



CITIZENS WATCHDOG COMMITTEE 12th ANNUAL Report to the Public



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 represent the different perspectives of taxpayers throughout the county and to review all Measure B expenditures on projects, programs and administration for

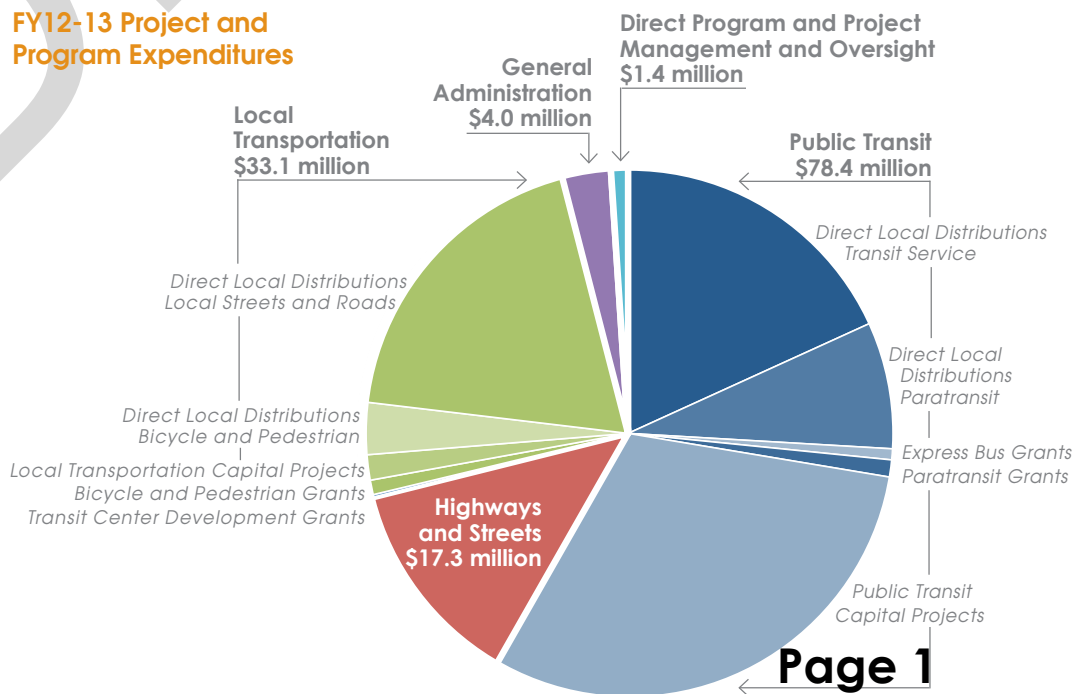
compliance with the Expenditure Plan. The CWC reports its findings annually to the public. This past year, CWC members performed a number of activities to ensure appropriate use of transportation sales tax funds, reviewed compliance reports for adherence to funding policies and further developed public outreach. This 12th annual report covers expenditures during the fiscal year ended June 30, 2013 (FY12-13) and CWC activities through July 2014.

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, and audited expenditures totaled \$134.2 million for different transportation modes, oversight and administration.

FY12-13 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.² 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 the expenditures in the Expenditure Plan are expected to be experienced over the life of the measure versus on a fiscal-year basis for capital projects.

Alameda CTC FY12-13 Audited Expenditures¹

(\$ in millions rounded)²

| | |
|--|-------------------|
| 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 ³ |
| Local Transportation Capital Projects | 2.1 |
| General Administration | 4 |
| Direct Program and Project Management and Oversight | 1.4 |
| Total: | \$134.2 |

Notes:

- 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 distributes sales tax revenue on a monthly, formulaic basis to the cities, county and transit operators to meet local transportation needs.
- ² Expenditure amounts may vary by category due to rounding.
- ³ Credit due to a fund reclassification (see page 5 for more detail).

FY12-13 Measure B Direct Local Distribution Totals for All Programs¹

| 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 |
| Total² | \$44,868,430 | \$64,812,051 | \$69,492,873 | \$40,398,721 |

Notes:

- ¹ The reported expenditures may include Measure B grant funds, fund balances and reserves from prior years, resulting in higher reported expenditures than receipts.
- ² Revenue and expenditure amounts may vary due to rounding.

Citizens Watchdog Committee Activities

THE CITIZENS WATCHDOG

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

- **Ongoing Programs and Capital Projects Watch:** The CWC continued to watch specific programs and capital projects and to monitor issues of concern.
- **Ongoing Areas of Interest:** 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 and extent of the public process before the debt issuance. The CWC also 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, consistent with the Expenditure Plan, 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.

- 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:** 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:** 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, for which in April 2014, Alameda CTC was awarded a Certificate for Excellence in Financial Reporting from the Government Finance Officers Association.

- **CWC Audit Subcommittee Process:** 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 regarding tracking ACTIA Measure B figures for accuracy from the Limitations Calculation Worksheet to the audited, consolidated financial report. In response, Alameda CTC staff modified the Limitations Calculation Worksheet. In 2013, the independent auditor met with the CWC Audit Subcommittee before and after the FY12-13 independent annual audit which resulted in additional testing and the need for providing more detail to the CWC Audit Subcommittee on the audit processes.

- **Annual Report to the Public (2013–2014):** In March, 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, net of administrative funding, 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 for systems 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 million
- **Total: -\$0.2 million²**

Notes:

¹ The 2000 Measure B Expenditure Plan includes the following program allocations: local streets and roads (22.34%), 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 completed 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 miles each year.

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



ALAMEDA CTC ALLOCATES 40 PERCENT OF MEASURE B FUNDS to capital projects, net of administrative funding. 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 following projects approved by the Commission pursuant to the Expenditure Plan: 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. This lets Alameda CTC efficiently and expeditiously deliver projects. By 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.

Notes for chart on page 7:

- 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.

Project Status as of March 2014

| Current Phase ¹ | 2000 MB Project No. and Project Name | | County Area ² | Construction Schedule ³ | | Project Funding Sources ⁴ (\$ X million) | | | | | | Total Cost/ Funding | FY12-13 Expenditures |
|----------------------------|--------------------------------------|---|--------------------------|------------------------------------|-----------|---|----------------|------------------|----------------|----------------|---------------|------------------------|----------------------|
| | | | | Begin | End | 2000 MB | Federal | State | Regional | Local | Other | | |
| Complete | 05 | Fruitvale Transit Village | N | Oct 2002 | Mar 2004 | 4.4 | 0.0 | 7.7 | 0.0 | 1.4 | 0.0 | 13.5 | 0.0 |
| Complete | 17 | Hesperian/Lewelling Blvd Intersection Improvements | C | Oct 2003 | Oct 2012 | 0.8 | 0.0 | 0.0 | 0.0 | 0.1 | 0.0 | 0.9 | 0.0 |
| Complete | 21 | I-238 Widening | C | Sep 2006 | Oct 2009 | 81.0 | 18.3 | 29.2 | 0.0 | 3.3 | 0.0 | 131.8 | 0.9 |
| Complete | 11 | 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 | 0.0 |
| Complete | 20 | Newark Local Streets Rehabilitation | S | Jun 2003 | Feb 2006 | 1.4 | 0.0 | 0.0 | 0.0 | 4.1 | 0.0 | 5.5 | 0.0 |
| Complete | 16 | Oakland Local Streets Rehabilitation | N | Jul 2004 | Dec 2006 | 5.3 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 5.3 | 0.0 |
| Complete | 06 | Union City Intermodal Station | S | Jun 2007 | Mar 2012 | 12.6 | 20.4 | 7.7 | 0.0 | 6.3 | 0.0 | 47.0 | 0.0 |
| Complete/ Construction | 27 | Emerging Projects (Congestion Relief Emergency Fund) | N/E | Various | Various | 10.4 | 18.0 | 242.7 | 11.2 | 27.8 | 0.0 | 310.1 | 1.7 |
| Complete/ Construction | 14 | I-580 Auxillary Lanes | E | Various | Various | 14.4 | 6.4 | 115.8 | 14.5 | 1.0 | 0.1 | 152.2 | 0.1 |
| Complete/ Construction | 18 | Westgate Parkway Extension | C | Various | Various | 8.5 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 8.5 | 0.2 |
| Complete/ Design | 07 | San Pablo/Telegraph Avenue Corridor Transit Improvements | N | Various | Various | 24.5 | 173.4 | 63.3 | 95.1 | 0.3 | 24.2 | 380.8 | 1.5 |
| Complete/ Environmental | 08 | I-680 Sunol Express Lanes Improvements | S, E | Various | Various | 35.2 | 5.4 | 8.0 | 0.0 | 8.0 | 0.0 | 56.6 | 4.6 |
| Plant Establishment | 12 | 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 | 0.2 |
| Project Closeout | 23 | 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 | 4.8 |
| Project Closeout | 13 | Lewelling/East Lewelling Blvd Widening | C | Jul 2009 | Oct 2012 | 13.6 | 0.0 | 4.3 | 0.0 | 13.8 | 0.1 | 31.8 | 0.0 |
| Construction | 01 | Altamont Commuter Express Rail | S,E | Various | Various | 13.2 | 123.1 | 155.3 | 0.0 | 182.6 | 0.0 | 474.2 | 3.0 |
| Construction | 03 | BART Oakland Airport Connector | N | Sep 2010 | Nov 2014 | 89.1 | 130.7 | 78.9 | 146.2 | 39.3 | 0.0 | 484.2 | 22.0 |
| Construction | 02 | BART Warm Springs Extension | S | Sep 2009 | Dec 2015 | 224.4 | 0.0 | 295.4 | 321.0 | 49.2 | 0.0 | 890.0 | 11.9 |
| Construction | 04 | Downtown Oakland Streetscape Improvement | N | Sep 2007 | Dec 2015 | 6.4 | 0.0 | 0.0 | 0.0 | 8.5 | 0.0 | 14.9 | 0.0 |
| Construction/ Design | 24 | Route 84 Expressway | E | Oct 2014 | May 2016 | 96.4 | 0.0 | 26.1 | 0.0 | 10.0 | 3.5 | 136.0 | 6.1 |
| Design | 19 | 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 | 0.2 |
| Design | 09 | Iron Horse Transit Route | E | April 2015 | Oct 2016 | 6.3 | 0.0 | 0.0 | 0.0 | 5.7 | 0.0 | 12.0 | 0.0 |
| Design | 15 | 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 | 0.2 |
| Environmental | 25 | Dumbarton Corridor Improvements | S | Various | Various | 19.4 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 | 19.4 | 0.2 |
| Environmental/ ROW | 26 | 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 | 2.0 |
| Scoping | 22 | 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 | 0.1 |
| Scoping | 10 | I-880/Broadway-Jackson Interchange Improvements | N | N/A | N/A | 8.1 | 0.0 | 0.0 | 0.0 | 2.5 | 0.0 | 10.6 | 0.0 |
| Project Totals: | | | | | | \$756.5 | \$509.6 | \$1,114.4 | \$713.5 | \$418.1 | \$34.8 | \$3,546.9 | \$59.7 |

See footnotes on page 6.



CWC Members

| Name | Appointer |
|----------------------------|---|
| James Paxson, Chair | East Bay Economic Development Alliance |
| Deborah Taylor, Vice Chair | Supervisor Wilma Chan, District 3 |
| 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 |
| Harriette Saunders | Paratransit Advisory and Planning Committee |
| Robert A. Tucknott | Alameda County Mayors' Conference, District 4 |
| Hale Zukas | Supervisor Keith Carson, District 5 |
| Vacancy | Alameda County Mayors' Conference, District 3 |
| Vacancy | Sierra Club |

“The Citizens Watchdog Committee is responsible for providing independent oversight of Alameda CTC’s Measure B sales tax dollar expenditures. Doing so not only provides an important fiscal review of large county expenditures but provides an additional demonstration to Alameda County voters and businesses that Measure B delivers on its promise.”

“The CWC’s annual reviews and analyses play an important role in ensuring that Measure B funds are spent in accordance with the measure, and I am pleased to report Alameda CTC’s full compliance with Measure B requirements for the 12th year in a row.”

— James Paxson, CWC Chair

Stay Connected with Alameda CTC

Sign up to receive e-mail notifications and our bimonthly newsletter at www.AlamedaCTC.org.



Follow us on:

www.facebook.com/AlamedaCTC
<http://twitter.com/AlamedaCTC>
www.youtube.com/user/AlamedaCTC



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

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.



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

8.1

1111 Broadway, Suite 800, Oakland, CA 94607

• 510.208.7400

• www.AlamedaCTC.org

1. 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: Cynthia Dorsey, Arthur Geen, Sandra Hamlat, William Klinke, and Brian Lester.

2. Public Comment

There were no public comments.

3. Approval of March 10, 2014 Minutes

Harriette Saunders moved to approve the minutes as written. Mike Dubinsky seconded the motion. The motion passed (8-0), with one abstention, Miriam Hawley.

4. Organizational Meeting

4.1. Approval of CWC Bylaws

Tess Lengyel led the discussion on the CWC bylaws. She mentioned that the CWC reviews its bylaws annually at the organizational meeting, and the review process is scheduled each year to allow staff and the CWC to update the bylaws to reflect current practices or to improve the way the committee functions. Tess highlighted the changes that staff recommended 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 3.5 – Add the word "consecutive," which will change the language to read "... three consecutive absences ..."
- 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."

Public comment: Regarding conflict of interest in section 1.7, Ken Bukowski requested that it include the word "personally" after "benefit." He also mentioned that committee agenda packets should be available for the public at the meeting. Ken stated that he agreed that the bylaws should include the specific month of the organizational meeting. He informed the committee that in Emeryville a committee specifies a definite number of members present to constitute a quorum and suggested the CWC consider adding this to the bylaws to make them clearer.

Steve Jones moved to approve the recommended staff changes to the CWC bylaws. Harriette Saunders seconded the motion. The motion passed (8-1), with one opposed, James Haussener.

The committee members made the following recommendations:

- Section 1.1.3 – Insert the word “incorporated,” which will change the language to read “... of the incorporated 13 cities ...”

Miriam Hawley moved to approve the above change. JoAnn Lew seconded the motion. The motion passed (7-2), with two opposed, Mike Dubinsky and Hale Zukas.

- Section 1.7 – Add the word “personally” after “benefit.”
- Section 3.3 – Change language to read “... or be an employee of any entity ...”

JoAnn Lew moved to approve the above changes to sections 1.7 and 3.3. Harriette Saunders seconded the motion. The motion passed (7-2), with one abstention, Steve Jones and one opposed, Mike Dubinsky.

- Section 1.14 – Change the language to read “... will be scheduled to be in June.”

Deborah Taylor moved to approve the above change. JoAnn Lew seconded the motion. The motion passed (7-2), with two opposed, Mike Dubinsky and Hale Zukas.

- Sections 4.1 and 4.2 – Change “... annually ...” to “... bi-annually (every two years) ...”

Deborah Taylor moved to approve the above change. JoAnn Lew seconded the motion. The motion passed (8-1), with one opposed, James Paxson.

- Section 7.4 – Include the Alameda CTC website for meeting notices.

Harriette Saunders moved to approve the above change. Deborah Taylor seconded the motion. The motion passed (8-1), with one opposed, _____.

These grammatical changes did not require a vote:

- Section 3.1.2 – Change commas to semi-colons between organizations.
- Section 3.6.3 – Double space between 3.6.3 and 3.6.4.

4.2. Approval of Agenda/Calendar for FY14-15

Tess Lengyel pointed out that the FY14-15 calendar shows the November CWC meeting has moved to October to accommodate the CWC request to review the Comprehensive Audited Financial Report and provide comments prior to the report being presented to the Finance and Administration Committee (FAC). A member requested including capital project presentations on the calendar. Staff noted that projects and programs updates are presented to the committee during the January meeting. If committee members notify staff in advance on the project they are interested in, staff will focus on that project in January.

The committee discussed the timing of the compliance and audit summary report going to FAC for approval prior to CWC reviewing and commenting on the report. Staff stated that there is not a particular schedule that Alameda CTC must legally adhere to by taking the report to FAC in July. Staff suggested that the compliance and audit summary report be reviewed by CWC in June and go before FAC in July.

The committee discussed whether or not to accelerate the schedule to generate the CWC Annual Report to ensure the information is still relevant. It was noted that the information is old by the time the report is distributed to the public. Staff stated that the cities need six months to prepare the information needed for the compliance and audit reports. The CWC has made an effort to bring the report as current as possible (up to July of the current year) with all information except the financial activity that requires information from the cities. A member suggested including a note in the report on why it has to be reported a year later.

Deborah Taylor moved to approve the FY14-15 calendar. Jim Haussener seconded the motion. The motion passed unanimously (9-0).

4.3. Election of Officers for FY14-15

JoAnn Lew nominated James Paxson for chair and Deborah Taylor as vice chair. James Paxson called the motion, and the motion passed unanimously (9-0).

5. Draft CWC Annual Report

5.1. Review of Draft CWC Annual Report

James Paxson explained what the CWC has done historically to generate the CWC Annual Report. He informed the committee that once the updates are complete, staff will email the updated report to the CWC Annual Report Subcommittee for review. The final report will be presented to the full CWC at the July meeting for adoption.

Questions/feedback from members:

- Ensure the report is consistent throughout and speaks with one voice.
- Ensure the report is consistent throughout, and subscripts exist for all footnotes, and the text referenced is for the actual footnote.
- Add a footnote on what negative numbers mean.
- On page 1, ensure that bicyclists in photos are wearing helmets.
- On page 1, split the "Public Transit" piece of the pie chart to reflect "Transit Capital Projects" and "Transit Operational Maintenance" to match the numbers on the second page of the report.
- On page 1, modify the first sentence in column two under "Measure B Sales Tax Activities" to read "... and CWC activities through July 2014."
- On page 2, correct the math in the second paragraph.
- On page 7, add a separate column on the "Project Status" page to show the FY12-13 Measure B expenditures.

5.2. Discussion of Publication Methods and Costs

Tess Lengyel stated that the CWC Annual Report Subcommittee discussed low-cost methods to use Constant Contact for outreach. She mentioned that the items are listed on page 30 of the agenda packet. Tess and James suggested members review the enclosed publication methods and costs and email questions to staff.

5.3. List of Organizations in Constant Contact

James Paxson advised the members review this agenda item and email questions to staff.

5.4. Alameda CTC Public Outreach Calendar

James Paxson advised the members review this agenda item and email questions to staff.

6. Establishment of CWC Audit Subcommittee, Confirmation of Meeting Availability with Auditor Between June 16 and June 27, and Discussion of Areas of Interest

Jim Haussener moved to establish an Audit Subcommittee. JoAnn Lew seconded the motion. The motion passed unanimously (9-0).

The following members volunteered to serve on the CWC Audit Subcommittee:

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

James Paxson requested that staff invite committee members who were not present at the meeting and poll the members for a CWC Audit Subcommittee meeting date between June 16 and June 27.

7. Projects and Programs Watchlist (signup for Projects and Programs)

James Paxson requested staff include in the letters to the project sponsors a request for them to specify which agenda items are related to Measure B. He reminded members to fill out the watch list and to submit the list to staff as soon as possible.

8. Responses to CWC Requests for Information

James Paxson and staff requested the members review the remaining agenda items and email questions/comments to staff. Staff will include responses to CWC requests at the July meeting. The following items were identified in the meeting:

- Brown Act public noticing requirements: Members want to know how Alameda CTC staff will notice public meetings outside of the building during the 72 hours immediately prior to the meeting.
- Follow-up questions to the FY2014-15 Proposed Budget: Members will email these to staff before the CWC agenda planning meeting.

9. CWC Member Reports/Issues Identification

9.1. CWC Issues Identification Process and Form

There were no issues identified.

9.2. Issues Discussion

There were no issues discussed.

10. Staff Reports/Board Actions

James Paxson requested the members review agenda items 10.1 through 10.5 and email questions/comments to staff.

10.1. Draft Compliance Summary and Audit Report Review

10.2. Final FY 2013-14 Budget Update

10.3. Alameda CTC FY 2013-14 Third Quarter Investment Report

10.4. Draft Proposed Budget for FY 2014-15

10.5. Final Strategic Plan Review

10.6. CWC Roster

The committee roster is in the agenda packet for review purposes.

10.7. Alameda CTC Commission Action Items

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

11. Adjournment

The meeting adjourned at 8:45 p.m. The next meeting is scheduled for July 14, 2014 at Alameda CTC offices.

This page intentionally left blank



Memorandum

10.1

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

DATE: July 7, 2014

SUBJECT: Proposed Costs for CWC Annual Report to the Public Production, Media Placement, Publication, and Translation

RECOMMENDATION: Review and approve the proposed publication costs including design, printing, and distribution of the report through email, social media, and at events; placement of advertisements in the media; production of a two-page flyer based on the report and translation of the flyer from English to Chinese and Spanish.

Summary

For the *12th Annual Report to the Public*, staff will design, print, and distribute the report; notify Alameda CTC's constant contact list of the public hearing, report availability, and distribution opportunities; place print ads in the media to announce the public hearing on July 14, 2014; place print ads about the report, and place online ads to direct traffic to the Alameda CTC website for the full online report. In addition, staff will develop a two-page flyer version of the report and have it translated into Chinese and Spanish. Staff recommends the CWC approve the publication costs including report production and distribution through email, social media, and at events; publication of advertisements in the media; production of a two-page flyer based on the report; and translation of the flyer from English to Chinese and Spanish. (See Attachment A for the proposed print and online publication costs and Attachment B for costs associated with AC Transit and BART advertisements).

Background

At the January 13, 2014 CWC meeting, the committee received a cost benefit analysis of its *11th Annual Report to the Public* and discussed ways to increase outreach for the next report. The committee also discussed outreach objectives including priorities for print media, direct mailing/distribution, online advertisements, social media, personal outreach, as well as the committee's target audience of the general public and residents of Alameda County, and costs for outreach.

At the March 10, 2014 CWC meeting, five committee members volunteered to serve on the CWC Annual Report Subcommittee. The CWC also reviewed and discussed the costs and benefits of advertising onboard AC Transit and BART (see Attachment B).

The CWC Annual Report Subcommittee met on April 30 and May 22 to develop the report and plan the outreach approach for the report. At the June 9, 2014 CWC meeting, the committee reviewed the draft annual report and agreed on extensive targeted outreach to spread the word about the report (see the detailed outreach plan in the [item 5.2 staff report](#)) IN THE June 2014 CWC meeting packet.

Media Placement

Alameda CTC will use the following media approach if approved by the CWC. Place online banner advertisements in media with a link back to the full online *12th Annual Report to the Public* and place print advertisements that summarize the full report and include a URL to the full report. Online banner ads will appear in the following publications:

- Asianweek.com
- Eastbayexpress.com
- InsideBayArea.com (a Bay Area Newsgroup publication)
- Patch Network
- Visionhispanausa.com (online newspaper)

Alameda CTC will also place print advertisements with a URL to the full report in the following publications:

- Bay Area Newsgroup – East Bay (6 papers)
- Bay Area Newsgroup – Hills Newspapers (6 papers)
- East Bay Express
- The Independent
- Patch News Union City Daily Newsletter
- Pleasanton Weekley
- Post Newsgroup (7 papers)
- Tri-City Voice

Staff has already placed ads in 19 publications to announce the public hearing for the report on July 14, 2012.

Fiscal Impact: The proposed cost of design and placement of the online and print advertisements, along with the printing and mailing of the hard copy report is estimated at \$32,445, which is \$615 more than the costs in 2013. Note that the cost for design and translations are estimates based on the prices from 2013, and final total costs may be different.

Attachments

- A. CWC 12th Annual Report Publication Cost Summary
- B. Costs of Advertising Onboard AC Transit and BART

Staff Contact

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

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 | Media/Size | 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 | Online: 468x60.jpg | | | | | \$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 | 324,555 | 115 | \$7,077.00 | \$3,000.00 | \$10,077.00 | Print: 8.312" x 18" Online: 300x250.jpeg Med. Rectangle | | | | \$6,949.00 | \$3,000.00 | \$9,949.00 |
| Bay Area NewsGroup Hills Newspapers | Montclairion, ElCerrito, Berkeley Voice, Piedmonter, Alameda Journal | | | \$1,134.00 | | \$1,134.00 | Print: 10.5" x 14" | | | | \$1,512.00 | | \$1,512.00 |
| 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 | Print: 10.125" x 7.16" Online: 728x90 pixels Leaderboard | | | | \$1,890.00 | \$315.00 | \$2,205.00 |
| The Independent | The Independent - Livermore, Pleasanton, Dublin, and Sunol | | | \$1,333.08 | | \$1,333.08 | Print: 10" x 14" | | | | \$1,333.08 | | \$1,333.08 |

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 | Media/Size | 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 | Online: 300x250 pixels | | | | | \$112.08 | \$112.08 |
| | Albany | 90,000 | | | \$152.62 | \$152.62 | Online: 300x250 pixels | | | | | \$152.62 | \$152.62 |
| | Berkeley | 65,000 | | | \$151.92 | \$151.92 | Online: 300x250 pixels | | | | | \$151.92 | \$151.92 |
| | Castro Valley | 70,000 | | | \$96.00 | \$96.00 | Online: 300x250 pixels | | | | | \$96.00 | \$96.00 |
| | Dublin | 65,000 | | | \$112.08 | \$112.08 | Online: 300x250 pixels | | | | | \$112.08 | \$112.08 |
| | Fremont | 80,000 | | | \$115.92 | \$115.92 | Online: 300x250 pixels | | | | | \$115.92 | \$115.92 |

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 | Media/Size | 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 | Livermore | 260,000 | | | \$112.08 | \$112.08 | Online: 300x250 pixels | | | | | \$112.08 | \$112.08 |
| | Newark | 85,000 | | | \$115.92 | \$115.92 | Online: 300x250 pixels | | | | | \$115.92 | \$115.92 |
| | Piedmont | 50,000 | | | \$189.90 | \$189.90 | Online: 300x250 pixels | | | | | \$189.90 | \$189.90 |
| | Pleasanton | 175,000 | | | \$112.08 | \$112.08 | Online: 300x250 pixels | | | | | \$112.08 | \$112.08 |
| | San Leandro | 75,000 | | | \$96.00 | \$96.00 | Online: 300x250 pixels | | | | | \$96.00 | \$96.00 |
| | Union City | 57,000 | | | \$115.92 | \$115.92 | Online: 300x250 pixels | | | | | \$115.92 | \$115.92 |
| | Union City Daily Newsletter | 3,481 | 1 | | | \$49.98 | 300x250 pixels | | | | | \$49.98 | \$49.98 |
| | | | | | | | | | | | | | |

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 | Media/Size | 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 | Print: 10" x 9.75" Online: 300x250 jpeg Med. Rectangle | | | | \$978.00 | \$200.00 | \$1,178.00 |
| Post Newsgroup | Oakland Post/El Mundo (San Francisco Post, Berkeley Post, Richmond Post, South County Post and Marin)....The Spanish version will print in El Mundo for \$1,750.00 | | 0 | \$2,950.00 | | \$2,950.00 | Print: 6" x 10.5" 12" x 10.5" (El Mundo) | | | | \$2,950.00 | | \$2,950.00 |
| Tri-City Voice | Tri-City Voice - Fremont, Newark, Union City, Hayward, and Sunol | | 0 | \$735.00 | | \$735.00 | Print: 9.75" x 14" Online: 130x60 Logo Tile | | | | \$735.00 | | \$735.00 |
| Vision Hispana | Vision Hispana | | 0 | \$505.00 | | \$505.00 | Online: 5.65" x 9.8" | | | | \$505.00 | | \$505.00 |
| Other Costs | | | | | | | | | | | | | |
| | Legal Notice of Public Hearing (Two new publications: Vision Hispana and Tri-City Voice) | | | \$748.69 | | \$748.69 | | | | | \$937.97 | | \$937.97 |
| | Publications Design | | | \$4,000.00 | | \$4,000.00 | PDF | | | | \$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 | PDF | | | | \$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 | | | | | \$27,062 | \$5,384 | \$32,445 |
| | | | | | | | | | | Difference between 2013 and 2014 Costs= | | | |
| | | | | | | | | | | \$615 | | | |

*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.

***2014 Circulation figures will be available once the ad is placed.

Orange indicates prices quoted from last year.

| 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 |

This page intentionally left blank

FOR IMMEDIATE RELEASE

August __, 2014

Contact: Tess Lengyel, Deputy Director of Planning and Policy

T: 510.208.7428

E: tlengyel@AlamedaCTC.org

www.AlamedaCTC.org

Citizens Watchdog Committee Reports Measure B Sales Tax Expenditures in Compliance with Expenditure Plan for 12th Year in a Row

12th Annual Report to the Public identifies no accounting concerns, highlights committee activities and provides update on transportation programs and projects

Alameda County - California. On August __, 2014, the Citizens Watchdog Committee (CWC) of the Alameda County Transportation Commission (Alameda CTC) released its 12th Annual Report to the Public, covering fiscal year 2012-2013 expenditures and CWC activities through July 2014. The report confirms that Alameda CTC's audited income and expenditures were in compliance with specific caps, and the auditors identified no accounting concerns. It also provides an update on the delivery of voter-approved programs and projects funded by Measure B, Alameda County's half-cent sales tax for transportation improvements approved by 81.5 percent of voters in 2000.

"The CWC is responsible for providing independent oversight of Alameda CTC's Measure B sales tax dollar expenditures. Doing so not only provides an important fiscal review of a large county expenditure but provides an additional demonstration to Alameda County voters and businesses that Measure B delivers on its promise," says Citizens Watchdog Committee Chair James Paxson. "The CWC's annual reviews and analyses play an important role in ensuring that Measure B funds are spent in accordance with the measure, and I am pleased to report Alameda CTC's full compliance with Measure B requirements for the 12th year in a row."

In fiscal year 2012-2013, Alameda CTC received \$121.1 million in Measure B revenue and expended \$134.2 million as follows:

- \$78.4 million for public transit, including operations, capital investments and special transportation for seniors and people with disabilities.
- \$17.3 million for highway and streets projects.
- \$33.1 million for cities and Alameda County for local transportation improvements, including local streets and roads, and bicycle and pedestrian projects.
- \$4.0 million for general administration.
- \$1.4 million for direct program and project management and oversight.

The Citizens Watchdog Committee was created in 2002, after reauthorization of the local sales tax measure in 2000 by 81.5 percent voter support, to represent the different perspectives of taxpayers throughout the county and to review all Measure B expenditures on projects, programs and administration for compliance with the Expenditure Plan. Approximately 60 percent of the sales tax revenues, net of administrative funding, funds programs, and approximately 40 percent, net of administrative funding, funds capital

projects. One of the committee's responsibilities is to issue an annual report to voters and taxpayers on the sales tax fund expenditures.

[The 12th CWC Annual Report](#), as well as [audits of each agency receiving Measure B funds](#), are available to the public on the Alameda CTC website. Hard copies of the report are available by request via e-mail to aayers@alamedactc.org, via mail to Alameda CTC offices at 1111 Broadway, Suite 800, Oakland, CA 94607, or via telephone to 510.208.7400.

The role of the CWC as a taxpayer safeguard has been critically important over the life of Measure B. The 30-year, \$8 billion [2014 Transportation Expenditure Plan](#), which will come before voters for approval in November 2014 to augment and extend Measure B, includes significant accountability measures including annual review and reporting by an independent watchdog committee, modeled after the CWC.

About the Alameda County Transportation Commission

Alameda CTC plans, funds and delivers transportation programs and projects that expand access and improve mobility to foster a vibrant and livable Alameda County. Alameda CTC coordinates countywide transportation planning and delivers the expenditure plan for the half-cent sales tax approved by 81.5 percent of county voters in 2000. The [2014 Transportation Expenditure Plan](#) and measure will be on the ballot in November 2014 to fund essential future transportation improvements in every city and throughout Alameda County. Visit www.AlamedaCTC.org/2014Plan to learn more or follow us on www.facebook.com/AlamedaCTC and <https://twitter.com/AlamedaCTC>.

About the Alameda CTC Citizens Watchdog Committee

The [Citizens Watchdog Committee](#) is made up of 17 members, all of whom must be a resident of Alameda County. CWC members are not elected officials at any level of government nor public employees from agencies that either oversee or benefit from the proceeds of the sales tax measure. Members are appointed for a two-year term, as follows:

- One per district, appointed by the Board of Supervisors.
- One per district, appointed by the Mayor's Conference.
- One per representing organization 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 the East Bay Bicycle Coalition)
 - League of Women Voters
 - Sierra Club

###



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.

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

March 9, 2015 CWC Meeting

- Summary of Sponsor Audits/Programs – Report Card to CWC
- Establish CWC Annual Report Subcommittee

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*

- 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

**Alameda County Transportation Commission
Citizens Watchdog Committee
Roster - Fiscal Year 2014-2015**

| | Title | Last | First | City | Appointed By | Term Began | Re-apptmt. | Term Expires | Mtgs Missed Since July '14* |
|----|-------|--------------------|--------------|---------------|---|------------|------------|--------------|-----------------------------|
| 1 | Mr. | Paxson, Chair | James | Pleasanton | East Bay Economic Development Alliance | Apr-01 | | N/A | 0 |
| 2 | Ms. | Taylor, Vice Chair | Deborah | Oakland | Alameda County Supervisor Wilma Chan, D-3 | Jan-13 | | Jan-15 | 0 |
| 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 | 0 |
| 6 | Ms. | Hamlat | Sandra | Oakland | Bike East Bay | Apr-13 | | N/A | 0 |
| 7 | Mr. | Hausseiner | James | Castro Valley | Alameda County Supervisor Nate Miley, D-4 | Feb-10 | Sep-12 | Sep-14 | 0 |
| 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 | 0 |
| 11 | Mr. | Lester | Brian | Pleasanton | Alameda County Supervisor Scott Haggerty, D-1 | Sep-13 | | Sep-15 | 0 |
| 12 | Ms. | Lew | Jo Ann | Union City | Alameda County Mayors' Conference, D-2 | Oct-07 | Sep-13 | Sep-15 | 0 |
| 13 | Ms. | Saunders | Harriette | Alameda | Paratransit Advisory and Planning Committee | Jul-09 | | N/A | 0 |
| 14 | Mr. | Tucknott | Robert A. | Pleasanton | 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 | | | | |

13.3

This page intentionally left blank

**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 | 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 | Webster Street SMART Corridor Project (PN 740.0): Amendment No. 4 to the Professional Services Agreement CMA A10-010 with Harris & Associates Inc. | | | |
| | 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 | 24 | 0 | 24-0 |
| | 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 Refiree 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 |
| | | | | | |
| June 26, 2014 | 6.1 | Approval of May 22, 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: 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 | Countywide Goods Movement Plan Vision and Goals | | | |
| | 6.6 | California Transportation Commission May 2014 Meeting Summary | | | |
| | 6.7 | FY 2012-2013 Measure B and Vehicle Registration Fee Program Compliance Reports | 21 | 0 | 21-0 |
| | 6.8 | FY 2014-15 Measure B Paratransit Program and Overview | | | |
| | 6.9 | Alameda CTC At Risk Monitoring Reports | | | |
| | 6.10 | Transportation Fund for Clean Air (TFCA) FY 2014-15 Program | | | |
| | 6.11 | State Route 84 Widening - Pigeon Pass to I-680 Project (PN 780.0): Preliminary Design and Environmental Studies | | | |
| | 6.12 | I-680 Southbound Express Lane (PN 950.0) – Contract Amendments to the Professional Services Agreements with Novani LLC (Agreement No. A09-028), Electronic Transaction Consultants Corporation (Agreement No. A08-001) and CDM Smith (Agreement No. A04-007) | | | |
| | 6.13 | Alameda CTC Proposed Overall Work Program and Consolidated Budget for FY2014-15 | | | |
| | 6.14 | Community Advisory Appointments | | | |
| | 8.2 | Final 2014 Transportation Expenditure Plan Ordinance and Placement on the Ballot | 25 | 0 | 25-0 |
| | 8.3 | Legislative Update - Recommendation was for the Commission to take a support position on AB 1721 | | | |

This page intentionally left blank