	Keep BART on 580
JCM Consulting	KELLCO Services, Inc.
JES Engineering, Inc.	Kenneth Pon, CPA
Jewish Community Center of the East Bay	Kerby Construction, Inc.
JG Engineers, Inc.	KEVIN HARPER, CPA
JMH Weiss, Inc.	Keystone Development Group, LLC
JoDog Safety Innovations	Keystone Security
John Northmore Roberts & Associates	KFOG, KSAN

Organizations in Constant Contact (cont'd)

KGO	KPIX TV
KGO TV - Ch. 7	KPOO
KGO-AM (News Talk AM 810)	KQED Radio
KGO-TV	KQED-FM
Kidango	KQED-TV
Kier & Wright Civil Engineers and Surveyors, Inc.	KR Surface Industries
Kiewit Pacific Co.	KRON TV
Kingston Contracting, Inc.	KRZZ FM
KIQI	KSQQ, KVTO, KVVN
Kitchell	KTVU Ch. 2
Kittelson & Associates	KYLD, K101, KISS (KISQ), KITA, KMEL, KFOX (KNEW),
KJM & ASSOCIATES	KZDG 1550 am
KKIQ	KZSF
KL Construction	L&L Goup AndeLE Construction
KLLC	L. Luster & Associates, Inc.
KLOK, KSJO & KCNL	L. S. Trucking, Inc.
KM Industrial	Labor Compliance and Monitoring Pro
KNN Public Finance	Lai & Associates
KNTV-TV	Lake Merritt Breakfast Club
KOFF bc ASSOCIATES, Inc.	Lakeshore Avenue Business Improvement District
KOHL	Lamphier-Gregory
Korean Community Center of the East Bay	Laney College
KORVE ENGINEERING	Laney Tower, The
Koutoubia	Lanlogic, Inc.
KPFA	Lanvantage, Inc.
KPFA-FM	

Organizations in Constant Contact (cont'd)

Larkin & Associates	Livermore Valley Chamber of Commerce
Latinos Unidos	Livermore Valley Joint Unified School District
Law Offices of J. Michael Hosterman	Living in the O
Le Rapport Group	Local Business and Contract Equity Services
Lea & Braze Engineering, Inc.	Lockwood, Andrews & Newnam, Inc.
Lead Staffing Corporation	Lohnes & Wright
League of Women Voters of the Bay Area	Los Reyes
Legal Assistance for Seniors	Lovitt & Associates
Leonidou & Rosin	LSA ASSOCIATES, Inc.
Level Construction Supply	LUSTER CONSTRUCTION MANAGEMENT
Liberty Fire Systems, Inc.	M. LEE CORPORATION
Lifelong Medical Care	M.A. Landscape
Lighthouse Welding	M2 Consultants., Inc.
Lighting & Watercon Supply	MacDonald-Bedford
Lions Center for the Blind	Macias Gini & O'Connell, LLP
Livermore Amador Valley Transit Authority (LAVTA)	Mack 5
Livermore Area Recreation and Park District (LARPD)	Madera County Transportation Authority
LIVERMORE AREA RECREATION AND PARK DISTRICT, RANGE	Mag Trucking
Livermore Chamber of Commerce	Magdave Associates, Inc.
Livermore Downtown, Inc.	Malachi Construction
Livermore Printers/Arts Unlimited	Malcolm Drilling Company, Inc.
Livermore Rotary Club, The	Management Consulting, LLC
Livermore Sanitation, Inc.	Mandela/WIST Training Center
Livermore Senior Center	Manor Bowl
	Marble City Company

Organizations in Constant Contact (cont'd)

Marble Granite Masters-MGM, Inc.
Marin Board of Supervisors
Marin County Transportation Authority
Marin Transit
Marina Community Center
Marion
Mark Thomas & Company, Inc.
MARKET
Marketing Department, The
Mason Tillman Associates, Ltd.
Masonic Home for Adults
Mass Mutual
Match Point Solutions
Materials Reuse
Mattos Equipment Transport
Maxx Metals
Mayor's Commission on Aging
Mayor's Commission on Persons with Disabilities
MBD, LLC
MCDOWELL CONSULTING, Inc.
McGraw-Hill Construction
MCGRAW-HILL CONSTRUCTION DODGE
McGuire & Hester
MCT Development & Construction
MDCI
Men of All Trades
Mendoza & Associates
MERCANTILE COMPANY
Mercedes Corbell Design & Architecture
Mercy Housing
Meridian Technical Services, Inc.
Metro Atlanta Chamber of Commerce
Metro W. Plastics
Metropolitan Transportation Commission (MTC)
Meyer Plumbing Supply
MEYER, MOHADDES, ASSOCIATES, Inc.
Meyers, Nave, Riback, Silver & Lilson
MFT CONSULTING ENGINEERS, Inc.
MGE Engineering
MGH Consulting, LLC
MIG
Minority Business Development Agency
Mira Solutions, Inc.
MMG, Inc.
MOBLEY & ASSOCIATES CONSULTING
Moffat & Nichol
Mon Café
Monroe & Son Trucking
Montclair Environmental Mgmt., Inc.
Moore Iacofano Goltsman, Inc.
MOSS, LEVY & HARTZHEIM
MULTECH ENGINEERING CONSULTANTS, Inc.

Organizations in Constant Contact (cont'd)

Museum on Main Street	Niles Groups, ACTC CWC
MV Transportation, Inc.	Ninyo & Moore Geotechnical Environmental Consultin
NAACP-Hayward and Oakland	NMC
Napa Board of Supervisors	Nolan Morrison Consulting
Napa County Transportation Planning Agency	Nolte Associates, Inc.
Napa Valley Materials	Noontime University
National Black MBA Association	North American Fence & Railing, Inc.
National Center for Employee Ownership	North Bay Seismic Design
National Council of Asian American Business Assoc.	North Berkeley Senior Center
NATIONAL DATA SERVICES	North Oakland Senior Center
National Security Industries	Northern CA Minority Supplier Development Council (NCMSDC)
NBT Construction	Northern California Playworks, Inc.
ND Technology	NORTHERN TRUCK & EQUIPMENT / NTE
NECA- N CA Chapter	NORTHGATE ENVIRONMENTAL MANAGEMENT, Inc.
Nelson Nygaard Consulting Associates	NOV Ameron
New Growth Landscape Maintenance Services	Novani
New Haven Adult School	Nu-Glass System
New York Life Insurance Company	O.C. Jones & Sons
Newark Chamber of Commerce	OAK ENGINEERING
Newark Library	Oakland African American Chamber of Commerce
Newark Unified School District	Oakland Asian Students (OASES)
Newbor	Oakland Black Caucus
NICHOLS CONSULTING ENGINEERS, CHTD.	Oakland Builders' Alliance
Nightingale Nursing	

Organizations in Constant Contact (cont'd)

Oakland Chinatown Chamber of Commerce

Oakland Local

Oakland Metro Reporter

Oakland Metropolitan Chamber of Commerce

Oakland North

Oakland Running Festival

Oakland Tribune/BANG

Oakland Unified School District Int'l Trade Transportation Logistics Academy

Oakland Vietnamese Chamber of Commerce

O'BRIEN-KREITZBERG

OCAMPO-ESTA CORPORATION

O'CONNOR CONSTRUCTION MANAGEMENT, Inc.

Office of Assemblymember Joan Buchanan, 16th District

Office of Assemblymember Nancy Skinner, 15th District

Office of Assemblymember Rob Bonta, 18th District

Office of Congressman Eric Swalwell, 15th District

Office of Council President Pro Tem Rebecca D. Kaplan

Office of the County Counsel

OGiC

Ohlone College

Ohlone Foundation

Ojo Technology, Inc.

OMNI-MEANS

On Lok

On Lok Lifeways

ONE STOP SERVICE

One Walnut Creek Center

One World Communications

OnTrack Scheduling, Inc.

Opal Quality Systems Management

OPC

Operation Dignity

Operations Multi-Modal

OPT, Inc.

OPTIBASE

Orcon Logistics, LLC

Organizations of Alameda Asians

OVERLAND PACIFIC & CUTLER, Inc.

Pace Supply Corporation

Pacheco Brothers Gardening, Inc.

Pacific Coast Laboratories

Pacific Legacy, Inc.orporated

Pacific Material Resources, Inc.

Pacific Muncipal Consultants

PACIFIC PROJECT MANAGEMENT

Pacific Thomas (dba Safe Storage)

Organizations in Constant Contact (cont'd)

PACIFICDCOLOR

PARAGON TRANSPORTATION SERVICES, Inc.

Parikh Consultants, Inc.

PARSONS

Parsons Brinckerhoff

Parsons Transportation group, Inc.

Partida Benefits & Insurance

Partnership for Children and Youth

Patel Associates

Patri Merker Architects

Patrick and Co.

PB Americas, Inc.

PBS&J

PBS&J (now an Atkins Co.)

PC Source

Peacemakers, Inc.

Peninsula Coalition

Peninsula Crane and Rigging

Peralta Colleges

Performance Contracting, Inc.

Performance Plus Plumbing

Peter Wolfe Landscape Architecture

Peterson Services, Inc.

PG&E

PGA Design, Inc.

PHA Transportation Consultants

Philip Henry Architecture

PIEDMONT PLANNING CONSULTANTS LLC

Piedmont Post

Piedmont Unified School District

Pile Drivers Local 34

Pilipino American Alliance (PAA)

Pinetree Ridge

Pinnacle Installations, Inc.

Pinnacle Petroleum, Inc.

Platinum Advisors

Pleasanton Chamber of Commerce

Pleasanton Downtown Association

Pleasanton Patch

Pleasanton Senior Center

Pleasanton Weekly

PLS Surveys, Inc.

PMW ENTERPRISES LLC

Port of Oakland

Post Newspaper

Powell and Partners, Architects

Power Personnel

Pozzolana Concrete

Preferred Properties of California

Prestige Protection

PRICE WATERHOUSE COOPERS

Principia Engineering

Organizations in Constant Contact (cont'd)

Pro Arts	RAJAPPAN & MEYER CONSULTING ENGINEERS, Inc.
PROACTIVE CM	
Proctor Trucking	Ramos Happy Yards
Professional Land Services	Randick, O'Dea & Tooliatos
PROTOinc	RAO Plumbing and Heating Contractors
ProxylT, Inc.	Ratcliff Architects
PSC ASSOCIATES, Inc.	Ray's Electric
PSI, Inc.	RAYTHEON ENGINEERS & CONSTRUCTORS
PSOMAS	RBF CONSULTING
Ptown Bike Advocates	RBW SD , Inc.
PTS Professional Telecommunications Services, Inc.	Red Top Electric Company, Emeryville, Inc.
Public Health Law and Policy	Red, Bike and Green
Public Policy Inst. Of California	Redwood Consulting Associates
Publications Design	REED CONSTRUCTION DATA
Punjabi Radio USA	Regional Alliance for Transit, SF Bay Area
Q-Architecture	Regional Center of the East Bay
Quadric Group	RESEARCH CONSULTANTS, LLC
Quest - KQED-TV	RESOLUTION MANAGEMENT CONSULTANTS, Inc.
QUESTA	Resources for Community Development
Quality Woodwork Installations	RGA Environmental
R&L Brosamer	RGM Consulting
R.L. Banks & Associates, Inc.	RGW Construction
Racontech, Inc.	Rideshare 511
Rail Surveyors & Engineers	RIGHT OF WAY SERVICES, Inc.
Rails to Trails Conservancy	Riverside County Transportation Commission

Organizations in Constant Contact (cont'd)

RMA Group	Rubain & Associates
RMT Landscape Contractors, Inc.	Ruggeri-Jensen-Azar & Associates
Rob Platt & Associates	S & C Engineers
Robert Jones & Assoc.	S KWOK ENGINEERS, Inc.
ROBERT LARSON & ASSOCIATES	S&M Engineering
Robert Washington Consulting	S&S Trucking
ROBERT Y. CHEW GEOTECHNICAL, Inc.	S. Kwok Engineers, Inc.
ROBINSON & ASSOCIATES	S.T. RHOADES CONSTRUCTION, Inc.
Rock Transport, Inc.	Sade Lok
Rockridge Geotechnical, Inc.	Safe Routes to School and Cycles of Change
RODRIQUES & SON PAINTING	SafeTREC UC Berkeley
Ron Rakich & Associates, Inc.	Salaber & Associates, Inc.
Rose Gate Assisted Living	SAMSAN CONSULTING
Rosendin Electric	SamTrans
Rotary Club of Alameda	San Francisco Bay Area Water Emergency Transportat
Rotary Club of Castro Valley	San Francisco Bay Conservation and Development Com
Rotary Club of FUN Sunset	San Francisco Business Times
Rotary Club of Livermore	San Francisco Chronicle
Rotary Club of Oakland	San Francisco Daily Journal
Rotary Club of Pleasanton	San Francisco Examiner
Rotary Club of Pleasanton North	San Francisco Multifamily Hub
Rotary Club of San Leandro	San Joaquin Council of Govt's
Royal Electric Company	San Jose Mercury News
Royston Hanamoto Alley & Abey	San Leandro Adult School
RPM Consutling	
RS Calibration Services, Inc.	

Organizations in Constant Contact (cont'd)

San Leandro BPAC	Santa Clara VTA Board of Directors
San Leandro Chamber of Commerce	Santa Maria & Co. & Ins. Services
San Leandro Chiropractic Center	Santoro Transportation, Inc.
San Leandro Citizen, Hayward Paratransit	Sasntos-Robinson Mortuary
San Leandro Downtown Association	Satellite Housing, Inc.
San Leandro Education Foundation	Save Mount Diablo
San Leandro Industrial Roundtable, SL Chamber	Save Our Hills
San Leandro Kiwanis	SC Engineers
San Leandro Kiwanis Club	Schmidt-Prescott Group, Inc.
San Leandro Latino Business Council	Schwagerie Realtors
San Leandro Latino Business Roundtable	SECURNY SERVICE, Inc.
San Leandro Patch	SEIDEL ARCHITECTS
San Leandro Planning Commissioner	Semaj, Inc. (dba Stanley Steemer)
San Leandro Rotary	Senator Loni Hancock
San Leandro Times/East Bay Publishing	Senior Helpline Services
San Lorenzo Village Vollunteers	Senior Services Foundation
San Mateo PCC	Senior Support Program of the Tri-Valley
San Mateo Transportation Authority	Sensys Networks, Inc.
San Ramon Patch	SF Muni
San Ramon Valley Times	SF Paratransit Broker
SANDAG	SF Weekly
SANDIS	SFMTA
Santa Barbara County Association of Governments (SBCAG)	Shaw Environmental & Infrastructure Group
Santa Clara Board of Supervisors	Shooter & Butts, Inc.
Santa Clara Valley Transportation Authority	Shundor & Associates, Inc.
	SIEMENS

Organizations in Constant Contact (cont'd)

Siemens ITS	South Hayward Community Festival
Sierra Club	Spaca, Inc.
Sierra Engineering Group	Spanish Speaking Unity Council
SignWorks, Inc.	Spectrum Lithograph, Inc.
Silicon Valley Iron Work, Inc.	Spectrum Services Group, Inc.
Silicon Valley Rock	Sperry Capital, Inc.
Silverado Contractors, Inc.	Spokemore Consulting
Silverman & Light, Inc.	Sposeto Engineering
Simon and Co., Inc.	Springline, Inc.
Sing Tao Daily	SPS ENGINEERS
Sing Tao News	St. Francis Electric
Skyline Displays Bay Area, Inc.	St. Mini Cab Corporation
SLORE	Staging Solutions Group
Small Business Exchange	STAND
Smart Growth America	Stantec Consulting Services
SMI	Starkweather Bondy Architecture LLP
Smith & Associates	Starzz Management Co., Inc.
Smith Denison Construction Company	State Farm Insurance
Society of Afghan Engineers	Statewide Traffic Safety & Signs, Inc.
Softinet, Inc.	Stephen V. Richardson Consulting
Solano County	Steven Grover & Associates
Solano Transportation Authority	Stop, Drop & Roll
Solar Holmes Construction	Strategic Economics, Inc.
SONIKA CORPORATION	Strecurt Group
Sonoma Co. Transportation Authority	Studio Blue Reprographics
South Berkeley Senior Center	Suarez & Munoz Construction, Inc.

Organizations in Constant Contact (cont'd)

Substructure Support, Inc.	Tera-Lite, Inc.
Sudden Sam's Trucking	Terno, Inc.
Sudha Dhandapani Consulting	TETRA TECH, Inc.
Summit Associates	The DTO (Downtown Oaktown)
Sunol Glen Unified School District	Thier PR
Superior Mechanical Services, Inc.	Thomas Dolan Architecture
Supervisor Chan	THOMSON TRANSPORTATION ENGINEERING, Inc.
Susan L. Lubeck, J.D.	Through the Looking Glass (TLG)
Swiam Biological, Inc.	Tifco Industries
Swinerton Management & Consulting, Inc.	Tile Plus, Inc.
Switchpoint Planning	Tipping Mar & Associates
SYNCHRONEX	titus
Synergistics, Inc.	TJKM Transportation Consultants
Systems Businessf	TLC WATCH, Inc.
T S R CONSTRUCTION COMPANY	Top Grade Construction
T. Y. Lin International	Topcon Positioning Systems
T.D.W. Construction, Inc.	TOWILL, Inc.
Talus Construction, Inc.	Townsend Management, Inc.
TBC Safety	Townsend Public Affairs, Inc.
Tebel, LLC	TPR Corp
TechConcepts, Inc.	Traffic Research Associates
TEECOM Design Group	TRAFFIC SOLUTIONS
Teichert Construction	Trans Pacific Geotechnical Consultants, Inc.
Telvent	TransAct
Telvent Farradyne, Inc.	Transbay Blog
Temescal Telegraph Business District	

Organizations in Constant Contact (cont'd)

Transbay Locksmiths	Tsao Design Group
TRANSDYN, Inc.	Tulare County Assoc of Governments
TransForm	Tutor Perini Corporation
Transmetro	TY Lin International
TranspoGroup	U.S. House of Representatives
Transportation Analytics	U.S. Senate
Transportation And Land Use Coalition	UC Berkeley
Transportation Infrastructure Group	UC Berkeley ASUC
Transportation Management & Design, Inc.	UC Berkeley Extension
TRANSTEC	UC Berkeley School of Journalism
TRC	Ultra Business Services
Trendcepts	Union City
Tri Valley Transportation Council (TVTC)	Union City Chamber of Commerce
TRIC Tools	Union City Construction
TriCity Voice	United Indian Nations, Inc.
Tri-City Volunteers	United Seniors of Oakland and Alameda County
Trimax Systems, Inc.	United Seniors of Oakland and Alameda County
Tri-Technic	University of California
Tri-Valley Chinese Bible Church	University of California Office of the President
Tri-valley Chinese Tomatoes	Urban Design Consulting Engineers
Tri-Valley Excavating Co, Inc.	Urban Ecology
Tri-Valley Housing Opportunity Center	Urban Habitat
Tri-Valley ROP	Urban Strategies Council
Tri-Valley Times	URS Corporation
TRS CONSULTANTS, Inc.	
TRS CONSULTANTS, Inc.	

Organizations in Constant Contact (cont'd)

UWA Electric Co.
V & A CONSULTING ENGINEERS
V N General Building Construction
V.E.M. General Engineering, Inc.
Valerie Brock Consulting
Valhalla Builders
VALI COOPER & ASSOCIATES, Inc.
Valley Community Bank
Valley Yellow Pages
VALOURE
VARGAS & CO.
Vavrinek, Trine, Day & Co
Verity Marketing Corp. dba Branding Boulevard
Vernazza Wolfe Associates, Inc.
Veterans Cab
VFMC
VIANOVUS, Inc.
Vibro-Acoustic Consultants
Vietnamese American Community Senior Center
Vintage Elevator Services
Vision Hispana
Vision That Moves Your Community
VSCE, Inc.
W&S Solutions
WA Home Owners Association
Walk Oakland Bike Oakland
Wall Street Journal - San Francisco Bureau
Wall Street Journal - San Francisco Bureau
WASHINGTON GROUP INTERNATIONAL
Washington Hospital
WATRY DESIGN, Inc.
Wayne Capers
WE GROUP, LLC.
WEISS ASSOCIATES
Wendel, Rosen, Black & Dean LLP
Wendy C. Horikoshi
Wente Vineyards
Wesley Construction, Inc.
West Berkeley Senior Center
West Coast Water & Trucking, Inc.
West County Times
West Oakland Senior Center
Western Pacific Signal, LLC
Western States Oil Co.
Western Traffic Supply, Inc.
Whidock & Weinberger Transportation., Inc.
Whistlestop, The
Wilbur Smith Associates
Willdan Financial Services
William Blair & Company
WILLIAM COMMUNICATIONS

Organizations in Constant Contact (cont'd)

WILLIAM KANEMOTO & ASSOCIATES

Williams Trucking

Williams, Adley & Company, LLP

WILSON ELECTRIC CO.

WILSON, IHRIG & ASSOCIATES, Inc.

Wine Group, Inc., The

Winning Strategies LLC

WMH Corporation

Women in Transportation

Wong's Intl

WOOD RODGERS, Inc.

Workforce, Inc.ubator

World Internet Marketing, Inc.

WRECO

W-Trans

Wyllie Enterprises

Y&C Transportation Consultants

Yano Accountancy Corporation

YCAT-C, Inc.

YEI Engineers, Inc.

Yolanda's Construction Administration &
Traffic Control

YOUR ALL DAY EVERYDAY

Youth Employment Partnership

ZINFI Technologies, Inc.

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2014 ALAMEDA COUNTY TRANSPORTATION COMMISSION PUBLIC OUTREACH ACTIVITIES

May - December (Planned)

Date	Event Name	Sponsor Agency/ Organization	Location	Time	Estimated Number of Attendees
Thursday, May 22, 2014	Annual Joint Chamber 2014 Business Expo	Berkeley Chamber Emeryville Chamber Albany Chamber	Double Tree Hotel, 200 Marina Boulevard, Berkeley, CA	4:30 - 7:30pm	300-400 attendees 50+ exhibitors
Wednesday, May 28, 2014	Tri-Valley City Council Meeting	City of San Ramon	San Ramon Country Club (San Ramon Golf Course at 9430 Firecrest Lane, San Ramon, CA (Firecrest & Alcosta Blvd)	6:30 - 8:30pm	Varies
Saturday, May 31, 2014	2014 Valor Games	Varies	Coast Guard Island Alameda, CA	9am - 12pm	Varies
Saturday, May 31, 2014	Cherry Festival	City of San Leandro	Downtown San Leandro - West Estudillo (nr historical Casa Peralta located at 384 West Estudillo Ave)	10am - 6pm	Varies
Tuesday, June 03, 2014	Berkeley Farmers' Market - South Berkeley	Ecology Center	Adeline Street and 63rd Street	2 - 6:30pm	Varies
Wednesday, June 04, 2014	City Center Summer Sounds Concert	City Center	Downtown Oakland, City Center	12 - 1pm	Varies
Wednesday, June 04, 2014	Albany Farmer's Market	Ecology Center	Solano @ San Pablo	3 - 7pm	Varies
Friday, June 06, 2014	Four Seasons of Health Expo	Tri-City Elder Coalition and City of Fremont	Fremont Senior Multi-Service Center, 40086 Paseo Padre Parkway, Fremont, CA	9-1 pm	200
Saturday, June 07, 2014	Berkeley Farmers' Market - Downtown	Ecology Center	Center Street @ M. L. King, Jr. Way	10am - 3pm	Varies
Monday, June 09, 2014	Oaklavia	Love Our Lake	Lake Merritt	11am - 4pm	Varies
Wednesday, June 11, 2014	Caregivers' Resource Fair	Eden Medical Center - Castro Valley Hospital	Eden Medical Center - Castro Valley Hospital, 20101 Lake Chabot Road, 2nd Floor, Castro Valley, CA	6 - 7pm	100
Thursday, June 12, 2014	FUN Sunset Rotary Club - Fremont, Union City and Newark	FUN Sunset Rotary Club	Crown Plaza Hotel 32083 Alvarado-Niles Union City, CA 94587	7 - 9pm	Varies
Wednesday, June 18, 2014	APBP Webinar: Calming Arterial Streets for Safer Walking and Cycling	Alameda CTC/APBP	Alameda CTC 1111 Broadway, Suite 800 Oakland, CA 94607	12-1pm	25

2014 ALAMEDA COUNTY TRANSPORTATION COMMISSION PUBLIC OUTREACH ACTIVITIES

May - December (Planned)

Date	Event Name	Sponsor Agency/ Organization	Location	Time	Estimated Number of Attendees
Thursday, June 19, 2014 (Senior Days: June 19, June 26 & July 3)	Alameda County Fair Senior Day	Wheels/LAVTA, City of Pleasanton Senior Center, Alameda CTC	Pleasanton, CA	1pm - 5pm	25000
Saturday, June 21, 2014	Tropics Senior Resource Fair	Millennium Housing, SPARC, Inc.	Tropics Mobile Home Park, 33000 Almaden Boulevard, Union City, CA	11 - 1:30pm	275
Wednesday, June 25, 2014	Fremont Chamber of Commerce - Gov't Affairs	Fremont Chamber of Commerce	39488 Stevenson Place, Ste 100 Fremont, CA	7:45 - 9am	Varies
Thursday, June 26, 2014 (Senior Days: June 19, June 26 & July 3)	Alameda County Fair Senior Day	Wheels/LAVTA, City of Pleasanton Senior Center, Alameda CTC	Pleasanton, CA	1pm - 5pm	25000
Wednesday, July 02, 2014	City Center Summer Sounds Concert	City Center	Oakland, City Center	12 - 1pm	Varies
Wednesday, July 02, 2014	1st Wednesdays Street Party	Pleasanton Downtown Association	Main Street btw Del Valle Parkway to Bernal Avenue	6 - 9pm	25,000+
Thursday, July 03, 2014	Hayward Chamber of Commerce - TEP presentation	Hayward Chamber of Commerce	Chamber Offices 22561 Main St, Hayward, CA 94541	7:45 - 9:45am	15+
Thursday, July 03, 2014 (Senior Days: June 19, June 26 & July 3)	Alameda County Fair Senior Day	Wheels/LAVTA, City of Pleasanton Senior Center, Alameda CTC	Pleasanton, CA	1pm - 5pm	25000
Saturday, July 12, 2014	Newark 2014 Annual SummerFest	Newark Chamber of Commerce	2086 Newpark Mall Newark, CA 94560	10:00 am to 6:00 pm	5000
Wednesday, July 16, 2014	APBP Webinar: From Fast to Safer: Best Practices Where Road Speeds Change	Alameda CTC/APBP	Alameda CTC 1111 Broadway, Suite 800 Oakland, CA 94607	12 - 1pm	25
Thursday, July 17, 2014	Healthy Living Festival	USOAC	Oakland Zoo 9777 Golf Links Road Oakland, CA	8am - 2pm	500+
Thursday, July 17, 2014	Downtown Hayward Street Parties	Hayward Chamber of Commerce	A & B Street	5:30 - 8:30pm	15000+
Saturday, July 26, 2014	PedalFest	Jack London Square, East Bay Bicycle Coalition, Walk Oakland Bike Oakland	Jack London Square	11am - 8pm	20,000
Saturday, July 26, 2014	Alameda Park Street Art & Wine Faire	Park Street Business Association	Park Street, Alameda CA	10am - 6pm	10000+

2014 ALAMEDA COUNTY TRANSPORTATION COMMISSION PUBLIC OUTREACH ACTIVITIES

May - December (Planned)

Date	Event Name	Sponsor Agency/ Organization	Location	Time	Estimated Number of Attendees
Saturday, August 02, 2014	Fremont Festival of the Arts - Business Alley	Fremont Chamber of Commerce	State Street btw Capitol Ave and Beacon Street (subject to change)	10 am - 6pm	385,000+
Sunday, August 03, 2014	Fremont Festival of the Arts - Business Alley	Fremont Chamber of Commerce	State Street btw Capitol Ave and Beacon Street (subject to change)	10 am - 6pm	385,000+
Wednesday, August 06, 2014	City Center Summer Sounds Concert	City Center	Oakland, City Center	12 - 1pm	Varies
Saturday, August 16, 2014	Health Fair	Allen Temple Baptist Church	Allen Temple Baptist Church 8501 International Boulevard Oakland, CA 94621	10 - 3pm	100
Saturday, August 16, 2014	Hayward Zucchini Festival	Hayward	Kennedy Park 19501 Hesperian Blvd (new A Street) Hayward CA	10am - 8pm	15000
Sunday, August 17, 2014	21st Festival of India Festival of Lights - Diwali Mela 2013		39439 Paseo Padre Parkway Fremont, CA 94536 (at Paseo Padre and Walnut Ave.)	11am - 11pm	25,000+
Wednesday, August 20, 2014	APBP Webinar: Transform Bicycling and Walking Outside the Urban Context	Alameda CTC/APBP	Alameda CTC 1111 Broadway, Suite 800 Oakland, CA 94607	12-1pm	25
Thursday, August 21, 2014	Downtown Hayward Street Parties	Hayward Chamber of Commerce	A & B Street	5:30 - 8:30pm	15000+
Saturday, August 23, 2014	Oakland Chinatown Streetfest	Oakland Chinatown Chamber of Commerce	388 9th Street Oakland, CA	10am - 5:30pm	90000
Sunday, August 24, 2014	Caltopia 2014	UC Berkeley	UC Berkeley Recreational Sports Facility (RSF), 2301 Bancroft Way, Berkeley, CA 94720-4420	10am - 4pm	30,000
Monday, August 25, 2014	Caltopia 2014	UC Berkeley	UC Berkeley Recreational Sports Facility (RSF), 2301 Bancroft Way, Berkeley, CA 94720-4420	10am - 4pm	30,000
Wednesday, September 03, 2014	Las Positas College Town Hall Meeting	Las Positas College	3000 Campus Hill Drive Livermore CA 94551-7623	TBD	unknown
Wednesday, September 03, 2014	City Center Fall Music Series	City Center	Oakland, City Center	12 - 1pm	Varies
Wednesday, September 03, 2014	Green Scene Fair	City of Pleasanton	Hacienda West 3825-3875 Hopyard Road Pleasanton, CA	6 - 9pm	Varies

2014 ALAMEDA COUNTY TRANSPORTATION COMMISSION PUBLIC OUTREACH ACTIVITIES

May - December (Planned)

Date	Event Name	Sponsor Agency/ Organization	Location	Time	Estimated Number of Attendees
Thursday, September 04, 2014	Dublin Chamber of Commerce - Economic Development Committee	Dublin Chamber of Commerce	Chamber Offices 7080 Donion Way Dublin, CA	8 - 10am	Varies
Wednesday, September 10, 2014	Grizzly Peak Cyclists	Bike East Bay	1419 McGee Ave, Berkeley, CA	7:15pm	Varies
Friday, September 12, 2014	Health Screening and Resource Fair	E. E. Cleveland Manor	2611 Alvingroom Court Oakland, CA 94605	10 - 1pm	100
Sunday, September 14, 2014	Solano Avenue Stroll	Solano Avenue Association	Solano Avenue in Berkeley	10am - 6pm	20000+
Friday, September 19, 2014	San Leandro Senior Resource Fair	City of San Leandro	San Leandro Senior Community Center 13909 E. 14th Street, San Leandro, CA 94578	10 - 1 pm	300
Saturday, September 20, 2014	9th Annual Ethiopian New Year Celebration	Ethiopian Community and Cultural Center (ECCC)	Mosswood Park, 3612 Webster Street, Oakland, CA 94609	12 - 7pm	2500
Wednesday, September 17, 2014	APBP Webinar: Optimize Signals for Pedestrians and Bicyclists	Alameda CTC/APBP	Alameda CTC 1111 Broadway, Suite 800 Oakland, CA 94607	12-1pm	25
Saturday, September 20, 2014	Berkeley Farmers' Market - Downtown	Ecology Center	Center Street @ M. L. King, Jr. Way	10am - 3pm	Varies
Saturday, September 20, 2014	Newark Days Community Information Faire	Newark Community Center	Newark Blvd and Cedar	12 - 4pm	10,000+
Wednesday, October 01, 2014	City Center Fall Music Series	City Center	Oakland, City Center	12 - 1pm	Varies
Saturday, October 04, 2014	Science in the Park - BikeMobile	Supervisor Richard Valle and Hayward Area Recreation And Park District	Alden E. Oliver Sports Park, 2580 Eden Park Place Hayward, CA	9am - 4pm	5,000+
Saturday, October 04, 2014	Oaktobberfest/ BikeMobile	Dimond District Association	Dimond District	11am - 6pm	20,000
Tuesday, October 07, 2014	Healthy Lifestyle and Fitness Faire	Newark Senior Center	Silliman Activity Center 6800 Mowry Avenue Newark, CA	9 - 12pm	200
Wednesday, October 08, 2014	City Center Fall Music Series	City Center	Oakland, City Center	12 - 1pm	Varies

2014 ALAMEDA COUNTY TRANSPORTATION COMMISSION PUBLIC OUTREACH ACTIVITIES

May - December (Planned)

Date	Event Name	Sponsor Agency/ Organization	Location	Time	Estimated Number of Attendees
Sunday, October 12, 2014	Sunday Streets Berkeley	Livable Berkeley	Downtown Berkeley	11 - 4 pm	43,000
Wednesday, October 15, 2014	City Center Fall Music Series	City Center	Oakland, City Center	12 - 1pm	Varies
Wednesday, October 15, 2014	APBP Webinar: Design Treatments to Transition from Trails to Roadways	Alameda CTC/APBP	Alameda CTC 1111 Broadway, Suite 800 Oakland, CA 94607	12-1pm	25
Friday, October 17, 2014	Mobility Workshop	Alameda CTC	Location TBD	9:30-3:30pm	100
Sunday, October 19, 2014	Wheels for Meals Ride - 6th Annual	Alameda County Meals on Wheels	Shadow Cliffs Regional Park (Lakeside Picnic Area) 2500 Stanley Boulevard Pleasanton, CA	10:30-4 pm	1200
Wednesday, October 22, 2014	City Center Fall Music Series	City Center	Oakland, City Center	12 - 1pm	Varies
Tuesday, October 28, 2014	Berkeley Farmers' Market - South Berkeley	Ecology Center	Adeline Street and 63rd Street	2 - 6:30pm	Varies
Wednesday, October 29, 2014	City Center Fall Music Series	City Center	Oakland, City Center	12 - 1pm	Varies
Saturday, November 01, 2014	Día de los Muertos/ BikeMobile	Unity Council	Fruitvale Village and BART parking lots at 12th St. btw 33rd and 37th Streets, Oakland, CA	10:00 am to 5:00 pm	60,000+
Wednesday, November 19, 2014	APBP Webinar: E-bikes, Electric Assist Bikes and Transportation Policy	Alameda CTC/APBP	Alameda CTC 1111 Broadway, Suite 800 Oakland, CA 94607	12-1pm	25
Wednesday, December 17, 2014	APBP Webinar: Getting to Better Outcomes from Public Engagement	Alameda CTC/APBP	Alameda CTC 1111 Broadway, Suite 800 Oakland, CA 94607	12-1pm	25

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Citizens Watchdog Committee Issues Identification Process

Summary

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

CWC Responsibilities

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

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

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

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

Review Process

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

CWC Issues Identification Process

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

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

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

Resources for CWC (not inclusive)

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

CITIZENS WATCHDOG COMMITTEE ISSUES FORM

Alameda County Transportation Commission (Alameda CTC)
1111 Broadway, Suite 800
Oakland, California 94607
Voice: 510-208-7400 Fax: 510-893-6489

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

Date: _____

Name: _____

Email Address: _____

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

Agency's Phone Number: _____

Agency's Address: _____

City _____ Zip Code: _____

Which one of the following Measure B expenditures is this concern related to (please check one):

- Capital Project
- Program
- Program Grant
- Administration

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

PROCESS: _____

PROTECTION _____

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



Memorandum

10.1

1111 Broadway, Suite 800, Oakland, CA 94607 • PH: (510) 208-7400 • www.AlamedaCTC.org

DATE: June 2, 2014

SUBJECT: FY 2012-2013 Measure B and Vehicle Registration Fee Program Compliance Reports

RECOMMENDATION: Review FY 2012-2013 Measure B Program Compliance Reports and the exemption requests from the Timely Use of Funds Policy.

Summary

The Master Programs Funding Agreement (MPFA) requires all recipients of Measure B Direct Local Program Distribution funds to submit a compliance report and Audited Financial Statement to Alameda CTC annually. These reports document Measure B Direct Local Program Distribution revenues and expenditures of the \$64.8 million of Measure B funds for programs that fund locally prioritized bicycle and pedestrian, streets and roads, mass transit, and paratransit programs in Alameda.

The MPFA's Timely Use of Funds and Reserve Fund Policies strengthen the requirements for agencies to expend the available funds and will result in a lower balance of unexpended funds. In order to meet the requirements of the MPFA, an implementation plan detailing a plan to utilize unexpended balance consistent with the Timely Use of Funds Policy is required through the compliance reporting process. The Timely Use of Funds Policy dictates that Measure B funds must be spent expeditiously, and limits the unexpended funds allowed beyond those included in allowable reserves.

To guide the administration of the Direct Local Program Distribution funds program, the Commission approved the Measure B Compliance Reserve Policies and Monitoring Procedures in October 2013 that provided further detail regarding the approach towards implementing the MPFA's provisions. This document defines approval processes for unexpended annual balances of the Planned Projects and Capital Fund Reserves at the Timely Use of Fund milestones and any actions (administrative or formal) that may be required. The policy supports the expeditious expenditure of reserve balances, and defines the review process for recipients that may have unexpended fund balances.

For the Fiscal Year 2012-13 reporting year, all Measure B recipients submitted compliance reports and audited financial statements that complied with the MPFA requirements. From this information, the Alameda CTC prepared a Measure B Compliance Summary Report

that describes the FY 2012-13 Direct Local Program Distributions and year's expenditures on Alameda County's transportation system (Attachment A).

Background

Since the 2000 Measure B sales tax collections began on April 1, 2002, Alameda CTC has distributed approximately \$640.0 million in Measure B Direct Local Program Distribution to twenty eligible jurisdictions in Alameda County through June 2013. In FY 2012-13 Measure B generated approximately \$115 million in net revenues, of which approximately 60 percent is provided directly to 20 jurisdictions as Direct Local Program Distribution funds for bicycle and pedestrian, local transportation (streets and roads), mass transit, and paratransit programs. Approximately \$64.8 million was distributed to eligible jurisdictions as Direct Local Program Distribution funds in FY 2012-13 to the following specific programs:

	Millions
Local Transportation (Streets and Roads) Program	\$ 25.7
Mass Transit Program	\$ 24.4
Paratransit Programs	\$ 10.4
Bicycle and Pedestrian Program	\$ 4.3

MPFA and Reporting Requirements

In spring 2012, Measure B Direct Local Program Distribution recipients entered into a new MPFA with Alameda CTC. The MPFA and its associated Implementation Guidelines outlined the Direct Local Program Distributions, eligible expenditures, recipient reporting requirements, and policies on the timely use of funds and establishment of fund reserves. The Timely Use of Funds and Reserve Fund Policies strengthen the requirements for agencies to expeditiously expend the available funds and will result in a lower balance of unexpended funds.

Each year, Measure B recipients are required to submit audited financial statements and compliance reports to Alameda CTC. These reports describe the Measure B Direct Local Program Distribution fund revenues and expenditures for the four Measure B programs (bicycle/pedestrian, local transportation (streets and roads), mass transit, and paratransit). The compliance reports also capture Measure B recipients' annual reporting deliverables including reports on:

- Number of road miles served within the agency's jurisdictions
- Publication of a newsletter article
- Website coverage of Measure B/VRF usage and benefits
- Documentation of project signage
- Current Pavement Condition Index for the agency's roadways
- Confirmation on Complete Streets Policy Adoption by June 2013
- Implementation plan using fund balance and projected annual revenue

For FY 2012-13, the Audited Financial Statements of the jurisdictions' revenues and expenditures, were due to Alameda CTC on December 27, 2013, and the compliance reports were due on December 31, 2013. Jurisdictions reported revenues and expenditures of Measure B grant funds, in addition to Measure B Direct Local Program Distributions funds, to provide a comprehensive picture of overall usage of funds.

In January 2014, Alameda CTC staff, in collaboration with the Citizens' Watchdog Committee (CWC) reviewed the audited financial statements and compliance reports submitted by the jurisdictions. From this review, Alameda CTC staff sent Request for Information letters to all the jurisdictions to confirm their compliance status, gather additional information on reported expenditures, and clarify fund reserve implementation plans. All 20 agencies/jurisdictions responded with additional information and updated their reports.

Alameda CTC staff prepared comprehensive Measure B compliance summary reports that describe Alameda CTC Direct Local Program Distribution and expenditures in FY 2012-13. The compliance summary reports also summarize the jurisdictions' planned expenditures and reserve designations for the unexpended Measure B/VRF funds. The Measure B report provides an overview of the revenues and expenditures for the bicycle/pedestrian, local transportation (local streets and roads), mass transit, and paratransit programs.

The FY 2011-12 Compliance Report process was the first year of implementing the new MPFA and the Timely Use of Funds policy. The FY 2012-13 Compliance Report is the second year, which now includes monitoring the projects identified to be completed from the FY 2011-12 process. Overall the Measure B fund balance has been reduced by over 10% and further reductions are projected over the next few years. The Timely Use of Funds Policy also includes a Capital Reserve fund which involves a multi-year window for expenditure. Based on the structure of this reserve, we expect the balance of unexpended funds to continue to drop through FY 2015-16 (based on the 4 year "window" of expenditure requirement). FY 2011-12, the first year of the reserve requirements, had an initial large balance (\$41.9 million) with the 2012-13 reports only including less than 50% of that amount (\$19.8 million).

The Alameda CTC uses the Measure B Reserve Policies and Monitoring Procedures (approved in October 2013) to guide administration and review of the Compliance Report process. Per the MPFA and the Reserve Policies and Monitoring Procedures, recipients are required to 1) identify specific projects and/or reserves with the funds identified to be available, and 2) meet an actual expenditure threshold of 70 percent or greater of the annual implementation plan (identified in the prior compliance report).

For the FY 2012-13 reporting year, Alameda CTC received four Measure B Requests for Exemptions from jurisdictions who did not meet these requirements.

The San Joaquin Regional Rail Commission (SJRRRC) submitted a Request for Exemption Letter from the Timely Use of Funds and Reserve Policies. The MPFA permits a maximum of 50 percent of annual revenues be allocated to Operational Reserves. SJRRRC is requesting an exception to exceed the maximum Operational Fund Reserve by \$0.6 million. A funding agreement defines the amount of contributions from Alameda County required for the Altamont Corridor Service that is operated by SJRRRC. The funding is provided through the Measure B Local Distribution funds. This agreement defines an annual contribution that is based on 2002 operating costs that are escalated annually by a Consumer Price Index factor, and then split among the three participating counties (Alameda, San Joaquin and Santa Clara). The Alameda County share is 33% based on ridership from the four Alameda stations. In the initial years of operation, annual expenses were less than annual Measure B revenues, and a balance of funds has accumulated. The cost of the Alameda County portion of the annual operations for FY 2013-14 and forward exceed the annual Measure B revenue and the balance of unexpended funds are being reduced and expected to be exhausted over the next four years. SJRRRC is requesting an exception to the reserve policy in order to allocate \$1.8 million to the operating reserve, a sum beyond the 50% of the annual revenue limit.

The Measure B Reserve Policies and Monitoring Procedures require jurisdictions to provide justifications of annual balances greater than 30 percent of the reported Planned Projects (cumulatively across all programmatic types) for Commission approval. There are three agencies that exceeded this threshold as noted in Attachment B. Each agency has provided a Request for Exemption Letter that explains their fund balances and anticipated expenditure plans in the following fiscal year (FY 2013-14). The jurisdiction's compliance reports further describe specific planned FY 2013-14 expenditures associated with the prior year's fund balance that will be consistent with the Timely Use of Funds goals.

The most common reasons for the fund balances and justifications include:

1. Project Delays
2. Revised Implementation Plan to implement other future projects
3. Expenditures incurred, but not accrued, in FY2012-13 and will be expensed in FY2013-14
4. Project Savings
5. Project scope reduced due to unforeseen issues i.e. funding issues, community concern, etc.

At the June Commission meeting, Alameda CTC staff will bring the four Measure B related exemption requests from the Timely use of Funds and Reserve Policies for the Commission's consideration. This would permit exceeding the maximum operational fund reserve limit for FY 2013-14 (for SJRRRC), and permit annual balances greater than 30 percent threshold for planned projects (*as listed in Attachment B*) to carry over to FY 2013-14. The Request for Exemption Letters (*Attachment C*) and the jurisdictions'

compliance report describe plans to utilize all the funds. Upon the Commission's approval of the exemption requests, the Measure B Direct Local Program Distribution recipients are found to be in compliance with the programs' requirements. Additional timely use of funds requirements will be evaluated in future years, such as the Capital Reserve projects, with the first review period ending in FY 2015-16.

Fiscal Impact: There is no significant fiscal impact expected to result from the recommended action.

Attachments

- A. Measure B Program Compliance Report FY 2012-13
- B. Summary of Exemptions for Agencies with Balances of greater than 30 percent
- C. Timely Use of Funds and Reserve Policy Exemption Request Letters
- D. Reserve Policies and Monitoring Procedures

Staff Contact

[Matt Todd](#), Principal Transportation Engineer

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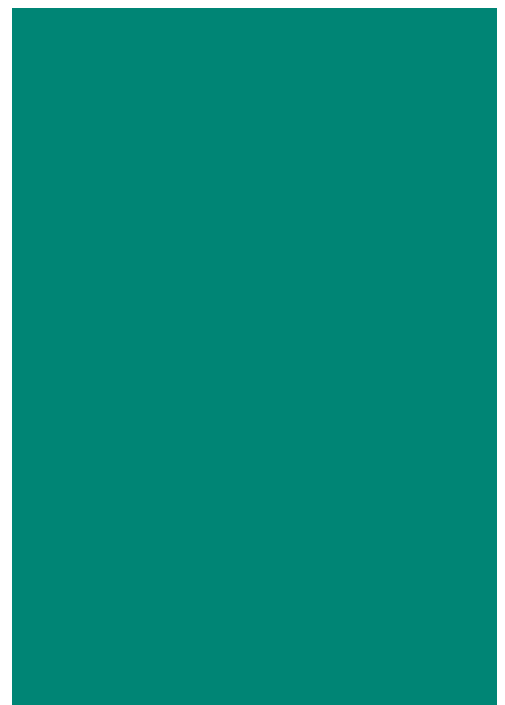
Measure B Program
Direct Local Program Distributions
Compliance Report



Fiscal Year 2012-2013

June 2014

Alameda County Transportation Commission
1111 Broadway Suite 800
Oakland, CA 94607
www.AlamedaCTC.org



DRAFT May 7, 2014
Page 115

Table of Contents



Introduction	3
Direct Local Program Distributions Revenues	4
Direct Local Program Distributions Expenditures	5
Expenditures	6
Revenues and Expenditure Trends	7
Expenditures by Transportation Mode	8
Expenditures by Project Phase	9
Expenditures by Project Type	11
Timely Use of Funds and Reserve Policy	14
Capital Fund Reserve Monitoring	16
Capital Fund Reserve Summary	16
Capital Fund Reserve Window Fund Balances	17
Local Streets and Roads Capital Fund Reserve	18
Bicycle and Pedestrian Capital Fund Reserve	19
Measure B Fund Balances	20
Local Streets and Roads	20
Bicycle and Pedestrian	21
Mass Transit	22
Paratransit	23



Introduction

In 1986, Alameda County voters approved the Measure B Transportation Expenditure Plan, which authorized the collection of a half-cent transportation sales tax to finance transportation improvements throughout the county. With the revenue generated through the sales tax, Alameda County became one of the first “self-help” counties in California. As the 1986 expenditure plan neared expiration, in November 2000, approximately 81.5 percent of Alameda County voters reauthorized the Measure B Transportation Expenditure Plan to continue sales tax collections through 2022. Alameda CTC distributes approximately 60 percent of net Measure B revenues to local Alameda County jurisdictions on a monthly basis as Direct Local Program Distributions.



In FY 12-13, Alameda CTC distributed approximately \$64.8 million to the twenty local jurisdictions in Alameda County. Each fiscal year, Alameda CTC requires these recipients to report on their Measure B Direct Local Program Distribution fund expenditures.

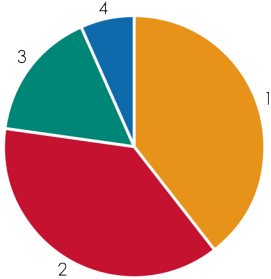
Alameda County jurisdictions rely on Measure B funds for numerous types of projects including bikeways, bicycle parking facilities, pedestrian crossing improvements, intersection and signal improvements, guardrails, street resurfacing and maintenance, bus and ferry operations, rail services, shuttle and fixed transit operations, and programs for seniors and people with disabilities.

This Compliance Report provides a summary of FY 12-13 revenues and expenditures reported by Measure B recipients, as required by a Master Programs Funding Agreement (MPFA) that was executed between Alameda CTC and the local jurisdictions in 2012. The MPFA outlines the funding distribution to the recipients, eligible expenditures, and reporting requirements pertaining to the use of the transportation sales tax.

Measure B recipients are required to submit an audited financial statement and complete a compliance reporting process, including submitting the following deliverables annually to Alameda CTC:

- **Road miles:** The number of maintained road miles within the city's jurisdiction.
- **Population:** The number of people the jurisdiction's transportation program serves in the fiscal year.
- **Newsletter:** Documentation of a published article that highlights the Measure B funded improvements.
- **Website:** Documentation of program information on the agency's website including a link to Alameda CTC's website.
- **Signage:** Documentation of the public identification of the program improvements as a benefit of Measure B.
- **Pavement Condition Index:** Documentation of the agency's Pavement Condition Index (PCI) to provide a frame of reference for the condition of their local streets and roads as applicable to the Local Streets and Road Program.
- **Complete Streets Policy:** Confirmation that local jurisdictions have developed a Complete Streets policy by June 30, 2013.
- **Timely Use of Funds and Reserve Policy:** Provide an implementation plan using unexpended fund balances. Per the MPFA, local jurisdictions must expend Measure B funds in an expeditious manner, and no unexpended funds beyond those identified in specified reserve categories are permitted. If Measure B recipients do not meet the Timely Use of Funds requirements, unspent funds may be subject to rescission.

Measure B Direct Local Program Distributions Revenues



Measure B Direct Local Program Distributions

Dollars in millions

1 Local Streets and Roads	\$25.7	40%
2 Mass Transit	\$24.4	38%
3 Paratransit	\$10.4	16%
4 Bicycle and Pedestrian	\$4.3	6%
Total Distributions	\$64.8	100%

The Alameda CTC disburses Measure B Direct Local Program Distribution funds on a monthly basis to local Alameda County jurisdictions for their transportation programs based on distribution formulas identified in the 2000 Measure B Transportation Expenditure Plan. This report summarizes the total Alameda CTC Measure B allocations and agency expenditures for fiscal year 2012-2013 (FY 12-13).

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

Measure B Direct Local Program Distributions

In FY 12-13, Alameda CTC provided approximately \$64.8 million in Measure B Direct Local Program Distributions to four transportation programs:

- 1) Local Streets and Roads (\$25.7 million)
- 2) Mass Transit Services (\$24.4 million)
- 3) Special Transportation Services for Seniors and People with Disabilities (paratransit) (\$10.4 million)
- 4) Bicycle and Pedestrian Safety (\$4.3 million)

The agencies reported the receipt of \$64.8 million in Direct Local Program Distributions, and leveraged these revenues for overall total project expenditures of \$435.6 million.

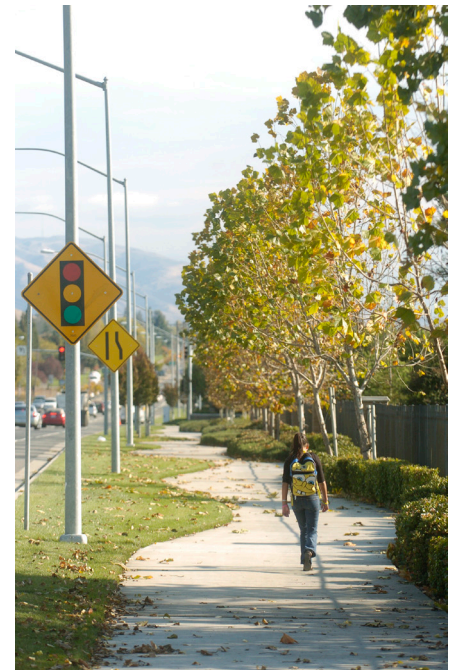


Measure B Direct Local Program Distribution Expenditures

Each fiscal year, local jurisdictions utilize Direct Local Program Distribution revenue to implement their projects and programs. In FY 12-13, jurisdictions expended \$69.5 million on transportation improvements in Alameda County. That is approximately \$4.7 million more in expenditures than the FY 12-13 annual revenue received by the jurisdictions, indicating the use of prior balances to finance projects and programs.

The overall Measure B fund balance is decreasing relative to prior fiscal years as jurisdictions are expending their fund balances and implementing more transportation enhancements.

See the chart below for more information on Measure B Direct Local Program Distribution fund balances, annual revenue distribution, and expenditures in FY 12-13.



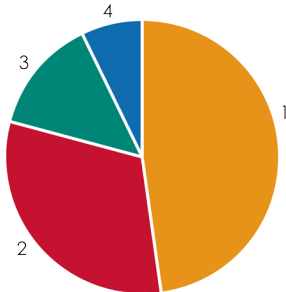
FY 12-13 Measure B Expenditures and Fund Balances

Jurisdiction	11-12 MB Balance	12-13 MB Revenue	12-13 MB Interest	12-13 MB Expended	Ending MB Balance
AC Transit		\$0	\$24,656,883	\$0	\$24,656,883
BART		\$0	\$1,714,361	\$0	\$1,714,361
LAVTA		\$0	\$943,706	\$0	\$943,706
WETA	\$2,502,463	\$897,451	\$1,743	\$218,426	\$3,183,231
ACPWA	\$3,947,320	\$2,927,165	\$16,718	\$6,141,952	\$749,251
ACE	\$2,649,530	\$2,439,225	\$3,228	\$2,613,047	\$2,478,936
City of Alameda	\$3,955,235	\$1,963,870	\$23,558	\$2,934,633	\$3,008,030
City of Albany	\$24,854	\$462,127	\$447	\$58,615	\$428,813
City of Berkeley	\$2,472,156	\$3,248,860	\$2,881	\$4,175,224	\$1,548,673
City of Dublin	\$1,211,812	\$501,428	\$7,984	\$840,550	\$880,674
City of Emeryville	\$419,025	\$291,335	\$1,210	\$558,543	\$153,027
City of Fremont	\$4,800,977	\$3,454,400	\$40,833	\$4,102,207	\$4,194,003
City of Hayward	\$1,904,997	\$3,168,714	\$1,281	\$2,912,685	\$2,162,307
City of Livermore	\$1,711,128	\$1,136,673	-\$6,023	\$962,115	\$1,879,663
City of Newark	\$558,235	\$695,020	\$166	\$1,008,716	\$244,705
City of Oakland	\$10,718,266	\$11,585,004	-\$10,124	\$10,325,085	\$11,968,061
City of Piedmont	\$418,160	\$415,774	\$702	\$278,689	\$555,947
City of Pleasanton	\$2,358,055	\$1,009,922	-\$7,776	\$1,070,300	\$2,289,901
City of San Leandro	\$3,059,396	\$1,770,488	\$6,041	\$1,363,699	\$3,472,226
City of Union City	\$2,277,119	\$1,529,641	\$7,950	\$2,613,437	\$1,201,273
Total	\$44,988,728	\$64,812,047	\$90,819	\$69,492,873	\$40,398,721

Notes:

1. The table above reflects total Measure B revenue and expenditures reported by the jurisdictions.
2. Revenue and expenditure figures throughout this report may vary due to number rounding.
3. Negative interest are reflective of GASB 31 accounting adjustments.
4. The Ending MB Balance includes interest on Measure B funds.

Measure B Direct Local Program Distributions and Discretionary Fund Expenditures



Total Measure B Funds Expended

Dollars in millions

1 Local Streets and Roads	\$28.7	40%
2 Mass Transit	\$24.6	35%
3 Paratransit	\$10.6	15%
4 Bicycle and Pedestrian	\$7.4	10%
Total Expended	\$71.3	100%

As part of the Annual Program Compliance Reporting process, agencies provided expenditure details on their Measure B expenses. This includes reporting on Measure B Direct Local Program Distribution expenses and project/program financing using "Other Measure B" funds such as Measure B discretionary grant awards.

In FY 12-13, agencies reported a total of \$71.3 million of Measure B expenditures. This includes \$69.5 million in Measure B Direct Local Program Distribution fund expenditures and \$1.8 million in "Other Measure B" funds. These expenditures financed infrastructure improvements on local roadways, bicycle and pedestrian routes, and provided support to paratransit and mass transit operations.

By program type, agencies spent 40 percent of total Measure B funds on local streets and roads, 35 percent on mass transit, 15 percent on paratransit, and 10 percent on bicycle and pedestrian projects.

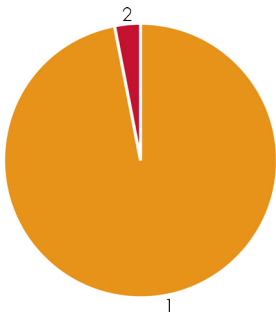
Measure B Direct Local Program Distribution Expenditures

Of the reported \$69.5 million of Measure B Direct Local Program Distribution expenditures, local jurisdictions used a portion of their previous year's fund balance (\$45.0 million) and their FY 12-13 Measure B Direct Local Program Distribution funds (\$64.8 million) to finance FY 12-13 improvements.

Other Measure B Discretionary Fund Expenditures

Discretionary Measure B funds that are awarded through Alameda CTC's grant programs are distributed to local jurisdictions on a reimbursement basis. In FY 12-13, agencies reported approximately \$1.8 million in Other Measure B expenditures, across the four discretionary grant programs:

- Express Bus Service Grant Program (\$0.7 million),
- Paratransit Gap Grant Program (\$0.7 million),
- Bicycle and Pedestrian Countywide Discretionary Fund Grant Program (\$0.3 million),
- Transit Center Development Grant Program (\$0.1 million).



Total Measure B Funds Expended by Type

Dollars in millions

1 MB Direct Local Program	\$69.5	97%
2 MB Other Discretionary	\$1.8	3%
Total Expended	\$71.3	100%

Measure B grant fund recipients receive payment after submitting a request for reimbursement for costs already incurred. As such, recipients reported their grant fund expenditures on an accrual basis, according to invoices submitted during FY 12-13.

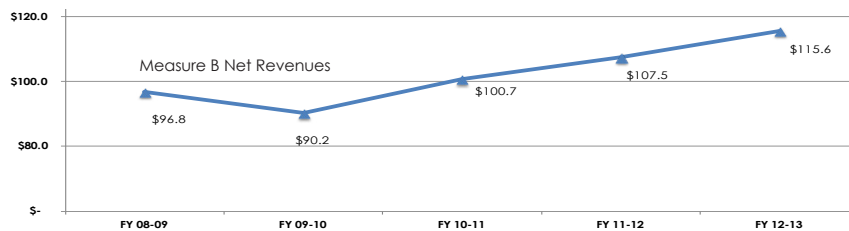
Measure B Revenues and Expenditure Trends

Each year, the state of the economy directly affects the amount of transportation sales tax revenue generated in Alameda County. Since the events in 2007 that precipitated an economic downturn, the annual net sales tax revenue has steadily increased, as shown in the chart below. The progressive growth in sales tax revenues has resulted in an increase of overall Measure B program distributions to the jurisdictions.



Measure B Net Revenue Trends FY 08-09 through FY 12-13

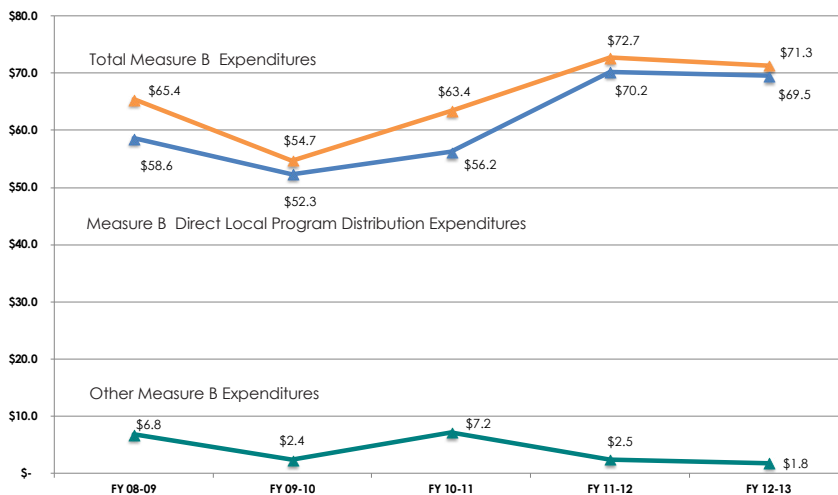
Dollar in millions



In FY 12-13, Measure B expenditure trends by the jurisdictions were consistent with the prior year's reported expense amounts. Expenditures were approximately \$4.7 million more than the annual revenue received for the fiscal year indicating use of prior year fund balances and the new annual revenue. The chart below details Measure B funds expended over the last five fiscal years.

Measure B Expenditures Trends FY 08-09 through FY 12-13

Dollar in millions



Note: "Other Measure B" includes Measure B discretionary grants.



Expenditures by Transportation Mode

Transportation Modes: Transit, Local Streets, and Bicycle and Pedestrian



In FY 12-13, jurisdictions used \$71.3 million in Measure B funds to support the following transportation modes within each program:

- **Bicycle and pedestrian:** Of the \$7.4 million used, local agencies spent:
 - 48 percent on bicycle and pedestrian improvements;
 - 43 percent on direct pedestrian improvements; and
 - 9 percent on direct bicycle improvements.
- **Local streets and roads:** Of the \$28.7 million used, local agencies spent:
 - 91 percent on local road improvement projects;
 - 8 percent on bicycle and pedestrian projects; and
 - 1 percent on other projects including paratransit services, bus facilities improvements, general program administration, and traffic management.
- **Mass transit:** Of the \$24.7 million used, local agencies spent:
 - 88 percent on bus operations;
 - 11 percent on rail operations; and
 - 1 percent on ferry operations.
- **Paratransit:** Of the \$10.6 million used, local agencies spent
 - 63 percent on services for people with disabilities;
 - 36 percent on services for seniors and people with disabilities;
 - 1 percent on other senior transportation services.

Measure B Expenditures by Transportation Mode

	Bicycle and Pedestrian Fund	Local Streets and Roads Fund	Mass Transit Fund	Paratransit Fund	Total Expenditures
Bicycle	\$662,766	\$0	\$0	\$0	\$662,766
Bicycle and Pedestrian	\$3,523,243	\$2,177,003	\$0	\$0	\$5,700,246
Pedestrian	\$3,173,713	\$0	\$0	\$0	\$3,173,713
Local Streets and Roads	\$0	\$26,172,899	\$0	\$0	\$26,172,899
Bus	\$0	\$27,115	\$21,820,136	\$0	\$21,847,251
Ferry	\$0	\$0	\$218,426	\$0	\$218,426
Rail	\$0	\$0	\$2,613,047	\$0	\$2,613,047
Disabled Services	\$0	\$0	\$0	\$6,677,753	\$6,677,753
Meals on Wheels	\$0	\$0	\$0	\$7,334	\$7,334
Seniors and Disabled Services	\$0	\$150,000	\$0	\$3,763,782	\$3,913,782
Senior Services	\$0	\$0	\$0	\$151,837	\$151,837
Other	\$0	\$196,284	\$0	\$0	\$196,284
Total	\$7,359,722	\$28,723,301	\$24,651,609	\$10,600,706	\$71,335,338

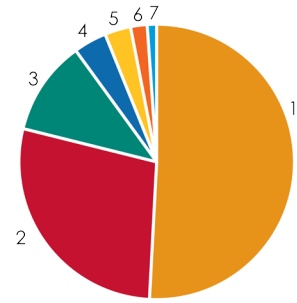
Note: Measure B expenditures by mode include both Direct Local Program Distributions and grant funds.

Measure B Expenditures by Project Phase

Measure B funds are invested in a wide variety of projects across Alameda County to improve and maintain the transportation infrastructure. By project phase, the twenty Direct Local Program Distribution fund recipients reported expenditures of 51 percent of Measure B funds on operations. These dollars helped agencies to maintain roadways, bicycle trails, and transit operations to create greater access, safety and travel convenience to commuters and residents.

Other top expenditures by phase include:

- Construction (\$20.0 million)
- Maintenance (\$7.5 million)
- Project Completion / Closeout (\$3.1 million)
- Scoping, Feasibility and Planning (\$2.6 million)



Total Measure B Expenditures by Phase

Dollars in millions

Phase	Dollars in millions	Percentage
1 Operations	\$36.2	51%
2 Construction	\$20.0	28%
3 Maintenance	\$7.5	11%
4 Project Completion / Closeout	\$3.1	4%
5 Scoping, Feasibility and Planning	\$2.6	3%
6 PS&E	\$1.5	2%
7 Other	\$0.4	1%
Total Expenditures	\$71.3	100%

Local Streets and Roads Expenditures by Project Phase

In FY 12-13, agencies reported \$28.7 million in Local Transportation Program expenditures. Of this amount, \$28.4 million were spent on projects that directly improved road and bicycle/pedestrian facilities, while the remaining \$0.3 million funded transit infrastructure and services.

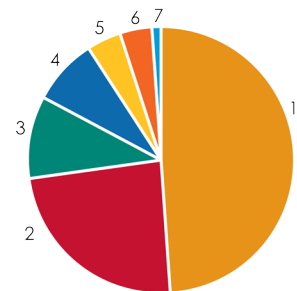
By Project Phase, the majority of the expenses were reported in the Construction Phase in the amount of \$14.1 million (49%). Construction projects include street resurfacing, street reconstruction and overlay, drainage improvements, turn lanes, curb ramps, and stair repairs. An additional \$7.0 million (24%) was spent on the Maintenance Phase which includes pot hole repair, traffic signal repair services, and trail maintenance.

Other top local streets and roads expenditures by phase include:

- Project Completion / Closeout (\$3.0 million)
- Scoping, Feasibility and Planning (\$2.1 million)

FY 12-13 Program Highlights:

- The City of Berkeley constructed over 700 linear feet of concrete path on West Street Boulevard - Ohlone Greenway to Delaware, and between University to Addison.
- The City of Hayward performed 1.3 million square feet of structural repairs on streets with deteriorating pavement.
- The City of Pleasanton resurfaced and maintained 2.3 million square feet of roadway with slurry seals and new layers of asphalt.

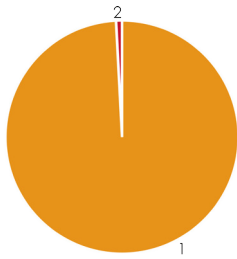


Local Streets & Roads Expenditures by Phase

Dollars in millions

Phase	Dollars in millions	Percentage
1 Construction	\$14.1	49%
2 Maintenance	\$7.0	24%
3 Project Completion/ Closeout	\$3.0	10%
4 Scoping, Feasibility & Planning	\$2.1	8%
5 PS&E	\$1.1	4%
6 Operations	\$1.1	4%
7 Other	\$0.3	1%
Total Expenditures	\$28.7	100%

Expenditures by Project Phase



Mass Transit Expenditures by Phase

Dollars in millions

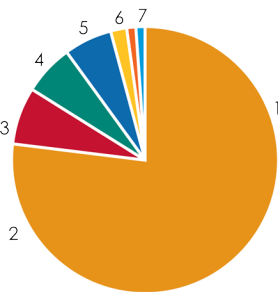
1 Operations	\$24.4	99%
2 Other	\$0.2	1%
Total Expenditures	\$24.6	100%



Paratransit Expenditures by Phase

Dollars in millions

1 Operations	\$10.6	100%
Total Expenditures	\$10.6	100%



Bicycle and Pedestrian Expenditures by Phase

Dollars in millions

1 Construction	\$5.7	77%
2 Scoping, Feasibility & Planning	\$0.5	7%
3 PS&E	\$0.4	6%
4 Maintenance	\$0.4	6%
5 Other	\$0.2	2%
6 Operations	\$0.1	1%
7 Project Completion/Closeout	\$0.1	1%
Total Expenditures	\$7.4	100%

Mass Transit Expenditures by Project Phase

Transit agencies expended 99% of Measure B Mass Transit funds on service operations in the amount of \$24.4 million.

FY 12-13 Program Highlights:

- Measure B funds supported AC Transit's fixed route transit operations to provide over 46.6 million one-way trips.
- LAVTA used a combination of Measure B Direct Local Program Distributions and discretionary grant funds to provide 1.8 million one-way trips for Tri-Valley residents and commuters.

Paratransit Expenditures by Project Phase

Agencies spent 100 percent of the \$10.6 million in Measure B paratransit funds on operations to provide convenient transportation options and community services to seniors and people with disabilities.

FY 12-13 Program Highlights:

- The City of Albany funded the Albany Senior Center Community Shuttle and provided over 4,000 group trips for recreational, fitness, and social excursions.
- The City of Fremont provided 15,280 trips through its Measure B funded door-to-door transportation services for seniors and persons with disabilities.

Bicycle and Pedestrian Safety Expenditures by Project Phase

Agencies reported total expenditures of \$7.4 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 repair, and bicycle facilities. Many of the improvements from Measure B funding made intersections and walkways safer and more accessible for pedestrians and bicyclists.

FY 12-13 Program Highlights:

- Alameda County Public Works Agency performed pedestrian access improvements as part of the 163rd and 14th Street Traffic Signal Improvement Project.
- The City of Dublin completed the Alamo Canal Trail/I-580 Undercrossing Project using Measure B Direct Local Program Distributions and grant funds for 700 linear feet of new trail to close a gap in the regional bicycle/pedestrian network.

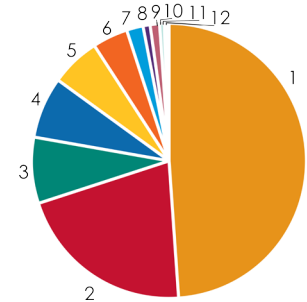
Measure B Expenditures by Project Type

Local Streets and Roads Expenditures by Project Type

Jurisdictions reported a total of \$28.7 million in local street and road expenditures for transportation improvements. By project type, approximately \$14.0 million went to street resurfacing and maintenance, \$6.2 million financed staffing program administration, and \$2.3 million were used for signal improvements. The other expenditures including financing a wide variety of improvements such as sidewalk and ramp repairs, equipment and field supplies for street projects, guardrails, and bicycle safety education training.

FY 12-13 Program Highlights:

- The City of Emeryville resurfaced 376,000 square feet of roadway and performed another 372,000 square feet of slurry seal on city streets.
- The City of Newark completed 1.1 million square feet of cape seal and slurry seals as part of their annual street maintenance program.
- The City of Union City reconfigured the Alvarado Blvd./Union City Blvd. intersection to improve vehicular and pedestrian safety.



Local Streets & Roads Expenditures by Type
Dollars in millions

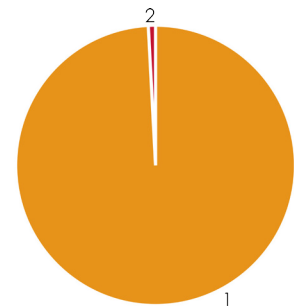
1 Street Resurfacing & Maintenance	\$14.0	49%
2 Staffing	\$6.2	21%
3 Signals	\$2.3	8%
4 Sidewalk and Ramps	\$1.9	7%
5 Bridges and Tunnels	\$1.7	6%
6 Other	\$1.1	4%
7 Bikeways & Multiuse Paths	\$0.7	2%
8 Traffic Calming	\$0.4	1%
9 Operations	\$0.3	1%
10 Pedestrian Crossing Improvements	\$0.1	1%
11 Education	\$-	-%
12 Bike Parking	\$-	-%
Total Expenditures	\$28.7	100%

Mass Transit Expenditures by Project Type

Of the \$24.6 million Mass Transit Program expenditures by transit agencies, by project type approximately 99% of funds went to operations and the remaining amount was used for equipment purchases and facilities maintenance.

FY 12-13 Program Highlights:

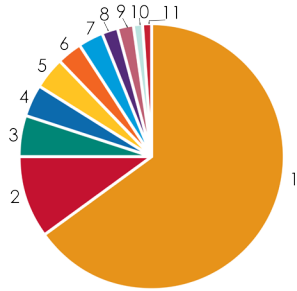
- Measure B discretionary grant funds financed LAVTA's WHEELS Express Bus Shuttle Routes 12v, 20x and 70x and provided over 450,000 one-way trips.
- The San Francisco Bay Area Water Emergency Transportation Authority completely refurbished the hull and passenger cabin of the Bay Breeze ferry using Measure B Direct Local Program Distributions.
- Union City Transit provided 496,000 one-way passenger trips in FY 12-13.



Mass Transit Expenditures by Type
Dollars in millions

1 Operations	\$24.4	99%
2 Other	\$0.2	1%
Total Expenditures	\$24.6	100%

Expenditures by Project Type



Paratransit Expenditures by Type

Dollars in millions

1 ADA-mandated Services	\$6.9	65%
2 City-Based Door to Door	\$1.2	10%
3 Same Day/Taxi Program	\$0.5	5%
4 Shuttle or Fixed Route Trips	\$0.4	4%
5 Other	\$0.4	4%
6 Customer Service/Outreach	\$0.3	3%
7 Management/Staffing	\$0.3	3%
8 Group Trips	\$0.2	2%
9 Mobility Mgmt/Travel Training	\$0.2	2%
10 Meal Delivery	\$0.1	1%
11 Volunteer Drivers Program	\$0.1	1%
Total Expenditures	\$10.6	100%

Paratransit Expenditures by Project Type

By project type, agencies reported the majority of the \$10.6 million in Measure B Paratransit program expenditures for Americans with Disabilities Act (ADA) mandated service, which includes approximately \$6.4 million in AC Transit and BART ADA-mandated paratransit services provided through the East Bay Paratransit Consortium. Other paratransit expenditures by type include \$1.2 million for city-based door-to-door programs and \$500,000 for same-day taxi programs.

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, on-demand shuttle, and scholarships.

FY 12-13 Program Highlights:

- The City of Alameda's Paratransit Shuttle provided over 5,000 one-way trips funded exclusively with Measure B funds.
- The City of Oakland's Taxi Scrip Program and Van Voucher Program provided over 30,000 one-way trips.
- The City of Pleasanton's Door-to-Door program provided 10,000 trips to areas within Pleasanton and to the surrounding unincorporated areas.

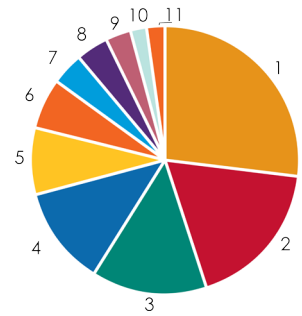


Bicycle and Pedestrian Expenditures by Project Type

By project type, the majority of Measure B expenditures were for sidewalk and ramp projects (\$2.0 million), pedestrian crossing improvements (\$1.3 million) and safety improvements (\$1.0 million). These projects continue to be among the annual reoccurring expenditures financed through the Measure B Bicycle and Pedestrian Program.

FY 12-13 Program Highlights:

- The City of Albany matched Measure B dollars to the Safe Routes to School program to implement the Marin Sante Fe Intersection Improvements.
- The City of Dublin updated and developed the Bicycle and Pedestrian Master Plan to enhance safety and access for users.
- The City of Livermore constructed 1.5 miles of trail on the Livermore to Pleasanton Arroyo Trail segment from Jack London Blvd. to El Charro Road.
- Union City installed three stamped color concrete sidewalks and flashing pedestrian signs on Smith Street to facilitate pedestrian travel in this areas.



Bicycle and Pedestrian Expenditures by Type

Dollars in millions

1 Sidewalks and Ramps	\$2.0	27%
2 Pedestrian Crossings	\$1.3	18%
3 Safety Improvements	\$1.0	14%
4 Bikeways (non-Class 1)	\$0.9	12%
5 Multiuse Paths (Class 1)	\$0.6	8%
6 Staffing	\$0.4	6%
7 Signals	\$0.3	4%
8 Traffic Calming	\$0.3	4%
9 Education and Promotion	\$0.2	3%
10 Master Plan	\$0.2	2%
11 Other	\$0.2	2%
Total Expenditures	\$7.4	100%

Measure B Program Administration

Per the Master Programs Funding Agreement, Measure B is eligible to fund activities that support the implementation and construction of transportation related improvements. Each year Measure B recipients expend funds not only on construction activities, but also on staffing activities associated with program administration and project development.

In FY 12-13, approximately 10 percent of Measure B expenditures supported the following program administration activities:

- Engineering development
- Transportation planning
- Street resurfacing and maintenance, traffic operations services, electrical services, pavement rehabilitation, pothole repair, and preventative maintenance
- Information technology services
- Customer service and outreach
- Bicycle/pedestrian planning
- Paratransit program management



Timely Use of Funds and Reserve Policy



In order to ensure agencies are expending Measure B funds expeditiously on local transportation improvements, the MPFA's Timely Use of Funds Policy requires jurisdictions to report anticipated use of all Measure B funds for each of their programs. As part of the annual compliance reporting process, jurisdictions provide information on planned uses of Measure B funds and anticipated projects.

Per the MPFA's Fund Reserve Policy, jurisdictions can establish certain fund reserves to account for unexpended balances. The types of fund reserves and their eligibilities are noted in the following chart.

Fund Reserve Categories

Reserve Category	Maximum Funding Allotment	Timely Use of Funds Requirement
<p>Capital Fund Reserve Recipients may establish a specific capital fund reserve to fund specific large capital project(s) that could otherwise not be funded with a single's year revenue of Measure B funds.</p>	None.	(1) Recipients shall expend all reserve funds by the end of three fiscal years following the fiscal year during which the reserve was established.
<p>Operations Fund Reserve Recipients may establish and maintain a specific reserve to address operational issues, including fluctuations in revenues, and to help maintain transportation operations.</p>	50 percent of anticipated annual Measure B Direct Local Program Distribution revenue	(1) Revolving fund (2) Unexpended funds may be reassigned in the subsequent fiscal year.
<p>Undesignated Fund Reserve Recipients may establish and maintain a specific reserve for transportation needs over a fiscal year for grants, studies, contingency, etc.</p>	10 percent of anticipated annual Measure B Direct Local Program Distribution revenue	(1) Unexpended funds may be reassigned in the subsequent fiscal year.

Monitoring Timely Use of Funds and Reserves

As part of the annual compliance report, Measure B recipients are required to provide an implementation plan using uncommitted fund balances and anticipated annual revenue. Over the subsequent annual compliance reports, Alameda CTC will utilize the reported information to track reported expenditures and to monitor the implementation plans for compliance with the MPFA's Timely Use of Funds Policy.

Last year, Alameda CTC implemented the first year of monitoring and tracking fund reserves as part of the FY 11-12 Annual Compliance Report. In that report, jurisdictions provided implementation plans.

In this year's compliance reporting evaluation, Alameda CTC will:

1. Monitor jurisdictions' implementation plans to ensure jurisdictions are actively expending Measure B funds and enhancing the local transportation system throughout Alameda County.
2. Review jurisdictions' updated implementation plans which include the identification of uncommitted fund balances and anticipated annual revenue for the FY 13-14 period.

The charts on the following pages provides a monitoring summary of Capital Fund Reserve balances and a review of the jurisdictions' Measure B Direct Local Program Distribution fund balances, and reported expenditures by reserve category.



Measure B Capital Fund Reserve Monitoring Window Summary



As part of the FY 11-12 reporting, jurisdictions identified a plan to use all Measure B funds available in FY 12-13. Jurisdictions could establish a Capital Fund Reserve Plan that spans from FY 12-13 through FY 15-16. This is referred to as the FY 13-16 Capital Fund Reserve Window (FY 13-16 Window). In total, jurisdictions identified \$41.9 million in this window and have expended \$15.3 million as of the end of FY 12-13. Jurisdictions have until the end of FY 15-16 to expend the remaining \$26.6 million.

As part of the FY 12-13 reporting, jurisdictions identified a plan to use all Measure B funds (not already identified in a Capital Reserve) for FY 13-14. Jurisdictions were allowed to establish a Capital Fund Reserve Plan that spans from FY 13-14 through FY 16-17. This is referred to as the FY 14-17 Capital Fund Reserve Window (FY 14-17 Window). In total, jurisdictions identified \$19.8 million and must expend these funds by the end of FY 16-17.

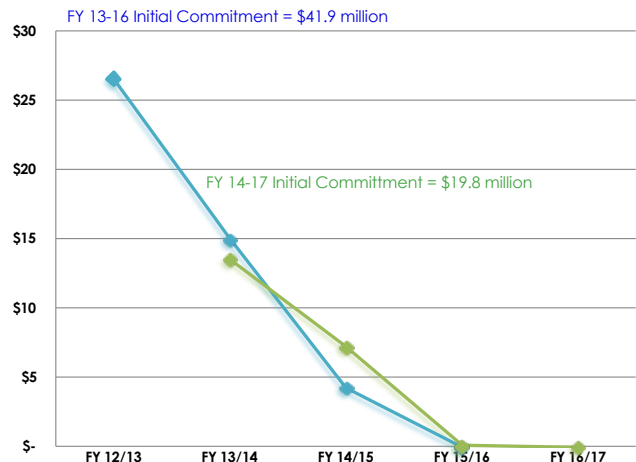
Capital Reserve Window Summary

Reserve Window	FY 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17
FY 13-16 Window		\$41.9 million committed \$26.6 million remaining			
FY 14-17 Window		\$19.8 million committed \$19.8 million remaining			

Alameda CTC will monitor the projects and funding plans identified in these reserve windows and the overall compliance status of the identified funds. Over the next three years of implementing the Timely Use of Funds and Reserve Policy, Alameda CTC anticipates a further reduction of overall Measure B fund balances. The anticipated expenditure of the Capital Fund Reserve balance is depicted below.

Anticipated Year End Capital Fund Reserve Balance

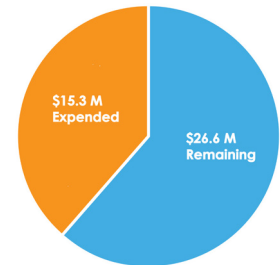
Dollars in millions



Measure B Capital Fund Reserve Window Fund Balances

FY 13-16 Capital Fund Reserve Window

In the first year of implementation of the MPFA's Timely Use of Funds Policy, jurisdictions identified \$41.9 million in the FY 13-16 Window. At the end of FY 12-13, jurisdictions' collective FY 13-16 Window balance is approximately \$26.6 million. The balance is required to be expended by the end of the reserve window (FY 15-16).



FY 13-16 Capital Fund Reserve Window Balance

Jurisdiction	Committed Amount ¹	Expended Amount ²	Remaining Balance ³	Percent Remaining
AC Transit	\$0	\$0	\$0	0%
BART	\$0	\$0	\$0	0%
LAVTA	\$0	\$0	\$0	0%
WETA	\$2,502,463	\$0	\$2,502,463	100%
ACE	\$0	\$0	\$0	0%
ACPWA	\$5,874,262	\$5,413,343	\$460,919	8%
City of Alameda	\$4,848,000	\$2,494,374	\$2,353,626	49%
City of Albany	\$0	\$0	\$0	0%
City of Berkeley	\$713,370	\$3,478	\$709,892	99%
City of Dublin	\$296,353	\$0	\$296,353	100%
City of Emeryville	\$426,459	\$309,114	\$117,345	28%
City of Fremont	\$5,285,131	\$2,915,254	\$2,369,877	45%
City of Hayward	\$693,672	\$0	\$693,672	100%
City of Livermore	\$1,560,382	\$45,550	\$1,514,832	97%
City of Newark	\$1,024,214	\$838,384	\$185,830	18%
City of Oakland	\$10,659,000	\$1,687,483	\$8,971,517	84%
City of Piedmont	\$778,266	\$278,689	\$499,577	64%
City of Pleasanton	\$1,664,943	\$10,532	\$1,654,411	99%
City of San Leandro	\$4,282,857	\$934,462	\$3,348,395	78%
City of Union City	\$1,250,813	\$380,058	\$870,755	70%
Total	\$41,860,185	\$15,310,721	\$26,549,464	63%

FY 13-16 Capital Fund Reserve Window

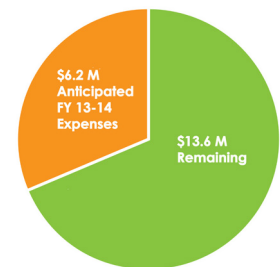
Committed Amount	\$41,869,185
Expended Amount	\$15,310,721
Balance Remaining	\$26,549,464

Notes:

1. Committed Amount as identified by jurisdictions in the FY 11-12 Compliance Report.
2. Expended amount as reported in the FY 12-13 Compliance Report.
3. Remaining amount to be expended by the end of FY 15-16.
4. Figures may vary due to number rounding.

FY 14-17 Capital Fund Reserve Window

In this year's compliance report, jurisdictions identified \$19.8 million in the FY 14-17 Window. Jurisdictions anticipate \$6.2 million in FY 13-14 expenditures. Alameda CTC will monitor the expenses in future compliance reports.



FY 14-15 Capital Fund Reserve Window

Committed Amount	\$19,787,584
Anticipated FY 13-14 Expenses	\$6,236,872
Anticipated Balance	\$13,550,712

Measure B Local Streets and Roads Program Capital Fund Reserve Monitoring Fund Balance



For the Measure B local streets and roads program (local transportation), jurisdictions identified \$26.3 million in FY 13-16 Capital Fund Reserve Window. Of that amount, \$11.4 million was expended as of the end of FY 12-13 on local transportation improvements throughout county. Jurisdictions are expected to expend all remaining reserve balances by the end of FY 15-16. Below is a summary of the Capital Reserve Window for the local street and road program and the balance at the end of FY 12-13.

Local Streets and Roads: FY 13-16 Window Fund Balance

Jurisdiction	Committed Amount ¹	Expended Amount ²	Remaining Balance ³	Percent Remaining
ACPWA	\$3,857,380	\$3,857,380	\$0	0%
City of Alameda	\$4,209,479	\$1,898,630	\$2,310,849	55%
City of Albany	\$0	\$0	\$0	0%
City of Berkeley	\$440,100	\$0	\$440,100	100%
City of Dublin	\$296,353	\$0	\$296,353	100%
City of Emeryville	\$299,292	\$299,292	\$0	0%
City of Fremont	\$2,919,172	\$2,078,531	\$840,641	29%
City of Hayward	\$533,215	\$0	\$533,215	100%
City of Livermore	\$805,600	\$0	\$805,600	100%
City of Newark	\$797,547	\$754,714	\$42,833	5%
City of Oakland	\$7,135,000	\$1,385,746	\$5,749,254	81%
City of Piedmont	\$622,020	\$268,079	\$353,941	57%
City of Pleasanton	\$435,000	\$0	\$435,000	100%
City of San Leandro	\$3,091,233	\$628,897	\$2,462,336	80%
City of Union City	\$818,481	\$178,481	\$640,000	78%
Total	\$26,259,872	\$11,349,750	\$14,910,122	57%

Notes:

1. Committed Amount as identified by jurisdictions in the FY 11-12 Compliance Report.
2. Expended amount as reported in the FY 12-13 Compliance Report.
3. Remaining amount to be expended by the end of FY 15-16.
4. Figures may vary due to number rounding.



**Measure B Bicycle and Pedestrian Program
Capital Fund Reserve Monitoring
Fund Balance**

For the Measure B bicycle and pedestrian program, jurisdictions identified \$12.9 million in the FY 13-16 Capital Fund Reserve Window. Of that amount, \$3.8 million was expended as of the end of FY 12-13 on bicycle/pedestrian projects across Alameda County. Jurisdictions are expected to expend all remaining reserve balances by the end of FY 15-16. Below is a summary of the Capital Reserve Window for the bicycle and pedestrian program and the balance at the end of FY 12-13.

Bicycle and Pedestrian: FY 13-16 Window Fund Balance

Jurisdiction	Committed Amount ¹	Expended Amount ²	Remaining Balance ³	Percent Remaining
ACPWA	\$2,016,882	\$1,555,963	\$460,919	23%
City of Alameda	\$475,491	\$440,443	\$35,048	7%
City of Albany	\$0	\$0	\$0	0%
City of Berkeley	\$273,270	\$3,478	\$269,792	99%
City of Dublin	\$0	\$0	\$0	0%
City of Emeryville	\$127,167	\$9,822	\$117,345	92%
City of Fremont	\$2,365,959	\$836,723	\$1,529,236	64%
City of Hayward	\$160,457	\$0	\$160,457	100%
City of Livermore	\$754,782	\$45,550	\$709,232	94%
City of Newark	\$226,667	\$83,670	\$142,997	64%
City of Oakland	\$3,524,000	\$301,737	\$3,222,263	91%
City of Piedmont	\$156,246	\$10,610	\$145,636	93%
City of Pleasanton	\$1,229,943	\$10,532	\$1,219,411	99%
City of San Leandro	\$1,191,624	\$305,565	\$886,059	74%
City of Union City	\$432,332	\$201,577	\$230,755	53%
Total	\$12,934,820	\$3,805,670	\$9,129,150	71%

Notes:

1. Committed Amount as identified by jurisdictions in the FY 11-12 Compliance Report.
2. Expended amount as reported in the FY 12-13 Compliance Report.
3. Remaining amount to be expended by the end of FY 15-16.
4. Figures may vary due to number rounding.



Measure B Local Streets and Roads Program Fund Balance



For the Measure B local streets and roads program (local transportation), jurisdictions reported an ending FY 12-13 Measure B balance of \$22.7 million. After including FY 13-14 estimated revenue and accounting for anticipated FY 13-14 expenditures, the expected balance at the end of FY 13-14 is projected to be approximately \$20.1 million. This is about \$2.6 million less than the prior fiscal year and illustrates a decline in Measure B balances across the jurisdictions for the local streets and roads program.

FY 13-14 Ending Fund Balances

Jurisdiction	FY 12-13 Ending Balance	FY 13-14 Estimated Revenue ¹	FY 13-14 Available To Expend	FY 13-14 Anticipated Expenditures ²	Total Anticipated Balance ³
Alameda County	\$242,568	\$2,434,971	\$2,677,539	\$1,757,980	\$919,559
City of Alameda	\$2,871,537	\$1,575,137	\$4,446,675	\$2,712,814	\$1,733,861
City of Albany	\$371,660	\$368,220	\$739,880	\$739,880	\$0
City of Berkeley	\$990,951	\$2,648,177	\$3,639,129	\$3,249,029	\$390,100
City of Dublin	\$874,161	\$370,976	\$1,245,137	\$1,155,258	\$89,879
City of Emeryville	\$18,866	\$238,868	\$257,734	\$257,734	\$0
City of Fremont	\$2,026,965	\$2,044,741	\$4,071,707	\$3,536,699	\$535,008
City of Hayward	\$859,376	\$2,037,796	\$2,897,172	\$2,496,525	\$400,647
City of Livermore	\$1,139,361	\$915,119	\$2,054,480	\$742,847	\$1,311,633
City of Newark	\$57,559	\$413,680	\$471,239	\$300,000	\$171,239
City of Oakland	\$8,504,010	\$9,445,073	\$17,949,083	\$7,704,580	\$10,244,503
City of Piedmont	\$406,220	\$380,239	\$786,459	\$509,590	\$276,869
City of Pleasanton	\$929,963	\$703,279	\$1,633,241	\$1,466,377	\$166,864
City of San Leandro	\$2,513,547	\$1,248,832	\$3,762,379	\$587,123	\$3,175,256
City of Union City	\$838,441	\$648,523	\$1,486,964	\$846,964	\$640,000
Total	\$22,645,186	\$25,473,632	\$48,118,817	\$28,063,401	\$20,055,417

Notes:

1. FY 13-14 Estimated Revenue is based on May 2013 Measure B projections.
2. The FY 13-14 Planned Expenditures column consists of anticipated transportation related expenditures reported in the FY 12-13 Compliance Report.
3. The Anticipated Balance is the estimated FY 14-15 beginning balance.
4. Revenue and expenditure figures may vary due to number rounding.



Measure B Bicycle and Pedestrian Program Fund Balance

For the Measure B bicycle and pedestrian program, jurisdictions reported an ending FY 12-13 Measure B balance of \$10.2 million. After including FY 13-14 estimated revenue, and accounting for anticipated FY 13-14 expenditures, the expected balance at the end of FY 13-14 is projected to be approximately \$6.9 million. This is approximately \$3.3 million less than the prior fiscal year and illustrates a decline in Measure B balances across the jurisdictions for the bicycle and pedestrian program.



FY 13-14 Ending Fund Balances

Jurisdiction	FY 12-13 Ending Balance	FY 13-14 Estimated Revenue ¹	FY 13-14 Available To Expend	FY 13-14 Anticipated Expenditures ²	Total Anticipated Balance ³
Alameda County	\$506,683	\$398,627	\$905,310	\$875,017	\$30,293
City of Alameda	\$44,159	\$208,310	\$252,469	\$200,000	\$52,469
City of Albany	\$41,606	\$51,605	\$93,211	\$93,211	\$0
City of Berkeley	\$421,324	\$320,491	\$741,814	\$419,241	\$322,573
City of Dublin	\$6,513	\$130,582	\$137,095	\$132,186	\$4,909
City of Emeryville	\$118,679	\$28,464	\$147,143	\$92,965	\$54,178
City of Fremont	\$1,784,847	\$607,560	\$2,392,407	\$1,795,137	\$597,271
City of Hayward	\$339,249	\$410,570	\$749,819	\$588,591	\$161,228
City of Livermore	\$740,302	\$229,964	\$970,266	\$250,071	\$720,195
City of Newark	\$147,284	\$120,120	\$267,404	\$230,000	\$37,404
City of Oakland	\$3,305,944	\$1,103,341	\$4,409,286	\$1,795,809	\$2,613,477
City of Piedmont	\$149,727	\$30,161	\$179,888	\$105,696	\$74,192
City of Pleasanton	\$1,359,938	\$198,898	\$1,558,836	\$464,478	\$1,094,358
City of San Leandro	\$896,043	\$240,159	\$1,136,202	\$430,171	\$706,031
City of Union City	\$362,832	\$197,160	\$559,992	\$168,182	\$391,810
Total	\$10,225,130	\$4,276,013	\$14,501,143	\$7,640,754	\$6,860,389

Notes:

1. FY 13-14 Estimated Revenue is based on May 2013 Measure B projections.
2. The FY 13-14 Planned Expenditures column consists of anticipated transportation related expenditures reported in the FY 12-13 Compliance Report.
3. The Anticipated Balance is the estimated FY 14-15 beginning balance.
4. Revenue and expenditure figures may vary due to number rounding.

Measure B Mass Transit Program Fund Balance



For the Measure B mass transit program, jurisdictions reported a total ending FY 12-13 Measure B balance of \$5.7 million. After including FY 13-14 estimated revenue and accounting for anticipated FY 13-14 expenditures, the expected balance at the end of FY 13-14 is projected to be approximately \$5.4 million. This is about \$0.3 million less than the prior fiscal year and illustrates a decline in Measure B balances across the jurisdictions for the mass transit program.

It is important to note that jurisdictions regularly using mass transit funds on operations in their entirety each year. The anticipated revenue balance of \$5.4 million is indicative of ACE's operating agreement structure which specifies the Alameda County share of service costs relative to the shares of other participating counties, and WETA's planned capital expenditures of Measure B funds on major ferry vessel upgrades in subsequent fiscal years.

FY 13-14 Ending Fund Balances

Jurisdiction	FY 12-13 Ending Balance	FY 13-14 Estimated Revenue ¹	FY 13-14 Available to Expend	FY 13-14 Anticipated Expenditures ²	Total Anticipated Balance ³
AC Transit	\$0	\$19,715,268	\$19,715,268	\$19,715,268	\$0
ACE	\$2,478,937	\$2,417,372	\$4,896,309	\$2,820,948	\$2,075,361
LAVTA	\$0	\$786,786	\$786,786	\$786,786	\$0
WETA	\$3,183,230	\$889,411	\$4,072,641	\$801,581	\$3,271,060
Union City Transit	\$0	\$387,692	\$387,692	\$387,692	\$0
Total	\$5,662,167	\$23,196,529	\$28,648,391	\$23,683,259	\$5,346,421

Notes:

1. FY 13-14 Estimated Revenue is based on May 2013 Measure B projections.
2. The FY 13-14 Planned Expenditures column consists of anticipated transportation related expenditures reported in the FY 12-13 Compliance Report.
3. The Anticipated Balance is the estimated FY 14-15 beginning balance.
4. Revenue and expenditure figures may vary due to number rounding.

Measure B Paratransit Program Fund Balance

For the Measure B paratransit program, jurisdictions reported a total ending FY 12-13 Measure B balance of \$1.9 million. After including FY 13-14 estimated revenue and accounting for anticipated FY 13-14 expenditures, the expected balance at the end of FY 13-14 is projected to be approximately \$0.4 million. This is about \$1.5 million less than the prior fiscal year and illustrates a significant decline in Measure B balances across the jurisdictions for the paratransit program.



FY 13-14 Ending Fund Balances

Jurisdiction	FY 12-13 Ending Balance	FY 13-14 Estimated Revenue ¹	FY 13-14 Available to Expend	FY 13-14 Anticipated Expenditures ²	Total Anticipated Balance ³
AC Transit	\$0	\$4,720,718	\$4,720,718	\$4,720,718	\$0
BART	\$0	\$1,699,002	\$1,699,002	\$1,699,002	\$0
LAVTA	\$0	\$147,543	\$147,543	\$147,543	\$0
City of Alameda	\$92,331	\$160,095	\$252,426	\$252,426	\$0
City of Albany	\$15,548	\$31,033	\$46,581	\$46,581	\$0
City of Berkeley	\$136,398	\$252,178	\$388,576	\$363,358	\$25,218
City of Emeryville	\$15,472	\$23,148	\$38,620	\$34,620	\$4,000
City of Fremont	\$382,192	\$779,649	\$1,161,841	\$1,083,876	\$77,965
City of Hayward	\$963,681	\$723,835	\$1,687,516	\$1,383,500	\$304,016
City of Newark	\$39,862	\$157,057	\$196,919	\$196,919	\$0
City of Oakland	\$158,107	\$947,481	\$1,105,588	\$1,105,588	\$0
City of Pleasanton	\$0	\$91,914	\$91,914	\$91,914	\$0
City of San Leandro	\$62,636	\$279,603	\$342,239	\$342,239	\$0
City of Union City	\$0	\$271,980	\$271,980	\$271,980	\$0
Total	\$1,866,227	\$10,285,235	\$12,151,463	\$11,740,264	\$411,199

Notes:

1. FY 13-14 Estimated Revenue is based on May 2013 Measure B projections.
2. The FY 13-14 Planned Expenditures column consists of anticipated transportation related expenditures reported in the FY 12-13 Compliance Report.
3. The Anticipated Balance is the estimated FY 14-15 beginning balance.
4. Revenue and expenditure figures may vary due to number rounding.





Summary of Exemptions for Agencies with Balances of Greater than 30 percent

10.1B

(Cumulatively Across the Programs)

MEASURE B

WETA

Program	Planned Expenditures FY 12-13	Actual Expenditures FY 12-13	Unspent Amount FY 12-13	Unspent Percentage	Reason Code
Mass Transit	\$ 782,481	\$ 218,426	\$ 564,055	72%	
Totals:	\$ 782,481	\$ 218,426	\$ 564,055	72%	1 and 2

City of Albany

Program	Planned Expenditures FY 12-13	Actual Expenditures FY 12-13	Unspent Amount FY 12-13	Unspent Percentage	Reason Code
Bicycle and Pedestrian	\$ 59,471	\$ 18,425	\$ 41,046	69%	
Local Streets and Roads	\$ 368,779	\$ 8,508	\$ 360,271	98%	
Paratransit	\$ 28,490	\$ -	\$ 28,490	100%	
Total:	\$ 456,740	\$ 26,933	\$ 429,807	94%	2 and 4

City of Dublin

Program	Planned Expenditures FY 12-13	Actual Expenditures FY 12-13	Unspent Amount FY 12-13	Unspent Percentage	Reason Code
Bicycle and Pedestrian	\$ 492,812	\$ 494,037	\$ (1,225)	0%	
Local Streets and Roads	\$ 903,389	\$ 346,513	\$ 556,876	62%	
Total:	\$ 1,396,201	\$ 840,550	\$ 555,651	40%	3

Reason/Justification Code

- (1) Project Delays
- (2) Revised Implementation Plan to implement other future projects
- (3) Expenditures incurred, but not accrued, in FY 12-13 and will be expended in FY 13-14.
- (4) Project Savings
- (5) Project scope reduced due to unforeseen issues i.e. funding issues, staffing shortages, community concern, etc.

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December 20, 2013

*Dedicated to
passengers*

*Responsive
to change*

*Committed
to growth*

Arthur L. Dao, Executive Director
Alameda County Transportation Commission
1111 Broadway, Suite 800
Oakland, CA 94607

RE: Request for exemption authorization from Timely Use of Funds FY12/13, due to extraordinary circumstances.

Commissioners

Bob Johnson
City of Lodi

John W. Harris
City of Manteca

Steve Bestolarides
San Joaquin County

Brent H. Ives
City of Tracy

Kathy Miller
City of Stockton

Omar Ornelas
City of Lathrop

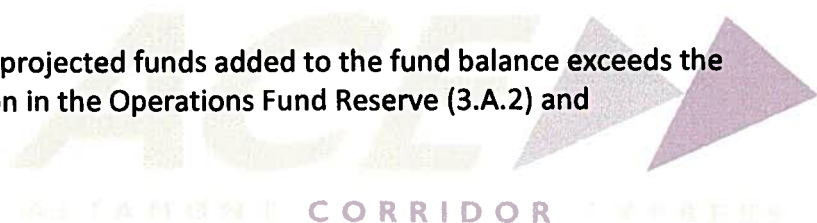
Executive Director
Stacey Mortensen

In July 2008, the San Joaquin Regional Rail Commission (SJRR) entered into an agreement with the Alameda County Transportation Improvement Authority and the Alameda County Congestion Management Agency (Alameda County Transportation Commission - ACTC) to be the direct recipient of Measure B sales tax revenue pass-through allocations for operations of the Altamont Corridor Express (ACE) service. This agreement required the transfer of the Measure B ACE reserve fund balance into a SJRR designated restricted fund for ACE Operations. The amount of this transfer was \$1,691,991.35, providing the initial fund balance to be used for ACE operations as approved annually by the ACTC Board. The current balance is a combination of the initial deposit along with interest earned and subsequent deposits in excess of authorized contribution amounts.

As part of the ACE Cooperative Services Agreement executed in July 2003, between SJRR, ACTC and Santa Clara Valley Transportation Authority (SCVTA), an annual Baseline Service Plan is developed by SJRR inclusive of ACTC and SCVTA operating contributions for the next fiscal year. After ACTC and SCVTA staff reviews the Baseline Service Plan, the respective Boards take an action on approving the plan and setting their respective local contributions.

The Measure B funds are deposited each month by ACTC, directly to SJRR's designated restricted fund, per sections 3.6, 3.8 and 6.3.5 of the Cooperative Services Agreement. SJRR may only draw ACTC's contribution from the Measure B funds based on an annually approved CPI increase. If amounts deposited by ACTC during the year exceed authorized amounts to draw, an increase in fund balance occurs.

Currently, the calculation for projected funds added to the fund balance exceeds the amounts allowed for retention in the Operations Fund Reserve (3.A.2) and



December 20, 2013
 Arthur L. Dao, Executive Director
 Alameda County Transportation Commission
 Page 2

Undesignated Fund Reserve (3.A.3). It is the intent of SJRRC, upon ACTC Board approval of the annual Baseline Service Plan to use Measure B reserved funds to augment ACTC's Baseline contribution to the ACE service over the next five fiscal years and fully expend all funds carried forward by the end of FY16/17. The table below illustrates the expenditure plan for the fund reserves:

	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17
Measure B service Contribution		\$ 2,145,893	\$ 2,200,000	\$ 2,200,000	\$ 2,200,000
Administrative Fee		\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
Measure B from Reserve Balance		\$ 655,055	\$ 700,000	\$ 700,000	\$ 20,306
Total		\$ 2,820,948	\$ 2,920,000	\$ 2,920,000	\$ 2,240,306
Remaining Reserve	\$ 2,075,361	\$ 1,420,306	\$ 720,306	\$ 20,306	\$ -

As per the Cooperative Services Agreement and Baseline Service Plan approved annually by the ACTC Board, SJRRC has been unable to expend any Measure B funds received in excess of the approved budget. This has resulted in a reserve of Measure B funds which is not consistent with use of timely funds as defined and set by ACTC's "Master Programs Funding Agreement" Section 3 (FY15/16). SJRRC/ACE is requesting authorization for an exemption due to extraordinary circumstances.

Please do not hesitate to contact George Fink, Manager of Planning & Programming at (209)944-6235, email george@acerail.com, or Margaret Merin, at (209)944-6246, email margaret@acerail.com if you have any questions or comments.

Sincerely,



Stacey Mortensen
 Executive Director

- cc: John Nguyen, ACTC
- Matt Todd, ACTC
- Vivek Bhat, ACTC
- Brian Schmidt, SJRRC
- Nila Cordova, SJRRC
- George Fink, SJRRC

file

ALBANY CALIFORNIA



CITY OF ALBANY
1000 SAN PABLO AVENUE
ALBANY, CA 94706
www.AlbanyCA.org

March 3, 2014

Mr. Scott Haggerty, Chair
Alameda County Transportation Commission (ACTC)
1111 Broadway, Suite 800
Oakland, California 94607

RE: City of Albany Request For Extension For Expenditure of Fiscal Year 2012-2013 Measure B Balances

Dear Chairman Haggerty:

In accordance with the Timely Use of Funds policy adopted by ACTC, a formal written extension request must be submitted when an agency has carry-over Measure B Funds. In Fiscal Year 2012-2013 the City of Albany had Measure B Fund balances totaling \$430,076. This matter was presented to our City Council on March 3, 2014 and the City formally requests that the Commission grant an extension. (A copy of the City Staff Report is attached for your reference and background information).

In Fiscal Year 2012-2013 the City of Albany hired a new Public Works Director. Although in previous years Measure B Local Streets funds were used in Albany primarily for eligible general street maintenance, plans are now underway to invest Measure B funds along with other local funding sources in a Citywide Pavement Rehabilitation Project. In order to implement this shift in the programming of the funds there were Local Streets and Roads funds in the amount of \$371,660, remaining at June 30, 2013. On February 3, 2014 the City Council awarded an agreement for a contract engineering firm to undertake the design and specification for street rehabilitation that will utilize over \$400,000 in Measure B funds by the end of Fiscal Year 2013-2014. In addition the City has additional planned projects and assigned reserves that were submitted as part of the Measure B compliance report, and will bring the cumulative balance within the ACTC expenditure limits.

We look forward the action by the Commission to approve this change in planned spending. The result will be visible improvements throughout our City. Further, the use of the funds on a larger project should provide economies of scale and a more efficient use of Measure B taxes. If additional information is needed from the City, please contact Ray Chan, Public Works Director.

Sincerely,

Peggy Thomsen
Mayor

Attachment: City of Albany City Council Staff Report Dated March 3, 2014

Cc: Penelope Leach, City Manager
Ray Chan, Public Works Director
Arthur Dao, ACTC Executive Director
John Hemiup, Senior Transportation Engineer



CITY OF DUBLIN

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

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



www.dublin.ca.gov

February 25, 2014

Alameda County Transportation Commission
John Hemiup, Senior Transportation Engineer
John Nguyen
1111 Broadway Suite 800
Oakland, CA 94607

RE: Exemption Request for Timely Use of Funds Policy

Mr. Hemiup:

Please accept this letter as City of Dublin's request for an exemption from the Timely Use of Funds Policy for your Commission's consideration.

Measure B Funds

In FY 2012-2013, the planned expenditures were \$903,389 and the actual expenditures through June 30, 2013, were \$346,513. The unspent amount in FY 2012-2013 is \$556,876. The primary reason for the unspent amount is the construction schedule for the planned Annual Street Overlay project. The overlay project improvements/construction took place in early FY 2013-2014, and therefore, Measure B funds expenditure took place in FY 2013-2014. To date, a total of \$479,046 in actual expenditures have been expended as part of the Annual Street Overlay Program (Project ID# ST5013). The remaining balance of \$77,830 will be utilized as part of the FY 2013-2014 Annual Street Overlay Program (Project ID# ST5014).

VRF Funds

In FY 2012-2013, the planned expenditures were \$370,000 and the actual expenditures through June 30, 2013, were \$196,965. The unspent amount in planned expenditures was \$173,035, which is above the 30% threshold for unspent funds. The reason for this unspent amount at the close of the FY 2012-2013 is the processing of project invoices after the June 30, 2013. The City was able to expend the planned expenditures at the beginning of FY 2013-2014.

If you have any questions regarding this request, please contact me at (925) 833-6640 or vivian.gong@dublin.ca.gov.

Thank you for your time and consideration.

Sincerely,

Vivian Gong
Finance Manager

February 14, 2014

John Hemiup, P.E.
Senior Transportation Engineer
Alameda County Transportation Commission
1111 Broadway, Suite 800
Oakland, CA 94607

RE: Measure B Funds - Time Extension Request

Dear Mr. Hemiup:

Pursuant to Article 3.A of the Master Program Funding Agreement, please accept this letter as the San Francisco Bay Area Water Emergency Transportation Authority's ("WETA") request for a time extension to spend the remaining Measure B balance for the FY2012/13 Planned Projects.

As part of the FY2011/12 Measure B Compliance Report, WETA staff estimated \$782,481 would be spent in FY2012/13 to support two projects including: 1) *Mid-Life Refurbishment of the Bay Breeze Vessel*, and 2) *Purchase of Inflatable Buoyant Apparatus*. Due to project delays and funding and program changes, the actual amount spent in FY2012/13 was \$218,426 or 28% of the total planned expenditures.

Mid-Life Refurbishment of the Bay Breeze Vessel

The development of the initial Request for Proposal (RFP) and scope of work for this project took longer than anticipated, causing an overall project delay. However, vessel refurbishment work has been underway since March 2013 and the vessel is scheduled for return to the Bay Area and final Coast Guard approvals this Spring. All remaining Measure B funds planned for this project, \$676,581, will be spent in FY2013/14.

Purchase of Inflatable Buoyant Apparatus (IBA)

Funds were originally planned to be used to support a project to purchase and install IBAs on vessels serving WETA's Alameda and Oakland to San Francisco routes. However, we have developed an alternative means and funding plan to address this vessel safety project. As a result, WETA is requesting that Measure B funds planned for this project be reallocated to support our East Bay Passenger Terminal Improvements project. This project includes a variety of float, pier, gangway and access improvements to be made at the Main Street and Harbor Bay terminals in Alameda and at the Clay Street terminal in Oakland. The terminal improvements project is underway and Measure B funds proposed for the project, \$125,000, could be spent in FY2013/14.

If you have any questions or require additional information, please contact Lynne Yu at (415) 364-3193 or yu@watertransit.org.

Sincerely,



Nina Rannells
Executive Director

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Measure B/Vehicle Registration Fee Compliance Report Reserve Policies and Monitoring Procedures

Commission Approval Date - October 24, 2013

Background

In April 2012, all jurisdictions receiving Measure B and Vehicle Registration Fee (VRF) funds entered into a Master Programs Funding Agreement (MPFA) with Alameda County Transportation Commission (Alameda CTC). The MPFA and its associated Implementation Guidelines outlined the direct local program distributions (pass-through), eligible expenditures, recipient reporting requirements, policies on the timely use of funds and establishment of reserve funds. Recipients of Measure B and VRF funds are required to submit to Alameda CTC an Audited Financial Statement within 180 days following the close of each fiscal year and an Annual Program Compliance Report due by December 31st of each calendar year.

Per Article 3 of the MPFA, jurisdictions receiving Measure B and VRF funds are required to use the direct local program distributions in a timely manner. As such Alameda CTC requires jurisdictions to report in their Annual Program Compliance Report an implementation plan using Measure B/VRF funds. Information reported in the prior year's Annual Program Compliance Report(s) will be evaluated against the subsequent year's reported expenditure information to determine compliance with the MPFA's Timely Use of Funds policy. This process ensures the expeditious expenditure of voter-approved transportation dollars on projects and programs throughout Alameda County.

Timely Use of Funds and Reserve Fund Policies

Per the MPFA, jurisdictions must specify the annual Measure B and VRF funding expenditures, and identify a funding plan of proposed projects/programs to be funded using any remaining Measure B/VRF funds. The applicable policies are captured below:

Article 3.A. Timely Use of Funds Policy

The Timely Use of Funds Policy requires all Measure B and VRF recipients to spend funds expeditiously or place funds into a reserve fund. Any funds not spent within the allotted time, including funds placed into reserve funds, will be subject to rescission, unless a written time extension request is submitted by the recipient and approved by Alameda CTC.

Article 3.B. Reserve Fund Policy

The Reserve Fund Policy enables Measure B and VRF recipients to establish a reserve fund for specified periods of time. This allows jurisdictions to place unexpended funds into an applicable reserve fund to demonstrate a reasonable plan to expend Measure B and VRF funds. The types of reserve funds and their eligibilities are noted in the Exhibit A: Fund Categories

Article 3.C. Rescission of Funds Policy

If the recipient does not meet the timeliness requirements, Alameda CTC may rescind any unspent funds and interest earned, unless a written time extension request is submitted by the recipient and approved by Alameda CTC.

Tracking and Monitoring Measure B/VRF Expenditures and Reserve Plans

As part of the Compliance Reporting process, jurisdictions are required to report annual planned expenditures using their fund balances into the four available fund categories listed in Exhibit A. Alameda CTC’s tracking and monitoring policies is also further disseminated in the sections below.

EXHIBIT A: FUND CATEGORIES

FUND CATEGORY	MAXIMUM FUNDING ALLOTMENT	TIMELY USE OF FUNDS REQUIREMENT
<p>1. <u>Annual Planned Projects (unreserved)</u> Recipients may report an annual implementation plan using Measure B or VRF direct local program distributions.</p>	<p>None.</p>	<ul style="list-style-type: none"> To ensure expeditious use of funds, Alameda CTC expects recipients to expend funds identified as annual planned projects.
<p>2. <u>Capital Fund Reserve</u> Recipients may establish a specific capital fund reserve to fund specific large capital project(s) that could otherwise not be funded with a single’s year worth of Measure B or VRF direct local program distributions.</p>	<p>None.</p>	<ul style="list-style-type: none"> Recipients shall expend all reserve funds by the end of three fiscal years following the fiscal year during which the reserve was established. <ul style="list-style-type: none"> <i>In the FY 11-12 Compliance Report the established Capital Fund Reserve Window is FY 12/13 through FY 15/16.</i> To ensure expeditious use of funds, Alameda CTC expects recipients to expend funds identified in the first FY of the reserve fund.
<p>3. <u>Operations Fund Reserve</u> Recipients may establish and maintain a specific reserve to address operational issues, including fluctuations in revenues, and to help maintain transportation operations</p>	<p>50 percent of anticipated annual direct local program revenues.</p>	<ul style="list-style-type: none"> This is a revolving fund; therefore, unexpended funds may be reassigned in the subsequent fiscal year, but must be expended within the subsequent expenditure period. The next reserve window is FY 13/14 through FY 16/17.
<p>4. <u>Undesignated Fund Reserve</u> Recipients may establish and maintain a specific reserve for transportation needs over a fiscal year for grants, studies, contingency, etc.</p>	<p>10 percent of anticipated annual direct local program revenues.</p>	<p>This is a revolving fund; therefore, unexpended funds may be reassigned in the subsequent fiscal year, but must be expended within the subsequent expenditure period. The next reserve window is FY 13/14 through FY 16/17.</p>

Annual Expenditure Threshold Guideline

Alameda CTC recognizes recipients are providing an estimate of planned expenditures when reporting their implementation plan as part of the Annual Compliance Report. As a result there may be unexpected funds balances from these planned budgets due to project bid savings, contingencies, or supplemental savings. Thus, Alameda CTC will monitor and evaluate the total summation of the planned annual expenditures across all programmatic types (*Bike/Pedestrian, Local Transportation, Mass Transit, and Paratransit*).

SECTION 1: Measure B/VRF Annual Planned Projects

Purpose of Annual Planned Projects

Through the Annual Program Compliance Report, jurisdictions may report annual planned projects using Measure B/VRF funds in the compliance reporting forms, *Table 3 Section 1 Planned Projects*.

Project Types include:

- One-year Capital Projects
- Traffic Operations
- Traffic Signal Coordination
- Slurry Seal/Pavement Rehabilitation
- Program Management

Timely Use of Funds Policy Implementation

- Alameda CTC will monitor the recipient’s planned versus actual expenditures in the Annual Program Compliance Report.
- Alameda CTC expects recipients to expend funds identified as annual planned projects.
 - Recipient’s annual reported expenditures collectively across the planned sections for all applicable programmatic types must be at least 70 percent expended to demonstrate expeditious use of Measure B/VRF funds.
 - 70 percent expenditure threshold is derived from:
 - Jurisdictions planned annual expenditures are reported in December, which is mid-way through the relevant fiscal year.
 - Permits an allowance for contingencies or unexpected cost savings.
 - Any unspent funds greater than 30 percent of the reported planned expenditures across the planned sections for all applicable programmatic categories must be justified and may be subject for rescission, unless a written time extension request is submitted by the recipient and approved by Alameda CTC (*MPFA, Article 3*).

<i>Program Compliance Report Table 3</i>		
Section 1: Planned Projects (unreserved)		
RESERVE TYPE DESCRIPTION	RECIPIENT’S RESPONSIBILITY	ALAMEDA CTC’S RESPONSIBILITY
Projects included in this section are required to be implemented and funded as planned during the specified fiscal year. <u>Project Types include:</u> <ul style="list-style-type: none"> - One-year Capital Projects - Traffic Operations - Traffic Signal Coordination - Slurry Seal/Pavement Rehabilitation - Program Management 	Recipients are allowed to outline specific projects that are planned to be implemented during the specified fiscal year. Recipients will report these same projects/expenditures in subsequent Annual Compliance Reports and identify their delivery status.	Alameda CTC will review projects listed in this section through the Annual Program Compliance Report process and ensure the Recipient is adhering to the Timely Use of Funds Policy. Alameda CTC will monitor Recipient’s reported planned expenditures and actual expenditures reported in the past and present Annual Program Compliance Reports. Alameda CTC will evaluate unexpended fund balances.
<u>What happens to unexpended balances?</u> <ol style="list-style-type: none"> 1. All funds specified in this section must be no less than 70 percent expended collectively across the planned sections for all applicable programmatic categories. A written justification is required for unexpended balances for administrative or Commission approval. Annual balances less than 30 percent are subject to administrative approval, and balances greater than 30 percent are subject to Commission approval. 2. Any funds not expended may be subject to rescission, unless a written time extension request is submitted by the recipient and approved by Alameda CTC. 		

SECTION 2: Measure B/VRF Capital Fund Reserve

Purpose of Capital Fund Reserve

Through the Annual Program Compliance Report, jurisdictions may report planned uses of Measure B/VRF fund reserves for Capital Projects in *Table 3 Section 2 Capital Fund Reserve* of the compliance reporting forms.

The Capital Fund Reserve is for anticipated Capital Projects planned over four fiscal years. Recipients cannot reserve funds past the end of the third fiscal year immediately following the fiscal year during which the reserve was established.

Project Types include:

- Multi-year Capital Projects
- Roadway Projects
- Drainage/Facilities Projects
- Slurry Seal/Pavement Rehabilitation
- Bike/Pedestrian Projects

Timely Use of Funds Implementation Policy

- Alameda CTC will track each project's proposed budget in the Capital Fund Reserve by phase and year through the Annual Program Compliance Report process.
- Alameda CTC will monitor the recipient's reported Capital Fund Reserve planned versus actual expenditures.
- Recipient's annual reported planned expenditures for the overall reserve section must demonstrate expeditious use of Measure B/VRF funds.
- Recipient may request fund adjustments from year to year within the reserve period as part of the Annual Compliance Report. However, Alameda CTC will monitor each individual project to ensure that the reported expenditures for each fiscal year are being expended within the Timely Use of Funds requirements.
 - Any unspent funds for individual projects and/or Capital Fund Reserve section must have a justification for the unexpended funds.
 - Recipient may reallocate funds to an outer year in the reserve window to the same project or to an alternative project.
 - Unexpended funds must be reallocated in the same Capital Fund Reserve window in which the reserve was established.
 - Any funds not expended by the end of third fiscal year immediately following the fiscal year during which the reserve was established will be rescinded, unless a written time extension request is submitted by the recipient and approved by Alameda CTC (*MPFA, Article 3*).

Program Compliance Report Table 3		
Section 2: Capital Fund Reserve		
RESERVE TYPE DESCRIPTION	RECIPIENT'S RESPONSIBILITY	ALAMEDA CTC'S RESPONSIBILITY
<p>Projects included in this section are designated with Capital Fund Reserves during a reserve window over four fiscal years.</p> <p><i>Reserve Window: All funds must be expended prior to the end of the third fiscal year immediately follow the fiscal year during which the reserve was established.</i></p> <p><u>No.1 Initial Reserve Window</u> - FY 12-13 through FY 15-16</p> <p><u>No.2 Second Reserve Window</u> - FY 13-14 through FY 16-17</p> <p>The Capital Fund Reserve is for large capital project(s) that could otherwise not be funded with a year's worth of Measure B/VRF direct local program distributions. All programmed funds must be expended by the end their respective fiscal year window.</p> <p><u>Project Types include:</u></p> <ul style="list-style-type: none"> - Multi-year Capital Projects - Roadway Projects - Drainage/Facilities Projects - Slurry Seal/Pavement Rehabilitation - Bike/Pedestrian Projects 	<p>Recipients are expected to report large capital projects funded with Measure B/VRF revenue over a four fiscal year reserve window.</p> <p>Any projects that require additional Measure B/VRF funding beyond the total anticipated fiscal year's revenue that is allocated in this reserve must state in the project status notes:</p> <ol style="list-style-type: none"> 1. The total project cost using Measure B/VRF funding; 2. The outstanding Measure B/VRF balance that is required to complete the project; and 3. Specify anticipated future funding using additional Measure B/VRF revenue for the project in subsequent years. <p>Recipients will report these same projects/expenditures in subsequent Annual Compliance Reports and identify their delivery status (i.e. continuing or close-out).</p>	<p>Alameda CTC will track each project proposed in the Capital Fund Reserve through the Annual Program Compliance Report process to ensure the Recipient is adhering to the Timely Use of Funds Policy of the MPFA.</p> <p>Alameda CTC will monitor Recipient's reported planned expenditures and actual expenditures reported in the past and present Annual Program Compliance Reports.</p> <p>Alameda CTC will evaluate unexpended fund balances.</p>
<p><u>What happens to unexpended balances?</u></p> <ol style="list-style-type: none"> 1. Recipients must expend the funds identified for projects as reported within their respective reserve window. <ol style="list-style-type: none"> a. Capital Fund Reserve balances may be forwarded to an outer year of the original reserve window. b. As part of the Program Compliance Report, a written justification is required for unexpended balances. 2. Any funds not expended by the end of third fiscal year immediately following the fiscal year during which the reserve was established will be rescinded, unless a written time extension request is submitted by the recipient and approved by Alameda CTC. 		

SECTION 3: Measure B/VRF Operations Fund Reserve

Purpose of Operations Fund Reserve

As part of the Annual Program Compliance Report, jurisdictions may establish an operational reserve of up to 50 percent of annual Measure B/VRF fund revenues in *Table 3 Section 3 Operations Fund Reserve* of the compliance reporting forms.

The Operations Fund Reserve allowed to accounts for fluctuations in revenues, and operational adjustments.

Project Types include:

- Transit Operations
- Traffic Signal Coordination
- Street Lights Maintenance
- Roadway/Traffic Studies
- Facilities Maintenance
- General Studies

Timely Use of Funds Implementation Policy

- Alameda CTC will monitor recipient’s annual Operations Fund Reserve to ensure it does not exceed 50 percent of the annual Measure B/VRF revenue.
- There are no expenditure requirements for the immediate fiscal year that the reserve was established for. However, in the following fiscal year, recipients must reallocate the reserve balance to a planned project or Capital Fund Reserve project.
 - Once reallocated, any funds not expended by the end of third fiscal year immediately following the fiscal year during which the initial operating reserve was established will be rescinded, unless a written time extension request is submitted by the recipient and approved by Alameda CTC.

<i>Program Compliance Report Table 3</i>		
Section 3: Operations Fund Reserve		
RESERVE TYPE DESCRIPTION	RECIPIENT’S RESPONSIBILITY	ALAMEDA CTC’S RESPONSIBILITY
Projects and activities included in this section are designed to address operational issues, such as fluctuations in revenues, and to help maintain transportation operations. The total amount identified may not exceed 50 percent of anticipated annual revenue. <u>Project Types include:</u> <ul style="list-style-type: none"> - Transit Operations - Traffic Signal Coordination - Street Lights Maintenance - Roadway/Traffic Studies - Facilities Maintenance - General Studies 	Recipients are allowed to program up to 50 percent of anticipated annual revenue for operational projects/programs such as transit operations, traffic operations, streetlight maintenance, etc. Recipients may also create a reserve item for general operations. Recipients cannot program more than 50 percent of anticipated annual revenue. Recipients will report these same projects/expenditures in subsequent Annual Compliance Reports and identify their delivery status (i.e. continuing or close-out).	Alameda CTC will review the project list to determine eligibility in the operational reserve. Alameda CTC will ensure the programmed amount does not exceed 50 percent of anticipated annual revenue. Alameda CTC will monitor Recipient’s reported planned expenditures and actual expenditures reported in the past and present Annual Program Compliance Reports.
<u>What happens to unexpended balances?</u> Unexpended Operational Fund Reserve balance may be reassigned as part of the subsequent Annual Program Compliance Reporting process.		

SECTION 4: Measure B/VRF Undesignated Fund Reserve

Purpose of Undesignated Fund Reserve

As part of the Annual Program Compliance Report, jurisdictions may establish an undesignated reserve of up to 10 percent of annual Measure B/VRF fund revenues in *Table 3 Section 4 Undesignated Fund Reserve* of the compliance reporting forms.

The Undesignated Fund Reserve accounts for project contingencies or unexpected circumstances.

Timely Use of Funds Implementation Policy

- Alameda CTC will monitor recipient’s annual Undesignated Fund Reserve to ensure it does not exceed 10 percent of the annual Measure B/VRF revenues.
- There are no expenditure requirements for the immediate fiscal year that the reserve was established for. However, in the following fiscal year, recipients must reallocate the reserve balance to a planned project or Capital Fund Reserve project.
 - Once reallocated, any funds not expended by the end of third fiscal year immediately following the fiscal year during which the initial undesignated fund reserve was established will be rescinded, unless a written time extension request is submitted by the recipient and approved by Alameda CTC.

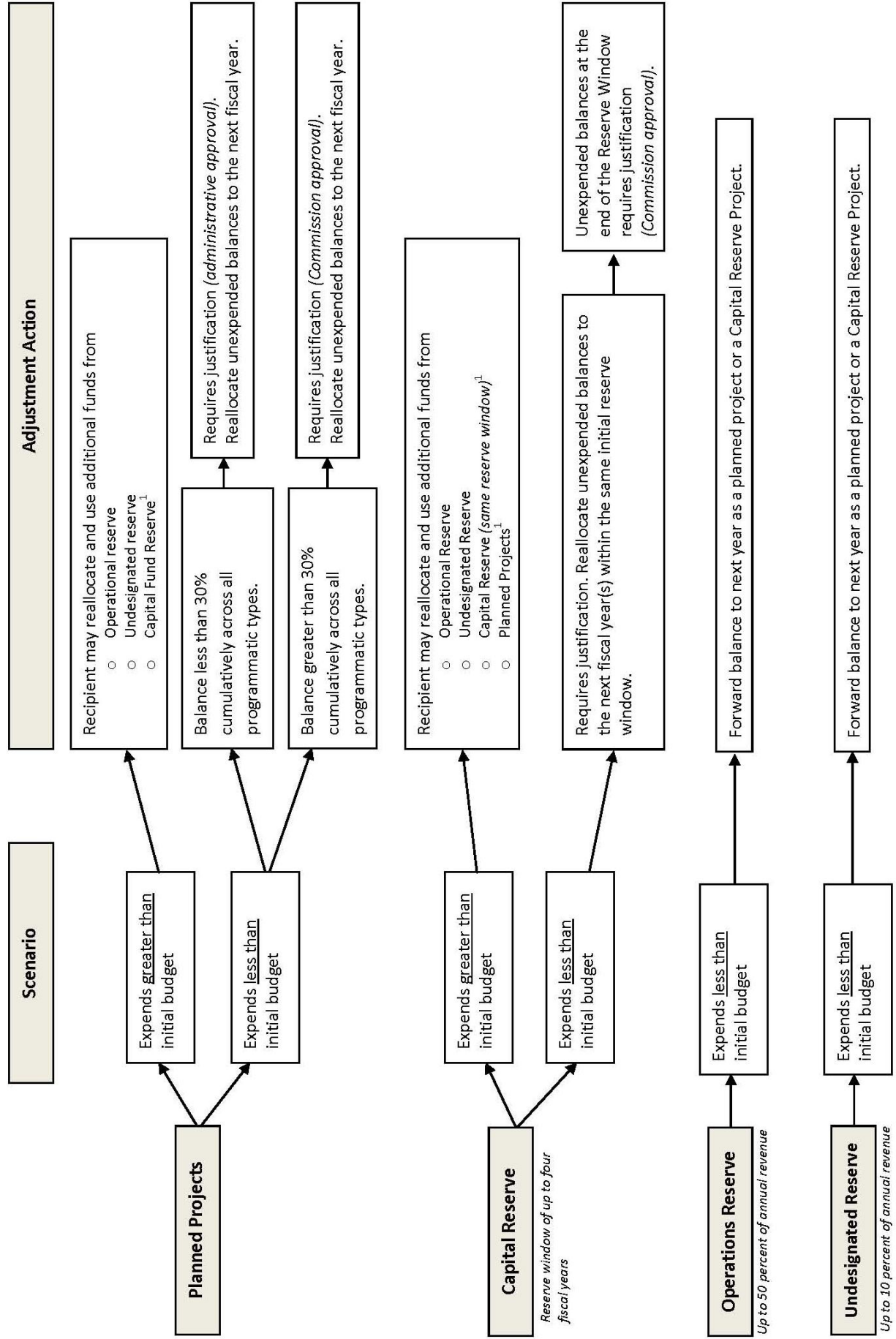
<i>Program Compliance Report Table 3</i>		
Section 4: Undesignated Fund Reserve		
RESERVE TYPE DESCRIPTION	RECIPIENT’S RESPONSIBILITY	ALAMEDA CTC’S RESPONSIBILITY
Projects included in this section are for unspecified/as-needed transportation activities such as such as matching funds for grants, project development work, studies for transportation purposes, or contingency funds for a project or program. This fund may not contain more than 10 percent of annual direct local program revenues.	Recipients may establish an undesignated reserve fund for yet to be defined transportation funding needs of up to 10 percent of anticipated annual revenue. Recipients may propose potential uses of undesignated fund reserves in the additional information or status section.	Alameda CTC will ensure the programmed amount does not exceed 10 percent of anticipated annual revenue. Alameda CTC will monitor Recipient’s reported planned expenditures and actual expenditures reported in the past and present Annual Program Compliance Reports.
<u>What happens to unexpended balances?</u>		
1. Unexpended annual undesignated Fund Reserve balance may be reassigned as part of the subsequent Annual Program Compliance Reporting process.		

Exhibit B: Annual Funding Adjustment Scenarios

FUND CAT.	SCENARIO	ADJUSTMENT
PLANNED PROJECTS	1. Recipient expends <u>greater than</u> initial budget a. Projects required additional funds b. Implemented more projects than expected	<ul style="list-style-type: none"> • Recipient may reallocate and use funds from <ul style="list-style-type: none"> ○ Operational Reserve ○ Undesignated Reserve ○ Capital Fund Reserve¹
	2. Recipient expends <u>less than</u> initial budget a. Projects contained project savings or other funding sources acquired b. Projects were not delivered	<p><u>Unexpended balance less than 30%</u></p> <ul style="list-style-type: none"> • Recipient may reallocate unexpended balances less than 30 percent of overall planned allocation (<i>cumulatively across all programmatic types</i>) to the next fiscal year. Justification is required and reallocation subject to Alameda CTC administrative approval. <p><u>Unexpended balance greater than 30%</u></p> <ul style="list-style-type: none"> • If unexpended amount is greater than 30 percent of overall planned allocation (<i>cumulatively across all programmatic types</i>). Recipient may propose to reallocate balances to the following fiscal year. Justification is required and reallocation is subject to Alameda CTC's Commission approval.
CAPITAL FUND RESERVE	3. Recipient expends <u>greater than</u> initial budget a. Projects required additional funds b. Implemented more projects than expected	<ul style="list-style-type: none"> • Recipient may reallocate and use funds from <ul style="list-style-type: none"> ○ Operational Reserve ○ Undesignated Reserve ○ Capital Reserve (<i>same reserve window</i>)¹ ○ Planned Projects¹
	4. Recipient expends <u>less than</u> initial budget a. Projects contained project savings or other funding sources acquired b. Projects were not delivered	<p><u>Unexpended balances</u></p> <ul style="list-style-type: none"> • Recipient may reallocate unexpended balances per project and/or overall planned Capital Fund Reserve allocation to the next fiscal year(s) within the same reserve window. <ul style="list-style-type: none"> ○ Justification statements are required for fund balances and proposed reallocations. • Funds must remain within the same initial Capital Fund Reserve window. • Unexpended balances at the end of the four fiscal year reserve window may be subject to rescission.
OPERATIONS FUND RESERVE	5. Recipient expends <u>less than</u> initial budget	<ul style="list-style-type: none"> • Operations Reserve balance to be forwarded to following fiscal year as a planned project or a Capital Reserve Project.
UNDESIGNATED FUND RESERVE	6. Recipient expends <u>less than</u> initial budget	<ul style="list-style-type: none"> • Undesignated Fund Reserve balance to be forwarded to following fiscal year as a planned project or a Capital Reserve Project.

Notes: 1. Drawing funds from the "Planned" or "Capital Fund" fund sources should be considered after exhausting other Fund Reserves. If drawing funds from the "Planned Projects" or "Capital Fund Reserve" project(s), recipient must disclose the impact of removing funds for the project(s), and alternative funding to fulfill the original project funding plan.

ANNUAL FUNDING ADJUSTMENT SCENARIOS FLOW DIAGRAM



Notes: 1. Drawing funds from the "Planned" or "Capital Fund" fund sources should be considered after exhausting other Fund Reserves. If drawing funds from the "Planned Projects" or "Capital Fund Reserve" project(s), recipient must disclose the impact of removing funds for the project(s), and alternative funding to fulfill the original project funding plan.

“BASELINE” IMPLEMENTATION PLANS AND FUND RESERVES

The Timely Use of Funds policy dictates that Measure B and VRF funds must be expended expeditiously and within specified time periods as outlined for each of the reserve categories.

As such, recipients are required to submit an Annual Program Compliance Report on December 31st. This submitted report will be reviewed by Alameda CTC staff, the Citizens Watchdog Committee, and posted on the Alameda CTC’s website. Recipients may be requested to clarify reporting data and project implementation plans. Thus, recipients may be asked to modify their Annual Program Compliance Report submittal. By mid-March, recipients’ may submit revisions to the Annual Program Compliance Reports, if necessary. Revision must include information on the delivery status of planned projects and programs, and reasons for changes. These reports establish a baseline implementation plan used for evaluation to subsequent compliance reports.

The finalized (*executed*) reported information provided in the Annual Program Compliance Report’s Table 3 will be used to evaluate the recipient’s adherence to the Timely Use of Funds policy as described in the MPFA. Information reported in the Annual Program Compliance Report’s Table 3 will be evaluated against the subsequent year’s reported expenditure information to determine compliance with the Timely Use of Funds policy.

AMENDMENT REQUESTS

Alameda CTC will consider the following amendment requests:

1. Reallocation of unexpended annual balances of Planned Projects or Capital Fund Reserve at the Timely Use of Funds milestone.
 - a. Annual balances less than 30 percent (*cumulatively across all programmatic types*) are subject to administrative approval, and
 - b. Annual balances greater than 30 percent (*cumulatively across all programmatic types*) are subject to Commission approval.
2. Revision to projects identified in the Capital Fund Reserve including scope, project lists, and dollars.

Administrative Amendment Procedure

1. Recipients must justify and propose balance reallocations within the Annual Compliance Report for balances less than 30 percent of overall planned project sections (*cumulatively across all programmatic types*) or for amendments within the Capital Fund Reserve.
2. Alameda CTC will review the requests through the compliance reporting process and may request additional information, if required, prior to its determination of the request.

Formal Amendment Procedure

1. Recipients must submit a written request for a time extension and reallocation of balances greater than 30 percent of overall planned project sections (*cumulatively across all programmatic types*) to Alameda CTC or unexpended funds at the end of the Capital Fund Reserve period.
2. Alameda CTC staff will evaluate the eligibility of time extension request and will prepare the staff report to Alameda CTC Commission.
3. Alameda CTC Commission approval is required for a formal amendment.
4. Alameda CTC staff will notify recipient of the Commission’s action in writing.



Memorandum

10.2

1111 Broadway, Suite 800, Oakland, CA 94607 • PH: (510) 208-7400 • www.AlamedaCTC.org

DATE: June 2, 2014

SUBJECT: Sales Tax Revenue Budget for FY2013-14

RECOMMENDATION: Review the revised sales tax revenue budget for FY2013-14 of \$125 million and an increase in the corresponding pass-through and other budgeted expenditures based on the formulas established in the transportation expenditure plan.

Summary

It is recommended that the Commission approve an increase to the Alameda CTC's sales tax revenue budget for FY2013-14 from the currently adopted amount of \$120 million to \$125 million for an increase of \$5 million, and an increase in the corresponding pass-through and other expenditures based on the formulas established in the transportation expenditure plan.

Background

The proposed increase is 4.2 percent higher than the currently adopted budget. Based on receipts to date, sales tax revenues have out-performed the original projection in the budget by 4.5 percent. Overall receipts in the 1st and 2nd quarters of the year were higher than budget by about 3.3 percent. The receipts received over the last couple of months are still estimates until the 3rd quarter adjustment to "true up" the amounts received to date is received in June. The increase in sales tax revenues over the last several months continues to reflect positive changes to the economy in Alameda County. This revised projection exceeds last fiscal year's historical peak level of \$121.1 million. If approved, this revised sales tax projection will be included as a budget adjustment to the FY2013-14 budget, increasing projected revenues by \$5 million and the corresponding pass-through and other budgeted expenditures based on the formulas established in the transportation expenditure plan.

Fiscal Impact

The proposed revision to the Alameda CTC's FY2013-14 sales tax revenue budget would provide additional resources of \$5 million and authorize the corresponding pass-through and other budgeted expenditures based on the formulas established in the transportation expenditure plan.

Staff Contact

[Patricia Reavey](#), Director of Finance

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DATE: June 2, 2014

SUBJECT: Alameda CTC FY2013-14 Third Quarter Investment Report

RECOMMENDATION: Approve the Alameda CTC FY2013-14 Third Quarter Investment Report

Summary

The Quarterly Investment Report (Attachment A) provides balance and average return on investment information for all cash and investments held by the Alameda CTC as of March 31, 2014. The report also shows balances as of June 30, 2013 for comparison purposes. The *Portfolio Review for Quarter Ending March 31, 2014* (Attachment B) prepared by SunTrust Bank provides a review and outlook of current market conditions, an investment strategy to maximize return without compromising safety and liquidity and an overview of the strategy used to develop the bond proceeds portfolio. Alameda CTC investments are in compliance with the adopted investment policy as of March 31, 2014. Alameda CTC has sufficient cash flow to meet expenditure requirements over the next six months.

Activity

The following are key highlights of cash and investment information as of March 31, 2014:

- In March 2014, Alameda CTC issued Sales Tax Revenue Bonds, Series 2014 which significantly increased the total investment balance of the Alameda CTC since the last quarterly report. The proceeds from the sales of the Series 2014 bonds, net of issuance costs and an initial drawdown of bond related project costs, totaled \$129.3 million. These funds were used to establish an Interest Fund and Project Fund at Union Bank, the bond trustee. The Interest Fund was initially funded with \$20.3 million and the Project Fund with \$108.9 million.
- As of March 31, 2014, total cash and investments held by the Alameda CTC were \$387.6 million with bond proceeds accounting for 33.3% of the total.
- The ACTA investment balance decreased \$1.8 million or 1.4% from the prior year-end balance due to capital projects expenditures. The ACTIA investment balance increased \$152.6 million or 175% mostly related to the receipt of bond proceeds.

The ACCMA investment balance increased \$0.6 million or 2.5% primarily due to the timing between VRF collections and VRF program expenditures.

- Investment yields have declined with the return on investments for the Alameda CTC at 0.28% compared to the prior year's return of 0.57%. Return on investments were projected for the FY2013-14 budget year at varying rates ranging from 0.3% - 0.5% depending on investment type.

Fiscal Impact

There is no fiscal impact.

Attachments

- A. Consolidated Investment Report as of March 31, 2014
- B. Portfolio Review for Quarter Ending March 31, 2014 (provided by SunTrust Bank)
- C. Fixed Income Portfolio as of March 31, 2014

Staff Contact

[Patricia Reavey](#), Director of Finance

[Lily Balinton](#), Accounting Manager

Alameda CTC						
Consolidated Investment Report						
As of March 31, 2014						
ACTA	Un-Audited		Interest Earned		FY 2012-2013	
	Investment Balance	Interest earned	As of March 31, 2014 Approx. ROI	Budget	Investment Balance June 30, 2013	Interest earned FY 2012-2013
Checking Account	\$ 643,207	\$ 6	0.00%		\$ 990,642	\$ 35
State Treasurer Pool (LAIF)	39,085,564	83,597	0.29%		26,312,847	37,613
Investment Advisor ⁽¹⁾	74,910,810	255,865	0.46%		89,135,230	994,095
Loan to ACCMA	10,000,000	-			10,000,000	-
ACTA Total	\$ 124,639,581	\$ 339,467	0.36%	\$ 322,500	\$ 126,438,719	\$ 1,031,742
					Approx. ROI 0.82%	
ACTIA	Un-Audited		Interest Earned		FY 2012-2013	
	Investment Balance	Interest earned	As of March 31, 2014 Approx. ROI	Budget	Investment Balance June 30, 2013	Interest earned FY 2012-2013
Checking Account	\$ 19,098,944	\$ 175	0.00%		\$ 10,825,653	\$ 235
State Treasurer Pool (LAIF)	35,989,814	75,618	0.28%		32,405,385	78,105
Investment Advisor ⁽¹⁾	55,656,691	57,337	0.14%		43,976,235	148,637
2014 Series A Bond Project Fund	108,759,654	9,352	0.10%		-	-
2014 Series A Bond Interest Fund	20,312,183	5,939	0.35%		-	-
ACTIA Total	\$ 239,817,287	\$ 148,421	0.16%	\$ 31,500	\$ 87,207,273	\$ 226,977
					Approx. ROI 0.26%	
ACOMA	Un-Audited		Interest Earned		FY 2012-2013	
	Investment Balance	Interest earned	As of March 31, 2014 Approx. ROI	Budget	Investment Balance June 30, 2013	Interest earned FY 2012-2013
Checking Account	\$ 3,275,998	\$ -	0.00%		\$ 2,713,936	\$ -
State Treasurer Pool (LAIF)	16,047,600	34,198	0.28%		14,848,174	44,446
Project Deferred Revenue ⁽²⁾	13,842,838	27,464	0.26%		15,030,817	52,207
Loan from ACTA	(10,000,000)	-			(10,000,000)	-
ACOMA Total	\$ 23,166,436	\$ 61,662	0.35%	\$ -	\$ 22,592,926	\$ 96,653
					Approx. ROI 0.43%	
ACTC TOTAL	\$ 387,623,303	\$ 549,551	0.28%	\$ 354,000	\$ 236,238,919	\$ 1,355,373

Notes:

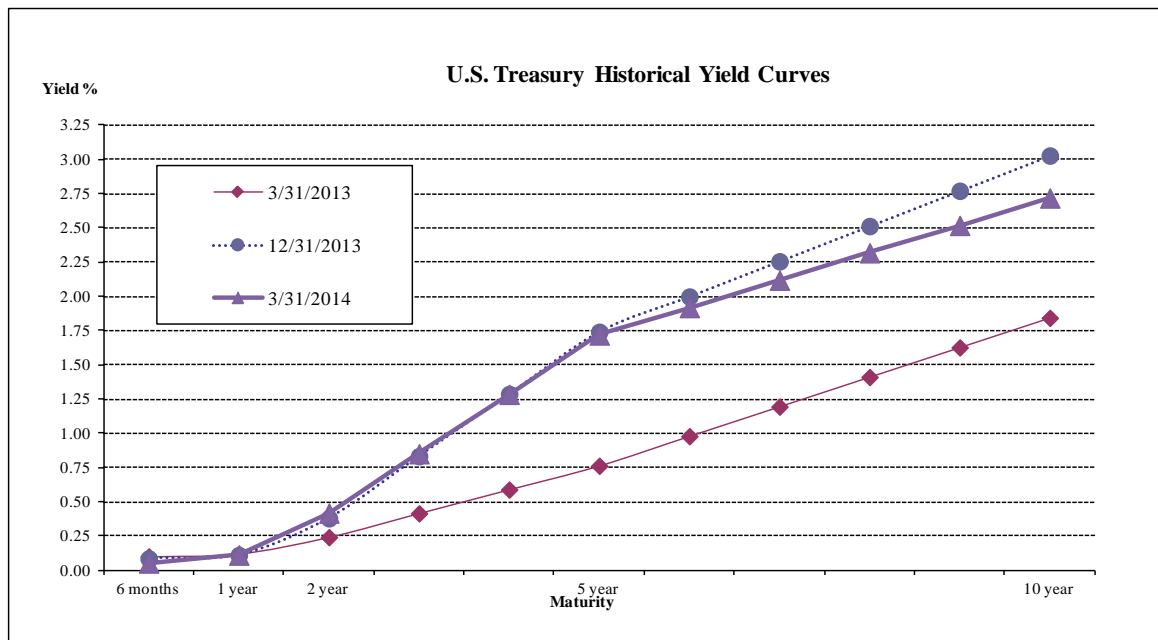
- (1) See attachments for detail of investment holdings managed by Investment Advisor.
- (2) Project funds in deferred revenue are invested in LAIF with interest accruing back to the respective fund which include TVTC, San Leandro Marina, TCRP, PTMISEA and Cal EMA.
- (3) All investments are marked to market on the financial statements at the end of the fiscal year per GASB 31 requirements.
- (4) Alameda CTC investments are in compliance with the currently adopted investment policies.
- (5) Alameda CTC has sufficient cash flow to meet expenditure requirements over the next six months.

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Alameda County Transportation Commission Portfolio Review for Quarter Ending March 31, 2014

Fixed Income Market Review and Outlook

Interest rates were unchanged to modestly lower over the first quarter of the year. The quarter started with interest rates falling due to weaker than expected economic news. As the quarter progressed, the softness in the economic data was largely attributed to poor weather. Typically when economic activity is depressed by inclement weather there is a rebound in activity once the adverse conditions are no longer present. By the end of the quarter expectations of an upcoming rebound in economic growth in combination with a more upbeat assessment from the Federal Reserve brought interest rates back to the level where they began the year.



Data Source: Bloomberg Finance L.P.

SunTrust remains positive on the outlook for economic growth in 2014 and believes interest rates will continue their gradual rise. We also expect the pace of economic growth will be sufficient enough to prompt the Federal Reserve to begin raising the Federal Funds Rate by the Fall of 2015. The timing and pace of the eventual increase in the Federal Funds rate is perhaps the single most important factor in determining the outcome for the portfolios. These expectations are the primary factor in determining whether short-term rates rise or fall and the shape of the yield curve as depicted in the graph above.

Recently, the members of the Federal Reserve Board began to publish its expectations of where the Federal Funds Rate would likely be at the end of the next several years. Of the 16 voting and non-voting members of the Board, all but one felt the Federal Funds rate would remain at current levels this year. Looking further ahead, all but two felt the initial increase in the level of the Federal Funds rate would occur sometime next year. In the long run, most members of the Federal Reserve Board expect the Federal Funds rate to settle around 4%. While there is a large and growing consensus that the first rate hike from the Federal Reserve will occur next year, there is less agreement on the pace of successive hikes. Given the current exceptionally low level of short-term interest rates as well as our anticipated level of future inflation, we believe the pace of successive rate hikes will be faster than most expect. Consistent with this view, we continue to recommend a lower than normal exposure to interest rate risk for your portfolios.

Strategy

Over the foreseeable future SunTrust expects interest rates to move gradually higher. Currently the portfolio's sensitivity to a change in interest rates is modestly below that of the benchmark. The current low rate environment leaves the bond market without much of a yield cushion to avoid negative rates of returns should interest rates begin to rise more than already anticipated by the market.

Given our outlook and the current level of uncertainty in the markets, we are comfortable keeping the portfolio's exposure to a change in interest rates near that of the benchmark.

For the time being, we are recommending any surplus cash flows from maturing issues be rolled over into LAIF. As opportunities present themselves we will be strategically placing investments where we believe they can provide a higher return than LAIF.

As of the end of the quarter, the consolidated Alameda CTC ACTA/ACTIA portfolio consisted of 53.6% US Government Agency securities, 20.8% US Treasury securities, 20.2% High Grade Corporate Bonds, 0% Certificates of Deposit, 5.0% Commercial Paper and 0.4% in cash and cash equivalents.

Compliance with Investment Policy Statement

For the quarter ending March 31, 2014, the Alameda CTC portfolio was in compliance with the adopted investment policy statement.

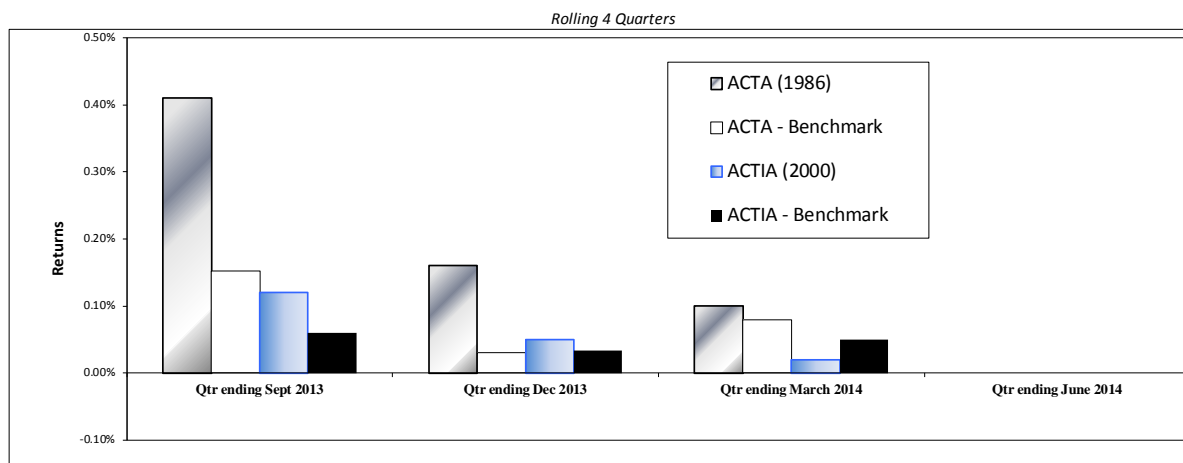
Budget Impact

The portfolio's performance is reported on a total economic return basis. This method includes the coupon interest, amortization of discounts and premiums, capital gains and losses and price changes (i.e., unrealized gains and losses). For the quarter ending March 31, the ACTA (1986 Measure B) portfolio returned **0.10%** percent. This compares to the benchmark return of **0.08%** percent. For the quarter ending March 31, the ACTIA (2000 Measure B) portfolio returned **0.02%** percent. This compares to the benchmark return of **0.05%** percent. The exhibit below shows the performance of the Alameda CTC's portfolios relative to their respective benchmarks for the quarter.

The portfolio's yield to maturity, the return the portfolio will earn in the future if all securities are held to maturity is also reported. This calculation is based on the current market value of the portfolio including unrealized gains and losses. For the quarter ending March 31, the ACTA (1986 Measure B) portfolio's yield to maturity or call was **0.31%**. The benchmark's yield to maturity was **0.18%**. For the quarter ending March 31, the ACTIA (2000 Measure B) portfolio's yield to maturity or call was **0.24%**. The benchmark's yield to maturity was **0.10%**.

Alameda CTC

Quarterly Review - Account vs. Benchmark



Trailing 12 Months	Jul-13	Aug-13	Sep-13	Oct-13	Nov-13	Dec-13	Jan-14	Feb-14	Mar-14	Apr-14	May-14	Jun-14	Inception to Date
MONTHLY PERFORMANCE DATA													
Alameda ACTA (1986)	0.34%	-0.01%	0.08%	0.09%	0.06%	0.01%	0.07%	0.05%	-0.02%				0.67%
Alameda ACTIA (2000)	0.10%	0.00%	0.02%	0.03%	0.01%	0.01%	0.01%	-0.01%	0.02%				0.19%
Benchmark - ACTA	0.08%	-0.01%	0.09%	0.03%	0.02%	-0.02%	0.06%	0.03%	-0.01%				0.26%
Benchmark - ACTIA	0.02%	0.02%	0.02%	-0.01%	0.01%	0.03%	0.02%	0.01%	0.02%				0.14%

Bond Proceeds Portfolios

On March 4, 2014, in conjunction with the issuance of the Alameda County Transportation Commission Sales Tax Revenue Bonds, Series 2014, (the Series 2014 Bonds), Alameda CTC established both an **Interest Fund** and **Project Fund** at Union Bank of California, the Series 2014 Bond trustee. These portfolios were initially funded with \$20,335,886 in the Interest Fund and \$108,944,688 in the Project Fund, which was an amount net of the initial drawdown for bond related project costs incurred prior to closing.

The portfolios were invested by buying allowable high grade fixed income securities with maturities that matched the anticipated cash outlays. For the Interest Fund cash outlays include the interest payable on the Series 2014 Bonds that is required to be set aside in an interest reserve fund. For the Project Fund cash outlays include allocations to those projects that were identified to be funded with the Series 2014 Bond proceeds in the bond documents. The portfolios were designed to be 'buy and hold' portfolios with securities maturing in time to fund any anticipated cash flows.

As of March 4, 2014, the average life of the cash flows for the Interest Fund was roughly 2.0 Years while the average life of the cash flows of the project fund were anticipated to be approximately 8 months.

One way to measure the anticipated return of the portfolios is their *yield to maturity*. This is the return the portfolio will earn in the future if all securities are held to maturity as designed. This calculation is based on the current market value of the portfolio. For the quarter ending March 31, the Interest Fund portfolio's yield to maturity was **0.60%** and the Project Fund portfolio's yield to maturity was **0.17%**. By comparison, an investment in a U.S Treasury note of comparable average maturity at the end of the quarter would yield **0.42%** and **0.05%** respectively.

Another method of measuring the consolidated portfolio's yield to maturity is the yield of the portfolio at cost. This calculation is based on the value of the portfolio at cost and does not include any unrealized gains or losses as part of its computation. As of the end of the quarter, the Interest Fund portfolio's rate of return on investments, at cost, was **0.51%**, and the Project Fund portfolio's rate of return on investments, at cost, was **0.14%**. By comparison, using this same cost method, an investment in a U.S Treasury note of comparable average maturity at the time of initial investment would have yielded **0.33%** and **0.07%** respectively. Over time, as the shorter-term securities roll off and the higher yielding longer-term securities remain, the yield of the portfolio at original cost will rise.

For the quarter ending March 31, 2014, the Alameda CTC Series 2014 Bonds Interest Fund and Project Fund portfolios were invested in compliance with the Bond Indenture dated February 1, 2014.

SunTrust Bank
FIXED INCOME PORTFOLIO - SETTLED TRADES
Alameda CTC
ACTA 1986 Measure B
 March 31, 2014

10.3C

Par Value	Symbol	Security	Moody Rating	S&P Rating	Unit Cost	Total Cost	Price	Market Value	Accrued Interest	Market Value +Accr.Int.	Pct. Assets	Yield To Mat.	Duration
CORPORATE BONDS													
3,000,000	452308ah2	Illinois Tool Works Inc 5.150% Due 04-01-14	WR	A+	101.98	3,059,445.00	100.00	3,000,000.00	77,250.00	3,077,250.00	4.1	0.00	0.0
3,500,000	94974bfe5	Wells Fargo 1.500% Due 07-01-15	A2	A+	101.28	3,544,660.00	101.16	3,540,733.00	13,125.00	3,553,858.00	4.7	0.56	1.2
3,500,000	46623ejr1	JPMorgan Chase & Co MTN BE 1.100% Due 10-15-15	A3	A	100.02	3,500,875.00	100.41	3,514,364.00	17,752.78	3,532,116.78	4.7	0.83	1.5
3,500,000	36962g4t8	GE Capital Corp MTN BE 2.250% Due 11-09-15	A1	AA+	102.62	3,591,700.00	102.66	3,592,942.50	31,062.50	3,624,005.00	4.8	0.58	1.6
1,600,000	06406heg2	Bank New York MTN BE 0.700% Due 03-04-16	A1	A+	99.82	1,597,200.00	99.83	1,597,259.20	840.00	1,598,099.20	2.1	0.79	1.9
900,000	064159bv7	Bank of Nova Scotia 0.950% Due 03-15-16	Aa2	A+	100.21	901,854.00	100.60	905,396.40	380.00	905,776.40	1.2	0.64	1.9
CORPORATE BONDS Total								16,150,695.10	140,410.28	16,291,105.38	21.7	0.55	1.2
GOVERNMENT AGENCY ISSUES													
3,319,000	31398a3g5	Federal Natl Mfg Assn 1.500% Due 09-08-14	Aaa	AA+	101.68	3,374,626.44	100.62	3,339,508.10	3,180.71	3,342,688.81	4.4	0.08	0.4
2,500,000	3135g0dw0	Federal Natl Mfg Assn 0.625% Due 10-30-14	Aaa	AA+	100.59	2,514,650.00	100.27	2,506,840.00	6,510.42	2,513,350.42	3.3	0.16	0.6
1,775,000	3134g3h78	Federal Home Loan Mtg Corp 0.350% Due 12-05-14	Aaa	AA+	100.15	1,777,593.28	100.04	1,775,660.30	2,001.81	1,777,662.11	2.4	0.29	0.7
5,000,000	3134g4ter5	Federal Home Loan Mtg Corp 0.500% Due 08-19-15	Aaa	AA+	100.01	5,000,550.00	100.10	5,004,895.00	2,916.67	5,007,811.67	6.7	0.43	1.4
700,000	3135g0nv1	Federal Natl Mfg Assn 0.500% Due 09-28-15	Aaa	AA+	100.40	702,814.00	100.36	702,506.00	29.17	702,535.17	0.9	0.26	1.5
5,000,000	3135g0xh1	Federal Natl Mfg Assn 0.500% Due 05-20-16	Aaa	AA+	99.54	4,977,000.00	99.74	4,987,205.00	9,097.22	4,996,302.22	6.6	0.62	2.1
675,000	3133834r9	Federal Home Loan Banks 0.375% Due 06-24-16	Aaa	AA+	99.69	672,934.50	99.59	672,243.30	682.03	672,925.33	0.9	0.56	2.2
GOVERNMENT AGENCY ISSU Total								18,988,857.70	24,418.02	19,013,275.72	25.3	0.37	1.3
GOVERNMENT BONDS													
500,000	912828ud0	United States Treas Nts 0.125% Due 12-31-14	Aaa	AA+	100.00	500,000.00	100.02	500,117.00	155.39	500,272.39	0.7	0.09	0.8
11,000,000	912828uw8	United States Treas Nts 0.250% Due 04-15-16	Aaa	AA+	99.56	10,951,875.00	99.59	10,954,449.00	12,616.76	10,967,065.76	14.6	0.45	2.0
3,000,000	912828vc1	United States Treas Nts 0.250% Due 05-15-16	Aaa	AA+	99.70	2,990,859.36	99.48	2,984,298.00	2,817.68	2,987,115.68	4.0	0.50	2.1
GOVERNMENT BONDS Total								14,438,864.00	15,589.82	14,454,453.82	19.2	0.45	2.0

SunTrust Bank
FIXED INCOME PORTFOLIO - SETTLED TRADES

Alameda CTC

ACTA 1986 Measure B

March 31, 2014

Par Value	Symbol	Security	Moody Rating	S&P Rating	Unit Cost	Total Cost	Price	Market Value	Accrued Interest	Market Value +Accr.Int.	Pct. Assets	Yield To Mat.	Duration
GOVERNMENT BONDS - ZERO COUPON													
1,500,000	313589xj7	Federal Natl Mtg Assn Disc Nt	Aaa	AA+	99.99	1,499,814.58	100.00	1,499,928.00	0.00	1,499,928.00	2.0	0.03	0.2
5,000,000	313589xy4	0.000% Due 05-28-14 Federal Natl Mtg Assn Disc Nt	Aaa	AA+	99.94	4,996,875.00	99.99	4,999,705.00	0.00	4,999,705.00	6.7	0.03	0.2
11,500,000	313397yn5	0.000% Due 06-11-14 Federal Home Loan Mtg Corp Disc Nt	Aaa	AA+	99.93	11,492,192.77	99.99	11,499,183.50	0.00	11,499,183.50	15.3	0.03	0.2
1,500,000	313385a30	0.000% Due 06-25-14 Federal Home Loan Bank Cons Disc Nt	Aaa	AA+	99.96	1,499,422.50	99.98	1,499,746.50	0.00	1,499,746.50	2.0	0.05	0.3
3,000,000	313385a89	0.000% Due 08-01-14 Federal Home Loan Bank Cons Disc Nt	Aaa	AA+	99.96	2,998,807.50	99.98	2,999,472.00	0.00	2,999,472.00	4.0	0.05	0.4
1,000,000	313589g23	0.000% Due 08-06-14 Federal Natl Mtg Assn Disc Nt	Aaa	AA+	99.95	999,550.00	99.98	999,765.00	0.00	999,765.00	1.3	0.05	0.5
		0.000% Due 09-17-14						23,497,800.00	0.00	23,497,800.00	31.3	0.03	0.3
GOVERNMENT BONDS - ZER Total													
COMMERCIAL PAPER													
1,500,000	19121bef2	Coca-Cola Co 0.000% Due 05-15-14	P-1	A-1+	99.98	1,499,746.67	99.98	1,499,775.00	0.00	1,499,775.00	2.0	0.12	0.1
		COMMERCIAL PAPER Total				1,499,746.67		1,499,775.00	0.00	1,499,775.00	2.0	0.12	0.1
CASH AND EQUIVALENTS													
	61747c70s	Morgan Stanley Government Inst				399,543.31		399,543.31		399,543.31	0.5		
		CASH AND EQUIVALENTS Total				399,543.31		399,543.31		399,543.31	0.5		
TOTAL PORTFOLIO							75,044,588.91	74,975,535.11	180,418.12	75,155,953.23	100.0	0.31	1.1

SunTrust Bank
FIXED INCOME PORTFOLIO - SETTLED TRADES
Alameda CTC
ACTIA 2000 Measure B
 March 31, 2014

Par Value	Symbol	Security	Moody Rating	S&P Rating	Unit Cost	Total Cost	Price	Market Value	Accrued Interest	Market Value +Accr.Int.	Pct. Assets	Yield To Mat.	Duration
CORPORATE BONDS													
2,500,000	911312a0	United Parcel Service Inc 3.875% Due 04-01-14	WR	NR	102.07	2,551,775.00	100.00	2,500,000.00	48,437.50	2,548,437.50	4.6	0.00	0.0
2,500,000	46625hhn3	JPMorgan Chase & Co 4.650% Due 06-01-14	A3	A	101.50	2,537,575.00	100.70	2,517,450.00	38,750.00	2,556,200.00	4.6	0.44	0.2
3,000,000	03523tb11	Anheuser-Busch InBev Worldwide 1.500% Due 07-14-14	A2	A	100.44	3,013,080.00	100.28	3,008,475.00	9,625.00	3,018,100.00	5.4	0.50	0.3
2,000,000	91159hgu8	US Bancorp MTNS BE 3.150% Due 03-04-15	A1	A+	102.70	2,053,980.00	102.58	2,051,634.00	4,725.00	2,056,359.00	3.7	0.35	0.9
								10,077,559.00	101,537.50	10,179,096.50	18.3	0.33	0.3
CORPORATE BONDS Total													
GOVERNMENT AGENCY ISSUES													
5,000,000	3135g0hg1	Federal Natl Mtg Assn 0.375% Due 03-16-15	Aaa	AA+	100.22	5,010,850.00	100.20	5,010,055.00	781.25	5,010,836.25	9.0	0.16	1.0
1,500,000	3134g36g0	Federal Home Loan Mtg Corp 0.350% Due 03-18-15	Aaa	AA+	100.19	1,502,806.50	100.13	1,501,914.00	189.58	1,502,103.58	2.7	0.22	1.0
1,000,000	3137eadd8	Federal Home Loan Mtg Corp 0.500% Due 04-17-15	Aaa	AA+	100.36	1,003,600.00	100.32	1,003,202.00	2,277.78	1,005,479.78	1.8	0.19	1.0
								7,515,171.00	3,248.61	7,518,419.61	13.5	0.18	1.0
GOVERNMENT AGENCY ISSU Total													
GOVERNMENT BONDS													
2,870,000	912828d7	United States Treas Nts 0.125% Due 07-31-14	Aaa	AA+	100.02	2,870,560.55	100.02	2,870,559.65	584.70	2,871,144.35	5.1	0.07	0.3
10,000,000	912828uw8	United States Treas Nts 0.250% Due 04-15-16	Aaa	AA+	99.57	9,957,048.00	99.59	9,958,590.00	11,469.78	9,970,059.78	17.9	0.45	2.0
								12,829,149.65	12,054.48	12,841,204.13	23.0	0.37	1.7
GOVERNMENT BONDS Total													
GOVERNMENT BONDS - ZERO COUPON													
2,000,000	313385vq6	Federal Home Loan Bank Cons Disc Nt 0.000% Due 04-16-14	Aaa	AA+	99.92	1,998,340.83	100.00	1,999,974.00	0.00	1,999,974.00	3.6	0.03	0.0
2,500,000	313589xj7	Federal Natl Mtg Assn Disc Nt 0.000% Due 05-28-14	Aaa	AA+	99.99	2,499,690.97	100.00	2,499,880.00	0.00	2,499,880.00	4.5	0.03	0.2
3,500,000	313397yn5	Federal Home Loan Mtg Corp Disc Nt 0.000% Due 06-25-14	Aaa	AA+	99.93	3,497,623.89	99.99	3,499,751.50	0.00	3,499,751.50	6.3	0.03	0.2
2,130,000	313385zz2	Federal Home Loan Bank Cons Disc Nt 0.000% Due 07-30-14	Aaa	AA+	99.97	2,129,313.67	99.99	2,129,716.71	0.00	2,129,716.71	3.8	0.04	0.3

FIXED INCOME PORTFOLIO - SETTLED TRADES

Alameda CTC

ACTIA 2000 Measure B

March 31, 2014

Par Value	Symbol	Security	Moody Rating	S&P Rating	Unit Cost	Total Cost	Price	Market Value	Accrued Interest	Market Value +Accr.Int.	Pct. Assets	Yield To Mat.	Duration
5,000,000	313589g23	Federal Natl Mtg Assn Disc Nt	Aaa	AA+	99.95	4,997,750.00	99.98	4,998,825.00	0.00	4,998,825.00	9.0	0.05	0.5
		0.000% Due 09-17-14											
5,000,000	313397141	Federal Home Loan Mtg Corp Disc Nt	Aaa	AA+	99.94	4,997,150.00	99.97	4,998,310.00	0.00	4,998,310.00	9.0	0.06	0.6
		0.000% Due 10-21-14											
		GOVERNMENT BONDS - ZER Total				20,119,869.36		20,126,457.21	0.00	20,126,457.21	36.1	0.04	0.4
		COMMERCIAL PAPER											
2,500,000	19121bef2	Coca-Cola Co	P-1	A-1+	99.98	2,499,577.78	99.98	2,499,625.00	0.00	2,499,625.00	4.5	0.12	0.1
		0.000% Due 05-15-14											
2,500,000	36959jfr9	GE Capital Corp	P-1	A-1+	99.97	2,499,375.00	99.75	2,493,750.00	0.00	2,493,750.00	4.5	1.06	0.2
		0.000% Due 06-25-14											
		COMMERCIAL PAPER Total				4,998,952.78		4,993,375.00	0.00	4,993,375.00	9.0	0.59	0.2
		CASH AND EQUIVALENTS											
	61747c70s	Morgan Stanley Government Inst				107,568.53		107,568.53		107,568.53	0.2		
		CASH AND EQUIVALENTS Total				107,568.53		107,568.53		107,568.53	0.2		
		TOTAL PORTFOLIO				55,727,665.72		55,649,280.39	116,840.59	55,766,120.98	100.0	0.24	0.7

SunTrust Bank
FIXED INCOME PORTFOLIO - SETTLED TRADES
Alameda CTC
Interest Fund
 March 31, 2014

Par Value	Symbol	Security	Moody Rating	S&P Rating	Unit Cost	Total Cost	Price	Market Value	Accrued Interest	Market Value +Accr.Int.	Pct. Assets	Yield To Mat.	Duration
CORPORATE BONDS													
1,000,000	46625hhp8	JPMorgan Chase & Co 3.700% Due 01-20-15	A3	A	102.83	1,028,270.00	102.52	1,025,172.00	7,297.22	1,032,469.22	5.1	0.55	0.8
1,000,000	713448ca4	PepsiCo Inc 0.700% Due 08-13-15	A1	A-	100.48	1,004,800.00	100.23	1,002,301.00	933.33	1,003,234.33	4.9	0.53	1.4
950,000	17275rac6	Cisco Systems Inc 5.500% Due 02-22-16	A1	AA-	109.62	1,041,409.00	109.21	1,037,542.50	5,660.42	1,043,202.92	5.1	0.59	1.8
1,000,000	084664bx8	Berkshire Hathaway Fin Corp 0.950% Due 08-15-16	Aa2	AA	100.76	1,007,570.00	100.51	1,005,150.00	1,213.89	1,006,363.89	5.0	0.73	2.3
1,000,000	69353rcg1	PNC Bank NA Pitt PA 1.125% Due 01-27-17	A2	A	100.05	1,000,550.00	99.66	996,578.00	1,968.75	998,546.75	4.9	1.25	2.8
950,000	478160aq7	Johnson & Johnson 5.550% Due 08-15-17	Aaa	AAA	115.02	1,092,709.00	114.10	1,083,949.05	6,737.08	1,090,686.13	5.4	1.26	3.1
CORPORATE BONDS Total								6,150,692.55	23,810.69	6,174,503.24	30.4	0.82	2.0
GOVERNMENT BONDS													
600,000	912828t4	United States Treas Nts 0.250% Due 08-31-14	Aaa	AA+	100.08	600,468.75	100.07	600,421.80	126.36	600,548.16	3.0	0.08	0.4
1,800,000	912828se1	United States Treas Nts 0.250% Due 02-15-15	Aaa	AA+	100.10	1,801,804.69	100.10	1,801,828.80	546.96	1,802,375.76	8.9	0.13	0.9
1,800,000	912828vu1	United States Treas Nts 0.375% Due 08-31-15	Aaa	AA+	100.21	1,803,796.88	100.25	1,804,429.69	568.61	1,804,998.30	8.9	0.20	1.4
1,800,000	912828b82	United States Treas Nts 0.250% Due 02-29-16	Aaa	AA+	99.82	1,796,695.31	99.73	1,795,219.20	379.08	1,795,598.28	8.8	0.39	1.9
1,800,000	912828vr8	United States Treas Nts 0.625% Due 08-15-16	Aaa	AA+	100.15	1,802,671.88	100.03	1,800,561.60	1,367.40	1,801,929.00	8.9	0.61	2.4
1,800,000	912828b74	United States Treas Nts 0.625% Due 02-15-17	Aaa	AA+	99.75	1,795,429.67	99.37	1,788,609.37	1,367.40	1,789,976.78	8.8	0.85	2.8
1,540,000	912828tm2	United States Treas Nts 0.625% Due 08-31-17	Aaa	AA+	98.58	1,518,163.28	98.30	1,513,892.19	810.80	1,514,702.99	7.5	1.13	3.4
750,000	912828ur9	United States Treas Nts 0.750% Due 02-28-18	Aaa	AA+	98.00	734,970.70	97.70	732,714.75	473.85	733,188.60	3.6	1.36	3.8
GOVERNMENT BONDS Total								11,854,001.16	5,640.46	11,843,317.86	58.3	0.56	2.1
GOVERNMENT BONDS - ZERO COUPON													
1,000,000	313385d52	Federal Home Loan Bank Cons Disc Nt 0.000% Due 08-27-14	Aaa	AA+	99.96	999,619.86	99.98	999,794.00	0.00	999,794.00	4.9	0.05	0.4
GOVERNMENT BONDS - ZER Total								999,794.00	0.00	999,794.00	4.9	0.05	0.4
COMMERCIAL PAPER													
1,000,000	19121bh06	Coca-Cola Co 0.000% Due 08-28-14	P-1	A-1+	99.94	999,370.00	99.95	999,500.00	0.00	999,500.00	4.9	0.12	0.4
COMMERCIAL PAPER Total								999,500.00	0.00	999,500.00	4.9	0.12	0.4

SunTrust Bank
FIXED INCOME PORTFOLIO - SETTLED TRADES
Alameda CTC
Interest Fund
 March 31, 2014

Par Value	Symbol	Security	Moody Rating	S&P Rating	Unit Cost	Total Cost	Price	Market Value	Accrued Interest	Market Value +Accr.Int.	Pct. Assets	Yield To Mat.	Duration
CASH AND EQUIVALENTS													
	61747c70s	Morgan Stanley Government Inst				290,534.76		290,534.76		290,534.76	1.4		
		CASH AND EQUIVALENTS Total				290,534.76		290,534.76		290,534.76	1.4		
TOTAL PORTFOLIO						20,318,833.78		20,278,198.71	29,451.16	20,307,649.87	100.0	0.60	1.9

SunTrust Bank
FIXED INCOME PORTFOLIO - SETTLED TRADES
Alameda CTC
Project Fund
 March 31, 2014

Par Value	Symbol	Security	Moody Rating	S&P Rating	Unit Cost	Total Cost	Price	Market Value	Accrued Interest	Market Value +Accr.Int.	Pct. Assets	Yield To Mat.	Duration
CORPORATE BONDS													
4,000,000	035234b11	Anheuser-Busch InBev Worldwide	A2	A	100.44	4,017,440.00	100.28	4,011,300.00	12,833.33	4,024,133.33	3.7	0.50	0.3
4,000,000	459200gz8	1.500% Due 07-14-14 Intl Business Machines	Aa3	AA-	100.45	4,017,840.00	100.35	4,013,892.00	14,583.33	4,028,475.33	3.7	0.28	0.6
4,000,000	46625hnp8	0.875% Due 10-31-14 JPMorgan Chase & Co	A3	A	102.83	4,113,080.00	102.52	4,100,688.00	29,188.89	4,129,876.89	3.8	0.55	0.8
4,000,000	94974beu0	3.700% Due 01-20-15 Wells Fargo Co MTN BE	A2	A+	103.58	4,143,280.00	103.22	4,128,944.00	66,861.11	4,195,805.11	3.9	0.51	1.0
3,900,000	589331ap2	3.625% Due 04-15-15 Merck & Co Inc	A1	AA	104.59	4,079,127.00	104.26	4,066,241.40	39,000.00	4,105,241.40	3.8	0.57	1.2
		4.000% Due 06-30-15											
		CORPORATE BONDS Total				20,370,767.00		20,321,065.40	162,466.67	20,483,532.07	18.8	0.48	0.8
GOVERNMENT BONDS													
2,000,000	912828ta8	United States Treas Nts 0.250% Due 06-30-14	Aaa	AA+	100.05	2,001,093.75	100.05	2,000,938.00	1,243.09	2,002,181.09	1.8	0.06	0.3
4,000,000	912828t7	United States Treas Nts 0.125% Due 07-31-14	Aaa	AA+	100.02	4,000,781.25	100.02	4,000,780.00	814.92	4,001,594.92	3.7	0.07	0.3
10,000,000	912828rz5	United States Treas Nts 0.250% Due 01-15-15	Aaa	AA+	100.11	10,010,742.19	100.11	10,010,940.00	5,179.56	10,016,119.56	9.2	0.11	0.8
12,000,000	912828sp6	United States Treas Nts 0.375% Due 04-15-15	Aaa	AA+	100.24	12,028,593.75	100.23	12,028,128.00	20,645.60	12,048,773.60	11.1	0.15	1.0
8,000,000	912828vn7	United States Treas Nts 0.250% Due 07-31-15	Aaa	AA+	100.08	8,006,562.50	100.09	8,007,184.00	3,259.67	8,010,443.67	7.4	0.18	1.3
		GOVERNMENT BONDS Total				36,047,773.44		36,047,970.00	31,142.84	36,079,112.84	33.1	0.13	0.9
GOVERNMENT BONDS - ZERO COUPON													
9,000,000	313385vv5	Federal Home Loan Bank Cons Disc Nt	Aaa	AA+	99.99	8,999,381.25	100.00	8,999,847.00	0.00	8,999,847.00	8.3	0.03	0.1
5,500,000	313385wu6	0.000% Due 04-21-14 Federal Home Loan Bank Cons Disc Nt	Aaa	AA+	99.99	5,499,486.67	100.00	5,499,802.00	0.00	5,499,802.00	5.0	0.03	0.1
5,000,000	313385zz2	0.000% Due 05-14-14 Federal Home Loan Bank Cons Disc Nt	Aaa	AA+	99.97	4,998,388.90	99.99	4,999,335.00	0.00	4,999,335.00	4.6	0.04	0.3
12,000,000	313397141	0.000% Due 07-30-14 Federal Home Loan Mfg Corp Disc Nt	Aaa	AA+	99.94	11,993,160.00	99.97	11,995,944.00	0.00	11,995,944.00	11.0	0.06	0.6
		0.000% Due 10-21-14											
		GOVERNMENT BONDS - ZERO COUPON Total				31,490,416.82		31,494,928.00	0.00	31,494,928.00	28.9	0.04	0.3
TREASURY BILLS													
3,000,000	912796ck3	United States Treas Bills 0.000% Due 05-08-14	Aaa	AA+	99.99	2,999,741.67	100.00	2,999,907.00	0.00	2,999,907.00	2.8	0.03	0.1

SunTrust Bank
FIXED INCOME PORTFOLIO - SETTLED TRADES
Alameda CTC
Project Fund
March 31, 2014

Par Value	Symbol	Security	Moody Rating	S&P Rating	Unit Cost	Total Cost	Price	Market Value	Accrued Interest	Market Value +Accr.Int.	Pct. Assets	Yield To Mat.	Duration
2,000,000	912796bp3	United States Treas Bills 0.000% Due 06-26-14	Aaa	AA+	99.98	1,999,685.78	99.99	1,999,832.00	0.00	1,999,832.00	1.8	0.03	0.2
		TREASURY BILLS Total				4,999,427.45		4,999,739.00	0.00	4,999,739.00	4.6	0.03	0.2
		COMMERCIAL PAPER											
3,000,000	93114fdw1	Wal-Mart Stores Inc 0.000% Due 04-30-14	P-1	A-1+	99.99	2,999,755.00	99.99	2,999,700.00	0.00	2,999,700.00	2.8	0.12	0.1
3,000,000	74271uel0	Procter & Gamble Co 0.000% Due 05-20-14	P-1	A-1+	99.98	2,999,467.50	99.98	2,999,550.00	0.00	2,999,550.00	2.8	0.11	0.1
3,000,000	36959jf57	GE Capital Corp 0.000% Due 06-05-14	P-1	A-1+	99.97	2,999,100.00	99.97	2,999,250.00	0.00	2,999,250.00	2.8	0.14	0.2
3,000,000	19121bfq7	Coca-Cola Co 0.000% Due 06-24-14	P-1	A-1+	99.98	2,999,291.67	99.97	2,999,250.00	0.00	2,999,250.00	2.8	0.11	0.2
3,000,000	89233hg81	Toyota Motor Credit Corp 0.000% Due 07-08-14	P-1	A-1+	99.96	2,998,770.00	99.96	2,998,950.00	0.00	2,998,950.00	2.8	0.13	0.3
		COMMERCIAL PAPER Total				14,996,384.17		14,996,700.00	0.00	14,996,700.00	13.8	0.12	0.2
		CASH AND EQUIVALENTS											
	61747c70s	Morgan Stanley Government Inst				877,598.39		877,598.39		877,598.39	0.8		
		CASH AND EQUIVALENTS Total				877,598.39		877,598.39		877,598.39	0.8		
		TOTAL PORTFOLIO				108,782,367.27		108,738,000.79	193,609.51	108,931,610.30	100.0	0.17	0.6



Memorandum

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1111 Broadway, Suite 800, Oakland, CA 94607 • PH: (510) 208-7400 • www.AlamedaCTC.org

DATE: June 2, 2014

SUBJECT: Fiscal Year 2014-15 Proposed Budget for the Alameda County Transportation Improvement Authority

RECOMMENDATION: Review and receive Fiscal Year 2014-15 proposed budget for the Alameda County Transportation Improvement Authority

Summary

This is an informational item and no action is requested of the Citizens Watchdog Committee. The governing body of the Alameda County Transportation Commission (Alameda CTC) will be requested to approve the FY2014-15 Proposed Consolidated Budget at its meeting on June 26, 2014, which includes the budget for the Alameda County Transportation Improvement Authority (ACTIA).

The proposed FY2014-15 budget for ACTIA demonstrates a sustainable, balanced budget utilizing projected revenues and fund balance to fund total expenditures. A budget is considered balanced when (1) total revenues equal total expenditures, (2) total revenues are greater than total expenditures, or (3) total revenues plus fund balance are greater than total expenditures. The ACTIA budget should fit into this third category over the next few years, as the accumulation of Measure B funds and bond proceeds are utilized to fund capital projects and programs in Alameda County.

The proposed budget has been prepared based on the modified accrual basis of accounting, which is consistent with the basis of accounting utilized to prepare our audited financial statements. It has been segregated by fund type and includes an adjustment column to eliminate interagency revenues and expenditures on a consolidated basis. The fund types in ACTIA's proposed budget include General Funds, Special Revenue Funds, Debt Service Fund and Capital Project Funds.

The proposed ACTIA budget, which includes the ACTA Capital Fund, contains projected revenues totaling \$132.8 million of which sales tax revenues comprise \$127.5 million, or 96 percent. In addition, the proposed budget includes the projected FY2013-14 ending fund balance of \$261.6 million for total available resources of \$394.4 million. The projected revenues are offset by \$205.7 million in anticipated expenditures of which \$121.4 million, or 59 percent, are allocated for capital projects. These revenue and expenditure totals constitute

a net reduction in fund balance of \$72.9 million and a projected consolidated ending fund balance of \$188.7 million. The reduction in fund balance is mostly due to ACTIA's capital program and will be funded through accumulated Measure B sales tax revenues and bond proceeds.

Commission approval of the Draft Proposed Capital Projects budget is requested for the amounts found in the "Proposed FY2014-15 Capital Budget with Estimated Roll Over" column on the 2000 Measure B Sales Tax Capital Projects Budget sheet. This column includes both the additional capital budget amount requested for FY2014-15 as well as an estimated roll over balance from FY2013-14. The capital amount carried forward to the consolidated Alameda CTC Proposed Budget sheet and the Measure B Sales Tax Function Budget sheet does not include the roll forward balances because these amounts are still included in the projected roll forward fund balance from the FY2013-14 adopted budget. During the mid-year budget update process, the roll forward fund balance will be updated to actual based on the audited financial statements. Therefore, the capital budget amount on the consolidated budget spreadsheet and the Measure B Sales Tax Function budget sheet for the mid-year budget update will be for the full capital budget including both the actual roll forward balance from FY2013-14 and any additional requested capital budget for FY2014-15. This methodology is required to ensure accurate and reliable fund balance information in Alameda CTC and ACTIA budgets.

The proposed budget includes revenues and expenditures necessary to provide the following vital programs and planning projects for Alameda County:

- Measure B Discretionary Grants and Pass-Through Funding Programs
- Safe Routes to School (SR2S) Program
- SR2S Capital Technical Assistance Program
- 2014 Transportation Expenditure Plan/New Ballot Measure
- Travel Demand Model Support

In addition to the programs and planning projects listed above, the proposed budget also contains revenues and expenditures necessary to fund and deliver significant capital projects that expand access and improve mobility in Alameda County consistent with the FY2014-15 Strategic Plan also being considered this month by the Commission. Some of the more significant projects included in the proposed budget are as follows:

- BART Warm Springs Extension Project
- I-580 Corridor Improvements Project
- Route 84 Expressway Project
- Isabel Avenue – Route 84/I-580 Interchange Project
- Route 92 Clawiter-Whitesell Interchange and Reliever Route Project
- I-680 Express Lanes Project

Background

The proposed budget for FY2014-15 was developed with a focus on the mission and core functions of the Alameda CTC as defined in the Strategic Business Plan and enables the Alameda CTC to plan, fund and deliver transportation programs and projects that expand access and improve mobility in Alameda County. The proposed budget helps meet these goals by assigning available resources in the budget to formulate strategies and solutions for transportation opportunities and needs identified in planning processes; assigning the funding necessary to evaluate, prioritize, and finance programs and projects; and programming funds in order to deliver quality programs and projects in Alameda County on schedule and within budget.

Major Line Item Detail

Sales Tax Revenues – Increase of \$2.5 million, or 2.0 percent, over the FY2013-14 Revised Budget of \$125.0 million to \$127.5 million. This proposed sales tax revenue amount of \$127.5 million exceeds historical peak actual collections of \$121.1 million collected in FY2012-13 for Measure B.

Grant Revenues – Decrease of \$23.4 million, or 90.9 percent, from the FY2013-14 Revised Budget to \$2.3 million due to capital project roll forward balances which are accounted for in the roll forward fund balance until the mid-year budget update process.

Administrative Salaries and Benefits – Increase of \$74.7 thousand, or 11.3 percent, from the FY2013-14 Revised Budget of \$662.6 thousand to \$737.4 thousand. At 0.58 percent of net sales tax revenues, the administrative salaries and benefits limitation ratio was found to be in compliance with the 1.00 percent limitation.

General Office Expenses – Increase of \$2.4 million, or 57.6 percent, from the FY2013-14 Revised Budget of \$4.2 million to \$6.6 million mostly due to the inclusion of interest expense for debt service which is offset by the elimination of bond closing costs and one-time office relocation costs in the FY2014-15 budget.

Other Administration – Increase of \$0.7 million, or 76.0 percent, from the FY2013-14 Revised Budget of \$1.0 million to \$1.7 million mostly related to a shift in identifying administrative support costs in the budget related to administration versus programs and planning.

Planning Expenditures – Increase of \$0.1 million, or 5.0 percent, over the FY2013-14 Revised Budget to \$1.4 million mostly due to costs related to putting the new measure on the ballot in November 2014 which is offset by a reduction in support costs which were moved to the administration section.

Programs Expenditures – Increase of \$1.6 million, or 2.2 percent, over the FY2013-14 Revised Budget of \$72.8 million to \$74.4 million mostly related to an increase in pass-through funding based on a calculation of sales tax receipts as prescribed in the 2000 Measure B Transportation Expenditure Plan due to the projected increase in sales tax revenues.

ACTIA Capital Projects Expenditures – Decrease of \$16.3 million, or 12.2 percent, from the FY2013-14 Revised Budget to \$116.9 million due to the capital budget rolled from FY2013-14 included in the roll forward fund balance from the FY2013-14 Revised Budget.

Limitation Ratios

The ACTIA Salary and Benefits Limitation ratio of 0.58 percent and the Administrative Cost Limitation ratio of 2.2 percent were calculated based on the proposed budgeted expenditures and were found to be in compliance with the 1.00 percent and 4.5 percent limitation requirement, respectively.

Fiscal Impact

The fiscal impact of the Measure B Sales Tax Function FY2014-15 Draft Proposed Budget is to provide resources of \$132.8 million and authorize expenditures of \$205.7 million with an overall decrease in fund balance of \$72.9 million for a projected ending fund balance of \$188.7 million.

Attachments

- A. Measure B Sales Tax Function FY2014-15 Draft Proposed Budget
- B. 2000 Measure B Sales Tax FY2014-15 Draft Proposed Capital Projects Budget
- C. 2000 Measure B Sales Tax FY2014-15 Draft Proposed Budget Limitations Calculations

Staff Contact

[Patricia Reavey](#), Director of Finance

[Seung Cho](#), Contracting, Administration and Fiscal Resource Manager

**Measure B Sales Tax Function
Fiscal Year 2014-2015 Proposed Budget**

	General Funds	Special Revenue Funds	Debt Service Fund	ACTIA Capital Project Fund	ACTA Capital Project Fund	Inter-Agency Adjustments/ Eliminations	Total
Projected Beginning Fund Balance	\$ 20,905,562	\$ 6,942,999	\$ 20,335,856	\$ 129,684,001	\$ 83,748,927	\$ -	\$ 261,617,345
Revenues:							
Sales Tax Revenues	5,737,500	72,935,738	-	48,826,762	-	-	127,500,000
Investment Income	-	-	-	430,000	435,000	-	865,000
Other Revenues	5,486	86,250	-	2,000,000	1,829	(36,250)	2,057,315
Grants	-	846,307	-	1,500,000	-	-	2,346,307
Total Revenues	5,742,986	73,868,295	-	52,756,762	436,829	(36,250)	132,768,622
Expenditures:							
<u>Administration</u>							
Salaries and Benefits	737,354	-	-	-	186,551	-	923,904
General Office Expenses	683,121	3,250	5,653,839	2,200	227,107	(3,250)	6,566,267
Other Administration	1,233,255	29,000	-	33,000	412,085	-	1,707,341
Commission and Community Support	115,000	33,000	-	-	20,000	(33,000)	135,000
Contingency	75,000	-	-	-	25,000	-	100,000
<u>Planning</u>							
Planning Management and Support	213,002	-	-	-	-	-	213,002
<u>Programs</u>							
Transportation Planning/Transportation Expenditure Plan	1,180,000	-	-	-	-	-	1,180,000
<u>Salaries and Benefits</u>							
Salaries and Benefits	-	232,066	-	-	-	-	232,066
Programs Management and Support	-	769,875	-	-	-	-	769,875
Measure B Pass-Through	-	66,874,096	-	-	-	-	66,874,096
Grant Awards	-	6,364,621	-	-	-	-	6,364,621
Other Programming	-	201,598	-	-	-	-	201,598
<u>Capital Projects</u>							
Salaries and Benefits	-	-	-	256,760	101,468	-	358,228
Project Management and Support	-	-	-	1,269,095	84,514	-	1,353,609
Capital Project Expenditures	-	-	-	115,346,977	3,389,018	-	118,735,995
Total Expenditures	4,236,733	74,507,506	5,653,839	116,908,032	4,445,743	(36,250)	205,715,602
Net Change in Fund Balance	1,506,253	(639,211)	(5,653,839)	(64,151,270)	(4,008,914)	-	(72,946,980)
Projected Ending Fund Balance	\$ 22,411,816	\$ 6,303,789	\$ 14,682,017	\$ 65,532,731	\$ 79,740,013	\$ -	\$ 188,670,365

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2000 Measure B Sales Tax
Fiscal Year 2014-2015

Proposed Capital Projects Budget

Project Name	Project #	Estimated FY 2013-14 Rollover to FY 2014-15		Proposed FY 2014-15 Capital Budget		Proposed FY 2014-15 Capital Budget w/ Estimated Rollover		Funding Sources						
		\$		\$		\$		Total Local Funding Sources	Total Regional Funding Sources	Total Federal Funding Sources	Total Federal Funding Sources			
ACE Capital Improvements	601.0		1,704,890		2,830,000		4,534,890	\$				\$		
BART Warm Springs Extension	602.0		97,135		50,000,000		50,097,135							
BART Oakland Airport Connector	603.0		4,898,958		-		4,898,958							
Downtown Oakland Streetscape	604.0		3,782,700		-		3,782,700							
Telegraph Avenue Bus Rapid Transit	607.1		1,062,991		-		1,062,991							
I-680 Express Lane	608.0-1		693,095		5,700,000		6,393,095							
Iron Horse Trail	609.0		1,000,000		-		1,000,000							
I-880/Broadway-Jackson Interchange	610.0		2,277,882		-		2,277,882							
I-580/Castro Valley Interchanges Improvements	612.0		3,453,037		-		3,453,037							
Lewelling/East Lewelling	613.0		617,222		-		617,222							
I-580 Auxiliary Lanes	614.0		1,230		-		1,230							
I-580 Auxiliary Lanes - Westbound Fallon to Tassajara	614.1		212,000		-		212,000							
I-580 Auxiliary Lanes - Westbound Airway to Fallon	614.2		1,076,332		1,025,000		2,101,332							
I-580 Auxiliary Lanes - E/B El Chorro to Airway	614.3		45,986		-		45,986							
Rte 92/Clawiter-Whitesell Interchange	615.0		365,497		6,700,000		7,065,497							
Hesperian/Lewelling Widening	617.1		599,622		-		599,622							
Westgate Extension	618.1		322,180		-		322,180							
E. 14th/Hesperian/150th Improvements	619.0		2,191,871		-		2,191,871							
I-238 Widening	621.0		294,164		-		294,164							
I-680/I-880 Cross Connector Study	622.0		351,773		-		351,773							
Isabel - Route 84/I-580 Interchange	623.0		10,535,576		-		10,535,576							
Route 84 Expressway	624.0-3		525,059		21,650,000		22,175,059							
Dumbarton Corridor	625.0		82,746		-		82,746							
Dumbarton Corridor - Central Avenue Overpass	625.1		2,900,000		-		2,900,000							
I-580 Corridor Improvements	626.0		-		26,467,832		26,467,832							
I-880 Integrated Corridor Mobility	627.2		335,000		-		335,000							
I-880 Corridor Improvements in Oakland and San Leandro	627.3		2,933,103		-		2,933,103							
CWTP/TEP Development	627.4		48,000		-		48,000							
Studies at Congested Segments/Locations on CMP	627.5		349,000		-		349,000							
Project Management / Closeout	600.0		-		2,500,000		2,500,000							
			\$ 42,757,049		\$ 116,872,832		\$ 159,629,881		\$ 30,000	\$	\$	\$	\$	\$

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**2000 Measure B Sales Tax
Fiscal Year 2014-2015
Proposed Budget Limitation Calculations**

Net Sales Tax	\$ 127,500,000	A
Investments & Other Income	<u>5,268,622</u>	B
 Funds Generated	 \$ 132,768,622	 C
 Administrative Salaries & Benefits	 \$ 737,354	 D
Other Administration Costs	<u>2,106,376</u>	E
Total Administration Costs	\$ 2,843,730	F

Gross Salaries & Benefits to Net Sales Tax 0.5783% = D/A

Gross Salaries & Benefits to Funds Generated 0.5554% = D/C

Total Administration Costs to Net Sales Tax 2.2304% = F/A

** Sales tax reauthorization ballot costs budgeted in the amount of \$1.4 million are not included in other administrative costs. They will be paid from prior year excess administrative costs limitation calculation balances.*

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**FY 2014/15 Measure B
Capital Program
Strategic Plan Update (SPU)**

EXPRESS LANE

262 Mission	TOLL TO	\$1.50
237 Calaveras	TOLL TO	\$1.25

 HOV 2+ NO TOLL

ALAMEDA
County Transportation Commission

A Presentation for the
Citizens Watchdog Committee (CWC)
June 9, 2014

**FY 2014/15 Measure B Capital Program
Strategic Plan Update**

PURPOSE OF STRATEGIC PLAN

- Confirm Total Measure B Commitment for each Capital Project included in the 2000 Measure B Capital Program
- Establish Beginning FY 2014/15 Measure B Programmed Balance for each Capital Project
- Establish Allocation Plan for the Remaining Programmed Balances
- Provide the basis for the Program-Wide Financial Models for the 2000 Measure B Capital Program

Prepared for the CWC

June 2014

ALAMEDA
County Transportation Commission

2

FY2014/15 SPU HIGHLIGHTS

- Five Capital Projects from the 2000 Measure B Capital Program have Programmed, i.e. Un-Allocated, Balances Remaining
- The future allocations for the remaining Programmed Balances for Capital Projects included in the 2000 Measure B Capital Program are included in the Allocation Plan
- Debt Financing – Provided Projects Just-in-Time Funding
- Program Escalation Factor for FY 2014/15 is 1.0

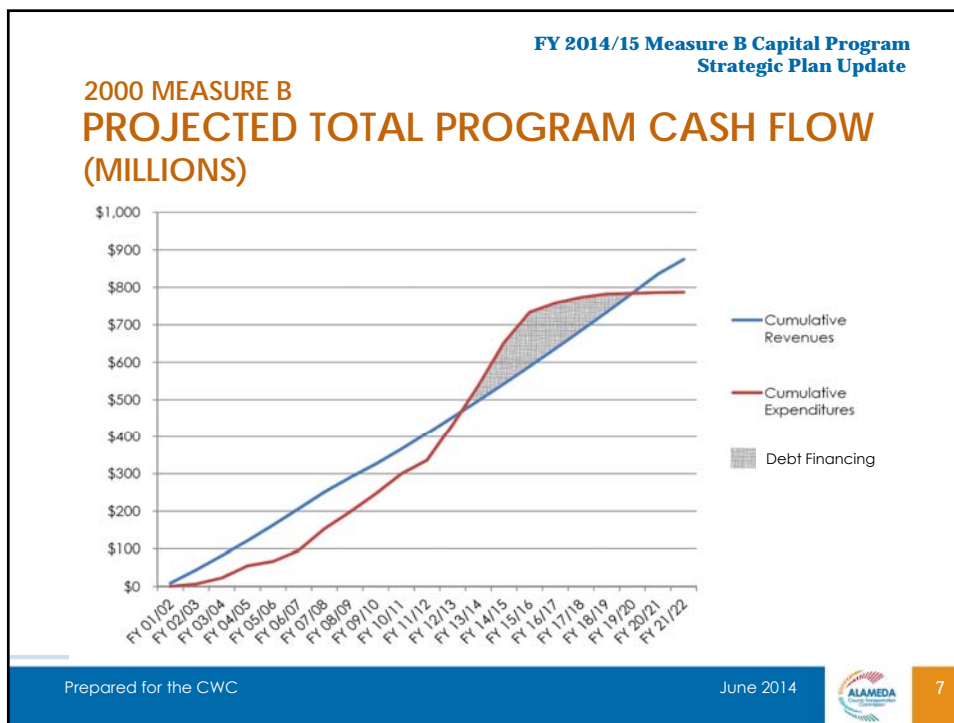
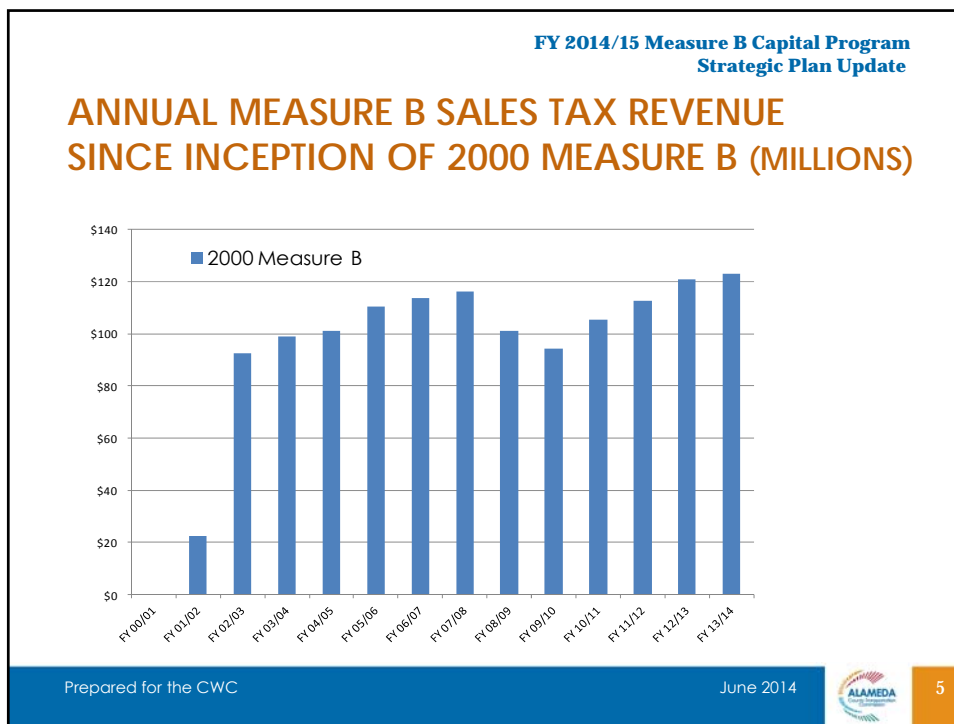


2000 MEASURE B FY 2014/15 CAPITAL PROJECT ALLOCATION PLAN

(\$ x 1,000)

PN	Project	Total Measure B Commitment	Total Amount Allocated To Date	Remaining Programmed Balance	FY 14/15	FY 15/16	FY 16/17	FY 17/18	FY 17/18	Totals (Future Allocations)
01	ACE Capital Improvements	\$ 13,184	\$ 11,184	\$ 2,000					\$2,000	\$ 2,000
08A	I-680 Express Lane - Southbound	\$ 19,697	\$ 15,197	\$ 4,500			\$1,000	\$3,500		\$ 4,500
08B	I-680 Express Lane - Northbound	\$ 15,500	\$ 10,000	\$ 5,500	\$1,000	\$4,500				\$ 5,500
09	Iron Horse Transit Route	\$ 6,267	\$ -	\$ 6,267	\$6,267					\$ 6,267
25	Dumbarton Corridor Improvements (Newark and Union City)	\$ 19,367	\$ 6,078	\$ 13,289	\$1,500	\$2,000		\$9,789		\$ 13,289
Totals		\$ 74,015	\$ 42,459	\$ 31,556	\$ 8,767	\$ 6,500	1,000	\$13,289	2,000	\$ 31,556







**FY 2014/15 Measure B Capital Program
Strategic Plan Update**

DEBT FINANCING

- Measure B Sales Tax Revenue Bonds Rated 'AAA'
- Sales Tax Revenue Bonds, Series 2014 were issued March 4, 2014
 - Limited Tax Bonds authorized by PUC Code
 - \$136.6 million in bond proceeds to fund 2000 Measure B Capital Project Commitments
 - 6-year repayment of principal begins in 2017 and continues until March 2022



Prepared for the CWC June 2014


 6

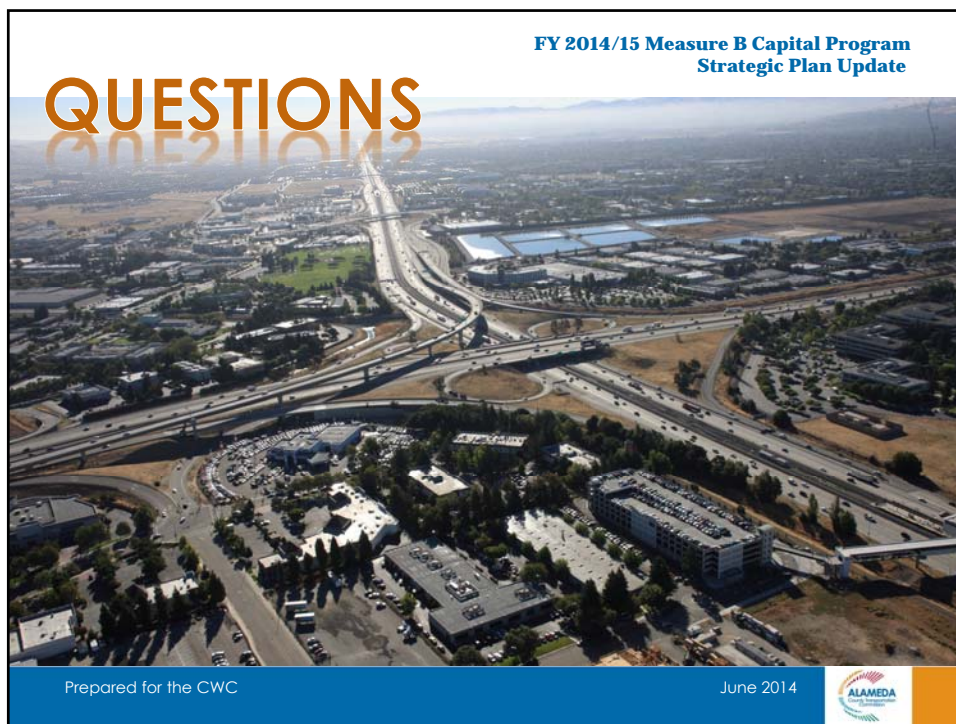
**FY 2014/15 Measure B Capital Program
Strategic Plan Update**

APPROVED ACTION

- Confirm the Measure B funding commitments and allocations to the individual capital projects included in the 2000 Measure B Capital Program;
- Confirm previously approved advances, exchanges and loans;
- Approve the Allocation Plan for the 2000 Measure B Capital Program; and
- Confirm the debt service obligation from the 2000 Measure B Capital Fund related to the recent issuance of bonds.

Prepared for the CWC June 2014

 8



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**Alameda County Transportation Commission
Citizens Watchdog Committee
Roster - Fiscal Year 2013-2014**

	Title	Last	First	City	Appointed By	Term Began	Re-apptmt.	Term Expires	Mtgs Missed Since July '13*
1	Mr.	Paxson, Chair	James	Pleasanton	East Bay Economic Development Alliance	Apr-01		N/A	0
2	Ms.	Saunders, Vice-Chair	Harriette	Alameda	Paratransit Advisory and Planning Committee	Jul-09		N/A	2
3	Ms.	Dorsey	Cynthia	Oakland	Alameda County Mayors' Conference, D-5	Jan-14		Jan-16	0
4	Mr.	Dubinsky	Peter "Mike"	Fremont	Alameda County Supervisor Richard Valle, D-2	Oct-10	Mar-13	Mar-15	0
5	Mr.	Geen	Arthur B.	Oakland	Alameda County Taxpayers Association	Jan-01		N/A	4
6	Ms.	Hamlat	Sandra	Oakland	Bike East Bay	Apr-13		N/A	1
7	Mr.	Haussener	James	Castro Valley	Alameda County Supervisor Nate Miley, D-4	Feb-10	Sep-12	Sep-14	2
8	Ms.	Hawley	Miriam	Berkeley	League of Women Voters	Apr-14		N/A	0
9	Mr.	Jones	Steven	Dublin	Alameda County Mayors' Conference, D-1	Dec-12		Dec-14	0
10	Mr.	Klinke	William	Berkeley	Alameda Labor Council AFL-CIO	Feb-13		N/A	3
11	Mr.	Lester	Brian	Pleasanton	Alameda County Supervisor Scott Haggerty, D-1	Sep-13		Sep-15	2
12	Ms.	Lew	Jo Ann	Union City	Alameda County Mayors' Conference, D-2	Oct-07	Sep-13	Sep-15	0
13	Ms.	Taylor	Deborah	Oakland	Alameda County Supervisor Wilma Chan, D-3	Jan-13		Jan-15	0
14	Mr.	Tucknott	Robert A.	Pleasanton	Pending Commission Approval Alameda County Mayors' Conference, D-4	Jun-14		Jun-16	0
15	Mr.	Zukas	Hale	Berkeley	Alameda County Supervisor Keith Carson, D-5	Jun-09	May-14	May-16	1
16		Vacancy			Alameda County Mayors' Conference, D-3				
17		Vacancy			Sierra Club				

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**Alameda CTC Commission
Action Items Log
FY 2013-14**

Commission Meeting Date	Item #	Item Description / Staff Recommendation	Ayes	Nays	Count
July 25, 2013	6.1	Approval of June 27, 2013 Minutes	27	0	27-0
	6.2	I-580 Corridor High Occupancy Vehicle Lane Projects (PN 724.4/724.5): Monthly Progress Report			
	6.3	I-580 Express (HOT) Lane Projects (PN 720.4/724.1): Monthly Progress Report			
	6.4	Request for Qualifications (RFQ) for On-Call Consultants for Countywide Travel Demand Model Maintenance and Modeling Work			
	6.5	Transportation Fund for Clean Air (TFCA) Final FY13-14 Program			
	6.6	I-580 Express (HOT) Lane Project (APN 720.4 and 724.1): Amend the Professional Services Contract with Electronic Transaction Consultants Corporation for Systems Integrator Services			
	9.1	Authorization to Proceed to Initiation a FY2013-14 Debt Issuance			
	9.2	Approval of the Alameda CTC Debt Policy			
	11.1	Route 84 Expressway Widening Project – South Segment (PN 624.2): Resolution #13-008			
	September 26, 2013	6.1	Approval of July 25, 2013 Minutes	22	0
6.2		I-580 Express Lane Projects Workshop: Concept of Operations Review			
6.3		I-580 Corridor High Occupancy Vehicle Lane Projects (PN 720.5/724.4/724.5): Monthly Progress Report			
6.4		I-580 Express (HOT) Lane Projects (PN 720.4/724.1): Monthly Progress Report			
6.5		Congestion Management Program: Summary of the Alameda CTC's Review and Comments on Environmental Documents and General Plan Amendments			
6.6		Community Advisory Committee Appointments			
6.7		Authorization to Release a Request for Proposals for Development of a Countywide Transit Plan			
6.8		Authorization to Release a Request for Proposals for Development of an Integrated Community Based Transportation Plan			

**Alameda CTC Commission
Action Items Log
FY 2013-14**

Commission Meeting Date	Item #	Item Description / Staff Recommendation	Ayes	Nays	Count
	6.9	Goods Movement Collaborative and Plan Update and Project Screening Criteria and List			
	6.10	ACEforward Program Notice of Preparation (NOP) for an Environmental Impact Report/Environmental Impact Statement (EIR/EIS)			
	6.11	Final Plan Bay Area Update			
	6.12	Metropolitan Transportation Commission (MTC) Freeway Performance Initiative/Ramp Metering Implementation in Alameda County			
	6.13	Transportation Fund for Clean Air (TFCA) Program Final FY13-14 Program			
	6.14	CMA TIP Exchange Program Policy			
	6.15	Fiscal Year 2012-13 Annual Measure B/VRF Program Compliance Workshop			
	6.16	I-580 Express Lane Project (RM2 Subproject 32.1f, APN 720.4/724.1): Approve the Initial Project Report for MTC Allocation of Regional Measure 2 Funds			
	6.17	I-580 Corridor Improvement Projects (Various): Amendments to the Existing Cooperative Agreements and A New Cooperative Agreement with Caltrans			
	6.18	I-880 Southbound High Occupancy Vehicle (HOV) Lane Project – Southern Segment (PN 730.1): Amendment to the Cooperative Agreement with Caltrans			
	6.19	Various Projects: Amendments to Professional Services, Project Funding and Grant Agreements for Time Extensions			
	6.20	I-880 Operational and Safety Improvements at 23rd and 29th Avenue Project (PN 717.0): Amendment No. 5 to the Professional Services Agreement with RBF Consulting (Agreement No. CMA A10-013)			
	6.21	Various Projects: Encumbrance Authorization for Construction Phase of Project			
	6.22	Broadway-Jackson Interchange Improvement Project (PN 610.0): Formation of an AdHoc Committee			

**Alameda CTC Commission
Action Items Log
FY 2013-14**

Commission Meeting Date	Item #	Item Description / Staff Recommendation	Ayes	Nays	Count
	6.23	Approval of Alameda CTC FY2012-13 Consolidated Year-End Investment Report			
	6.24	Alameda CTC Growing Responsibilities and Options to Fund Agency Core Functions Funding Shortfall			
	6.25	Approval of Revised Alameda CTC Staffing Plan and Salary Ranges			
	8.1	Transportation Expenditure Plan Update	24	0	24-0
	9.2	2014 State Transportation Improvement Program (STIP): Draft Regional Transportation Improvement Program (RTIP) and Interregional Transportation Improvement Program (ITIP) Candidates	24	0	24-0
October 24, 2013	6.1	Approval of September 26, 2013 Minutes	24	0	24-0
	6.2	I-580 Express Lane Projects Workshop: Concept of Operations Review			
	6.3	I-580 Corridor High Occupancy Vehicle Lane Projects (PN 720.5/724.4/724.5): Monthly Progress Report			
	6.4	I-580 Express Lane Projects (PN 720.4/724.1): Monthly Progress Report			
	6.5	Congestion Management Program: Summary of the Alameda CTC's Review and Comments on Environmental Documents and General Plan Amendments			
	6.7	Authorization for Alameda CTC Executive Director to Negotiate and Execute a Professional Services Contract for the Goods Movement Collaborative and Plan			
	6.8	Sustainable Communities Technical Assistance Program (SCTAP) List of Applications Received			
	6.9	2014 State Transportation Improvement Program (STIP): Final Measure B/Vehicle Registration Fee Compliance Reserve Policies			
	6.10	Central County Same Day Transportation Programs			
	6.11	Webster Street SMART Corridor Project (PN 740.0): Amendment No. 4 to the Professional Services Agreement CMA A10-010 with Harris & Associates Inc.			
	6.12				
	6.13	Guaranteed Ride Home Contract Extension and Augmentation			

**Alameda CTC Commission
Action Items Log
FY 2013-14**

Commission Meeting Date	Item #	Item Description / Staff Recommendation	Ayes	Nays	Count
	6.15	Various Projects: Amendments to Professional Services and Grant Agreements for Time Extensions			
	6.16	Alameda CTC Contracting and Procurement Policies			
	6.17	CalPERS Resolution to Allow Tax Deferred Deductions for Service Credit Purchases in the Pension Plan			
	6.14	Dumbarton Corridor Improvements Project (PN 625.0): Nomination of tri-city candidate projects for RM2 allocation, program remaining Measure B, and commit to re-direct the future STIP funds to Planning Area 3 projects			
	8.1	Approval of the Final 2013 CMP	24	0	24-0
	8.3	Transportation Expenditure Plan Steering Committee Update	24	0	24-0
	10.1	Declaration of Official Intent to Reimburse Certain Measure B Expenditures from Proceeds of Indebtedness	24	0	24-0
December 5, 2013	6.1	Approval of October 24, 2013 Minutes	26	0	26-0
	6.2	I-580 Express Lane Projects Workshop: Concept of Operations Review			
	6.3	I-580 Corridor High Occupancy Vehicle Lane Projects (PN 720.5/724.4/724.5): Monthly Progress Report			
	6.4	I-580 Express Lane Projects (PN 720.4/724.1): Monthly Progress Report			
	6.5	Congestion Management Program: Summary of the Alameda CTC's Review and Comments on Environmental Documents and General Plan Amendments			
	6.6	Draft 2014 Alameda CTC Legislative Program			
	6.7	Goods Movement Collaborative and Plan Update			
	6.8	Cap and Trade Principles and AB 32 Scoping Plan Update			
	6.9	2014 Level of Service Monitoring Request for Proposal			
	6.10	Safe Routes to Schools Annual Update			
	6.11	I-580 Express Lanes Project (PN 720.4/724.1) Outreach and Education Plan: Issuance of Request for Proposals for Public Outreach and Education Services			
	6.12	Report of Pavement Condition Of Bay Area Jurisdictions for 2012			
	6.13	Alameda CTC FY2013-14 First Quarter Investment Report			

**Alameda CTC Commission
Action Items Log
FY 2013-14**

Commission Meeting Date	Item #	Item Description / Staff Recommendation	Ayes	Nays	Count
	6.14	Alameda CTC FY2013-14 First Quarter Financial Report			
	6.15	Alameda CTC Contract Equity Annual Utilization Report for FY2012-13			
	6.16	Alameda CTC Staff Benefits for Calendar Year 2014 and Salaries for Fiscal Year 2014-2015			
	6.17	Advisory Committee Appointments			
	9.1	Revised State Transportation Improvement Program (STIP) Fund Estimate	26	0	26-0
	10.1	Alameda CTC Draft Audited Comprehensive Annual Financial Report and the ACTIA Limitations Worksheet for the Year Ended June 30, 2013	26	0	26-0
January 23, 2014	4	Election of Chair and Vice Chair	23	0	23-0
	7.1	December 5, 2013 Meeting Minutes	23	0	23-0
	7.2	I-580 Corridor High Occupancy Vehicle Lane Projects (PN 720.5/724.4/724.5): Monthly Progress Report			
	7.3	I-580 Express (HOT) Lane Projects (PN 720.4/724.1): Monthly Progress Report			
	7.4	Development of Express Lanes Planning and Implementation Principles			
	7.5	Congestion Management Program: Summary of the Alameda CTC's Review and Comments on Environmental Documents and General Plan Amendments			
	7.6	California Transportation Commission December 2013 Meeting Summary			
	7.7	Alameda CTC At Risk Monitoring Reports			
	7.8	Alameda County Freeway Soundwall Policy			
	7.9	Vehicle Registration Fee (VRF): Status of Technology Program			
	7.10	Vehicle Registration Fee (VRF): Local Transportation Technology Program Policy			
	7.11	Cap and Trade Program Update			

**Alameda CTC Commission
Action Items Log
FY 2013-14**

Commission Meeting Date	Item #	Item Description / Staff Recommendation	Ayes	Nays	Count
	7.12	Revised Implementation Guidelines For The Special Transportation For Seniors and People With Disabilities Program			
	7.13	Proposition 1B Transit System Safety, Security and Disaster Response Account (TSSSDRA) Funds			
	7.14	I-580 Eastbound HOV Lane - Segment 3 with Auxiliary Lanes Project (PN 720.5): Cooperative Agreement with Caltrans			
	7.15	State Route 84 Corridor Widening Projects: Agreements with the City of Livermore for Transfer of Tri-Valley Transportation Development Fee Funds			
	7.16	Route 84 Expressway Project - North and South Segments (PN 624.1 & 624.2) and Isabel Avenue - Route 84/I-580 Interchange (PN 623.0): Agreement with the City of Livermore for Utility Relocation along the Route 84 Expressway Project and an Amendment to the Project Specific Funding Agreement No. A07-0058 with the City of Livermore for the Isabel Avenue - Route 84/I-580 Interchange Project			
	7.17	Various Projects: Amendments to Professional Services and Project Specific Funding Agreements for Time Extensions			
	7.18	FY2014-15 Administration Support Professional Contracts Plan			
	7.19	Results of Solicitation of Ratings for Debt Issuance			
	7.20	Alameda CTC HRA Retiree Health Benefit for the 2014 Calendar Year			
	7.21	Alameda CTC General Fund Balance Reserve Policy			
	7.22	Alameda CTC 2014 Meeting Schedule			
	7.23	Community Advisory Committee Appointment			
	9.2	Transportation Expenditure Plan	23	0	23-0
	10.1	Debt Issuance for the 2000 Measure B Capital Program	23	0	23-0
February 27, 2014	6.1	Approval of January 23, 2014 Minutes			24-0
	6.2	I-580 Corridor High Occupancy Vehicle Lane Projects (PN 720.5/724.4/724.5): Monthly Progress Report			

**Alameda CTC Commission
Action Items Log
FY 2013-14**

Commission Meeting Date	Item #	Item Description / Staff Recommendation	Ayes	Nays	Count
	6.3	I-580 Express Lane Projects (PN 720.4/724.1): Monthly Progress Report			
	6.4	Congestion Management Program (CMP): Summary of the Alameda CTC's Review and Comments on Environmental Documents and General Plan Amendments			
	6.5	Scope of Work for Development of a Countywide Multimodal Arterial Plan			
	6.6	Countywide Multimodal Plans Update			
	6.7	California Transportation Commission January 2014 Meeting Measure B Special Transportation for Seniors and People with Disabilities (Paratransit) Gap Grant Cycle 5 Capital and Matching Grant Applications			
	6.8	Transportation Fund For Clean Air (TFCA) FY 2014-15 Expenditure Plan Application			
	6.9	6.10. Route 92/Clawiter – Whitesell Interchange and Reliever Route Project (PN 615.0): Measure B Funding Allocation and an Amendment to the Funding Agreement with the City of Hayward	24	0	
	6.10				
	6.11	Various Projects: Encumbrance Authorization for Construction Phase of the Project			
	6.12	Various Projects: Encumbrance Authorization for Right of Way Phase of the Project			
	6.13	East Bay Greenway Project – Segment 7A (ACTC No. 635.1): Approval of the Issuance of a Request for Proposals (RFP) for Path Maintenance and Authorization to Negotiate and Execute a Contract			
	6.14	I-80 Integrated Corridor Mobility Project (PN 791.1/791.2): Cooperative Agreements (District Agreements 04-2300-A1 & 04-2301-A1) with Caltrans			
	6.15	Regional Measure 2: Project No. 29 Savings Plan			
	6.16	Alameda CTC FY2013-14 Second Quarter Investment Report			
	6.17	Alameda CTC Loan Policy			
	6.18	Community Advisory Committee Appointment			

**Alameda CTC Commission
Action Items Log
FY 2013-14**

Commission Meeting Date	Item #	Item Description / Staff Recommendation	Ayes	Nays	Count
March 27, 2014	6.1	Approval of February 27, 2014 Minutes			
	6.2	I-580 Corridor High Occupancy Vehicle Lane Projects (PN 720.5/724.4/724.5): Monthly Progress Report			
	6.3	I-580 Express (HOT) Lane Projects (PN 720.4/724.1): Monthly Progress Report			
	6.4	Congestion Management Program: Summary of the Alameda CTC's Review and Comments on Environmental Documents and General Plan Amendments			
	6.5	Sustainable Communities Technical Assistance Program (SCTAP) Draft Projects Recommendation			
	6.6	Alameda CTC Transportation Fund for Clean Air (TFCA) FY 2014-15 Program Guidelines			
	6.7	One Bay Area Grant (OBAG) Program - Local Streets and Roads (LSR) Funding	22	0	22-0
	6.8	Third Cycle Lifeline Program Backfill for Lapsed Job Access and Reverse Commute (JARC) Funding			
	6.9	Wheelchair and Scooter Breakdown Transportation Service (WSBTS) and Hospital Discharge Transportation Service (HDS) Contract Amendment			
	6.10	East Bay Greenway Project – Segment 7A (APN 635.1): Contract Amendment to Existing Design Services Agreement			
	6.11	Time Extension Only Amendments			
	6.12	FY2013-14 Mid-Year Budget Update			
	6.13	FY2013-14 Second Quarter Financial Report			
April 24, 2014	6.1	Approval of March 27, 2014 Minutes			
	6.2	I-580 Corridor High Occupancy Vehicle Lane Projects (PN 720.5 /724.4/724.5): Monthly Progress Report			
	6.3	I-580 Express Lane Projects (PN 720.4/724.1): Monthly Progress Report			
	6.4	Congestion Management Program (CMP): Summary of the Alameda CTC's Review and Comments on Environmental Documents and General Plan Amendments			

**Alameda CTC Commission
Action Items Log
FY 2013-14**

Commission Meeting Date	Item #	Item Description / Staff Recommendation	Ayes	Nays	Count
	6.5	California Transportation Commission march 2014 Meeting Summary			
	6.6	I-880 Operational and Safety Improvements at 23rd and 29th Avenues Project (PN 717.0) Allocation of Regional Measure 2 (RM2) Funds for Right of Way / Utility Relocation			
	6.7	Central Alameda County Same Day Taxi Services for Seniors and People with Disabilities			
	6.8	Altamont Commuter Express Baseline Service Plan for FY 2014-15	21	0	21-0
	6.9	Alameda County Three Year Project Initiation Document Work Plan			
	6.10	Alameda CTC Semi-Annual Programs Status Update			
	6.11	Draft FY 2014-15 Measure B Capital Program Strategic Plan Update Assumptions and Allocation Plan			
	6.12	I-880/Broadway-Jackson Interchange Improvement Project (PN 610.0): Ad-Hoc Project Advisory Committee (PAC) Composition			
	6.13	I-580 Corridor Improvement Projects (Various): Amendments to Existing Cooperative Agreements with Caltrans to Implement Contract Change Order Work and New Operations and Maintenance Agreement(s) with Caltrans for the I-580 Express Lanes Project			
	6.14	Time Extension Only Amendments			
	6.15	Investment Policy			
	6.16	Renewal of Existing Paratransit Coordination Services Contract for Fiscal Year 2014-15			
	6.17	Community Advisory Committee Appointment			
	8.4	Countywide Multimodal Plans Update	22	0	22-0
May 22, 2014	6.1	Approval of April 24, 2014 Minutes			
	6.2	I-580 Corridor High Occupancy Vehicle Lane Projects (PN 720.5 /724.4/724.5): Monthly Progress Report			
	6.3	I-580 Express (HOT) Lane Projects (PN 720.4/724.1): Monthly Progress Report	24	0	24-0

**Alameda CTC Commission
Action Items Log
FY 2013-14**

Commission Meeting Date	Item #	Item Description / Staff Recommendation	Ayes	Nays	Count
	6.4	Congestion Management Program: Summary of the Alameda CTC's Review and Comments on Environmental Documents and General Plan Amendments			
	6.5	Countywide Multimodal Plans Update (verbal)			
	6.6	AC Transit East Bay Bus Rapid Transit (EBBT) Funding			
	6.7	FY2014-15 Measure B Capital Program Strategic Plan Update			
	6.8	I-580 Eastbound and Westbound Express Lane Projects (PN:720.4/724.1): Amendment No. 3 to the Professional Services Agreements with URS Corporation (Agreement No A08-0018 and A11-0024)			
	6.9	East Bay SMART Corridors Project (PN 945.0) – Amendment No. 2 to the contract with Aegis ITS, Inc. (Agreement No. A12-0028)			
	6.10	Webster Street SMART Corridor Project (PN 740.0): Amendment No. 4 to the Professional Services Agreement with TJKM Transportation Consultants, Inc. (Agreement No. A09-006)	24	0	24-0
	6.11	East Bay Greenway Project Segment 7A (PN 635.1): Agreements for Additional Project Funding and Increases to Contract Budgets as Required to Complete Construction of the Project.			
	6.12	Sales Tax Revenue Budget for FY2013-14			
	6.13	Alameda CTC FY2013-14 Third Quarter Investment Report			
	6.14	Alameda CTC FY2013-14 Third Quarter Financial Report			
	6.15	Community Advisory Committee Appointment			
	8.2	Legislative Update	25	0	25-0
	9.2	Fiscal Year 2014-15 Draft Proposed Consolidated Budget for the Alameda County Transportation Commission	25	0	25-0