



## **Citizens Watchdog Committee Meeting Agenda**

**Monday, July 11, 2011, 6:30 to 8:30 p.m.  
1333 Broadway, Suite 300, Oakland, CA 94612**

### **Meeting Outcomes:**

- Receive public comment on the CWC Annual Report
- Approve the final CWC Annual Report, publication quantities, costs, and press release
- Receive an update from the CWC Compliance Subcommittee
- Approve the CWC Fiscal Year 2011-2012 Calendar and project watch list
- Receive an update on ACTIA's third-quarter budget and statement of revenues and expenditures
- Receive an update on the consolidated Alameda CTC budget for fiscal year 2011-2012
- Receive CWC member reports and an update on Commission actions

### **PUBLIC HEARING AGENDA**

- |                  |   |  |
|------------------|---|--|
| 6:30 – 6:35 p.m. | <b>1. Welcome and Call to Order</b>                           |  |
| 6:35 – 6:45 p.m. | <b>2. Report from Chair/Review of Draft CWC Annual Report</b> |  |
|                  | <u>02 CWC Draft 9<sup>th</sup> Annual Report.pdf</u> – Page 1 |  |
| 6:45 – 6:59 p.m. | <b>3. Public Comment</b>                                      |  |
| 7:00 p.m.        | <b>4. Close Public Hearing on CWC Annual Report</b>           |  |

### **REGULAR MEETING AGENDA**

- |                  |  |   |
|------------------|--|---|
| 7:00 – 7:05 p.m. | <b>5. Welcome and Introductions</b>  |   |
| 7:05 – 7:10 p.m. | <b>6. Approval of June 13, 2011 Minutes</b>  | A |
|                  | <u>06 CWC Meeting Minutes 061311.pdf</u> – Page 13   |   |
| 7:10 – 7:25 p.m. | <b>7. Approval of Final CWC Annual Report, Publication Methods, Costs, and Press Release</b> | A |
|                  | <u>07 CWC Annual Report Print Advertisement.pdf</u> – Handout                                |   |
|                  | <u>07A Publication of Costs.pdf</u> – Page 19  |   |
|                  | <u>07B Draft CWC Annual Report Press Release.pdf</u> – Page 21                               |   |

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- |                  |  |   |
|------------------|--|---|
| 7:25 – 7:35 p.m. | <b>8. CWC Compliance Subcommittee Report and Discussion on Establishing the Next Meeting in September</b>  | I |
| 7:35 – 7:40 p.m. | <b>9. Approval of CWC Fiscal Year 2011-2012 Calendar</b><br><u><a href="#">09 FY11-12 CWC Calendar.pdf</a></u> – Page 25   | A |
| 7:40 – 7:50 p.m. | <b>10. Approval of CWC Watch List for Fiscal Year 2011-2012</b><br><u><a href="#">10 FY11-12 CWC Watch List.pdf</a></u> – Page 27  | A |
| 7:50 – 8:00 p.m. | <b>11. CWC Member Reports/Issues Identification</b><br><u><a href="#">11 CWC Issues Identification Form.pdf</a></u> – Page 29  | I |
| 8:00 – 8:30 p.m. | <b>12. Staff Reports/Board Actions</b><br><div style="margin-left: 20px;"> <b>A. ACTIA's Third Quarter Budget and Statement of Revenues and Expenditures</b><br/> <u><a href="#">12A ACTIA Budget Update Q3 FY10-11.pdf</a></u> – Page 31<br/> <b>B. Proposed Consolidated Alameda CTC Budget for Fiscal Year 2011-2012 Update</b><br/> <u><a href="#">12B Proposed AlamedaCTC Budget for FY11-12.pdf</a></u> – Page 37<br/> <b>C. Countywide Transportation Plan and Transportation Expenditure Plan Update</b><br/> <u><a href="#">12C CWTP-TEP Overview.pdf</a></u> –Page 55<br/> <u><a href="#">12C1 Regional SCS-RTP CWTP-TEP Process.pdf</a></u> –Page 57<br/> <b>D. General Items</b><br/> <u><a href="#">12D Alameda CTC Action Items.pdf</a></u> – Page 69<br/> <u><a href="#">12D1 CWC Bylaws.pdf</a></u> – Page 83<br/> <u><a href="#">12D2 CWC Roster.pdf</a></u> – Page 91 </div> | I |
| 8:30 p.m.        | <b>13. Adjournment</b>   |   |

Key: A – Action Item; I – Information/Discussion Item; full packet available at [www.alamedactc.org](http://www.alamedactc.org)

#### Next Meeting:

Date: November 14, 2011

Time: 6:30 to 8:30 p.m.

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

#### Staff Liaisons

Tess Lengyel, Deputy Director or Policy, Public Affairs and Legislation, (510) 208-7428, [tlengyel@alamedactc.org](mailto:tlengyel@alamedactc.org)

Patricia Reavey, Director of Finance, (510) 208-7422, [preavey@alamedactc.org](mailto:preavey@alamedactc.org)

Angie Ayers, Program Management Team, (510) 208-7450, [aayers@alamedactc.org](mailto:aayers@alamedactc.org)

**Location Information:** Alameda CTC is located in Downtown Oakland at the intersection of 14<sup>th</sup> Street and Broadway. The office is just a few steps away from the City Center/12<sup>th</sup> Street BART station. Bicycle parking is available inside the building, and in electronic lockers at 14<sup>th</sup> and Broadway near Frank Ogawa Plaza (requires purchase of key card from bikelink.org). There is garage parking for autos and bicycles in the City Center Garage (enter on 14<sup>th</sup> Street between Broadway and Clay). Visit the Alameda CTC website for more information on how to get to the Alameda CTC: <http://www.alamedactc.com/directions.html>.

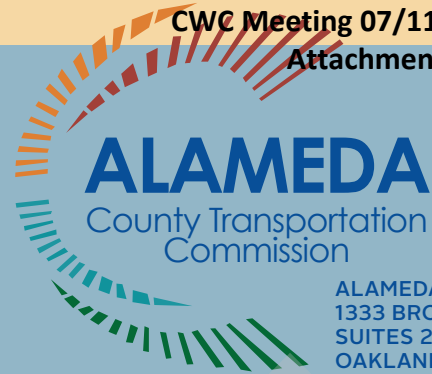
**Public Comment:** Members of the public may address the committee regarding any item, including an item not on the agenda. All items on the agenda are subject to action and/or change by the committee. The chair may change the order of items.

**Accommodations/Accessibility:** Meetings are wheelchair accessible. Please do not wear scented products so that individuals with environmental sensitivities may attend. Call (510) 893-3347 (Voice) or (510) 834-6754 (TTD) five days in advance to request a sign-language interpreter.

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# Citizens Watchdog Committee



ALAMEDA CTC OFFICES  
1333 BROADWAY  
SUITES 220 & 300  
OAKLAND, CA 94612  
PH (510) 208-7400

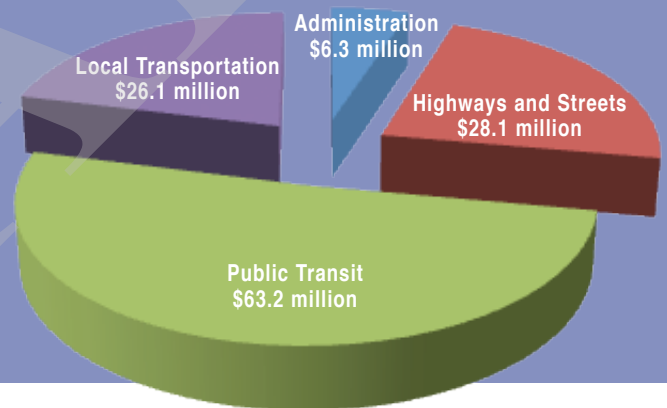
# Report

## on Measure B Sales Tax Activities



## Financials-at-a-Glance

**FY 09-10 EXPENDITURES: TOTAL \$123.7 MILLION**



## PLAN • FUND • DELIVER

### Merger of ACTIA and ACCMA

PAGE 2

The Alameda County Congestion Management Agency (ACCMA) and the Alameda County Transportation Improvement Authority (ACTIA) have merged to become the Alameda County Transportation Commission.

### CWC Activities

PAGE 3

A major role of the CWC is to keep the public informed about the progress of Measure B-funded programs and projects and the appropriate use of the funds.

### The Future of Transportation

PAGE 5

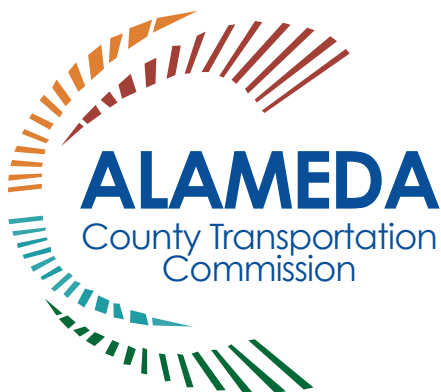
If the Countywide Transportation Plan appears on the 2012 ballot, as anticipated, it will require a two-thirds majority of Alameda County voters to pass.

### Projects and Programs

PAGE 7

Alameda CTC allocates Measure B funds, minus administrative costs, through two methods: 60 percent to local jurisdictions for programs and 40 percent to capital projects.

Total ACTIA Measure B revenues for the fiscal year 2009-2010 (FY 09-10) were \$105.1 million, including sales tax revenues of \$95.6 million. Audited expenditures for the same year totaled \$123.7 million, including \$6.3 million for administration, \$28.1 million for highways and streets, \$63.2 million for public transit and \$26.1 million for local transportation. Although the economic decline that began in 2008 resulted in lower revenues in FY 09-10, Alameda CTC has increased its sales tax revenues budget projection by \$12 million for FY 10-11 from \$90 million to \$102 million, based on updated Board of Equalization projections. This change will have a positive effect on many of the projects and programs funded by the Measure B half-cent sales tax. As of March 31, 2011, the ACTIA Measure B fund balance was \$112.3 million, all of which is currently committed to capital projects and program expenditures.



*a merger of...*



alameda county  
congestion  
management agency

alameda county  
transportation  
improvement  
authority

## Alameda CTC

**PLAN • FUND • DELIVER**

The Alameda CTC is the result of a merger of the Alameda County Congestion Management Agency (ACCMA) and the Alameda County Transportation Improvement Authority (ACTIA) and is a joint powers authority. The Alameda CTC is responsible for administering the Measure B transportation sales tax measure (ACTIA Measure B) as well as the congestion management agency functions. The Commission was formed to provide greater efficiencies in planning, funding and project and program delivery. The Alameda CTC's mission is to plan, fund and deliver transportation programs and projects that expand access and improve mobility to foster a vibrant and livable Alameda County. Your tax dollars have already accomplished a lot. For more information, visit the Alameda CTC website (<http://www.AlamedaCTC.org>).

### MEASURE B TRANSPORTATION SALES TAX

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 for use of the resultant revenues. Responsibility for managing Measure B funds rests with the Alameda County Transportation Commission (Alameda CTC or Commission), comprised of 22 members including all five Alameda County Supervisors, two representatives from Oakland, one representative from each of the other 13 cities, one representative from Alameda-Contra Costa Transit District (AC Transit) and one representative from San Francisco Bay Area Rapid Transit District (BART).

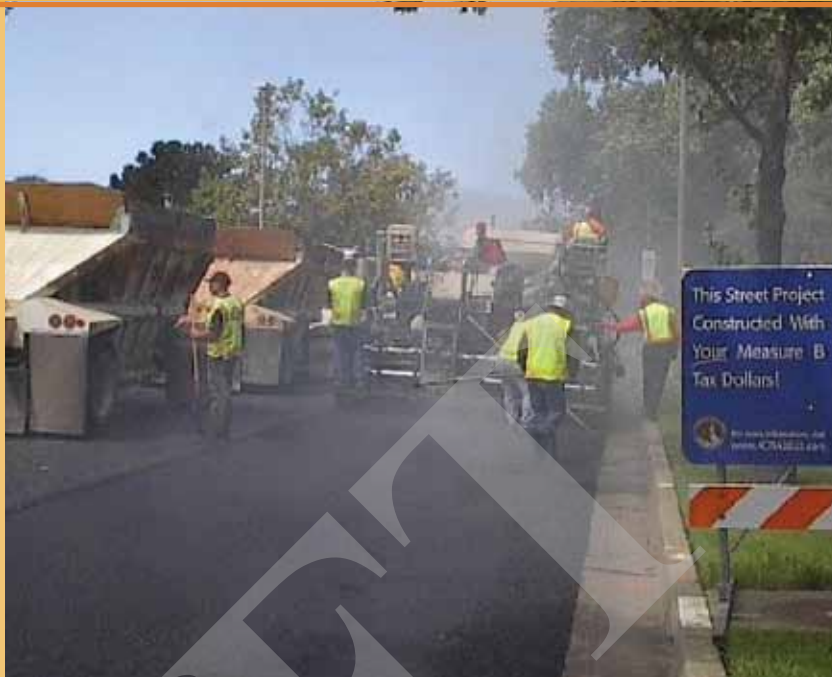
Measure B also established a Citizens Watchdog Committee (CWC) to review on behalf of the public all expenditures on projects, programs and administration for compliance under the 2000

Expenditure Plan, including timely delivery of projects. The CWC reports its findings annually to the public. This ninth annual report covers Measure B expenditures during the fiscal year ending June 30, 2010, and CWC actions since July 1, 2010, with a particular focus on project and program delivery during an economic recession.

The CWC has been meeting regularly since June 2001. Our meetings are open to the public. Meeting schedules and agendas are available on the Alameda CTC website: [www.AlamedaCTC.org](http://www.AlamedaCTC.org).



*Fernside Blvd.  
Street Resurfacing  
Project in  
Alameda Funded  
by Measure B*



## CWC Activities

Alameda CTC shapes transportation in Alameda County by allocating Measure B funds to much-needed transportation programs and projects throughout the County. In its role as “watchdog,” the CWC reviews agency financial audits and reports as well as the deadlines for program and project completion. For example, in FY 09-10, the CWC continued to watch two capital projects that had not cleared the environmental impact report stage in the previous fiscal year: the Telegraph Avenue Corridor Rapid Bus project and the Dumbarton Rail Corridor project.

The CWC also makes recommendations to the Alameda CTC regarding ACTIA Measure B expenditures and reporting. In FY 09-10, the CWC expressed support for additional Measure B funding from the Congestion Relief Emergency Fund for congestion relief on Interstate 880 at 29th and 23rd Avenues and for the I-80 Integrated Corridor Management Project.

Also in FY 09-10, the CWC formed an Ad-hoc Committee to focus special attention on the Measure B program reserves that the City of Fremont and the City of Oakland were maintaining. Staff from both cities provided more detail about their Measure B expenditures and reserves.

Based on the CWC Ad-hoc Committee discussions, the full CWC is working with Alameda CTC staff on the following policy initiatives:

1. Determining if there should be a cap on the amount of money a jurisdiction has for a year-end balance and if the Commission should put in place measures to ensure Measure B funds are spent within specific time frames.
2. Requesting additional jurisdictional project reporting at the CWC meetings annually to focus on jurisdictional delivery processes and expenditures.
3. Modifying the compliance report forms to ensure that jurisdictions provide sufficient detail about the use of pass-through funds to ensure conformance with the intent of Measure B.

## TRANSPARENCY

CWC members meet annually with the Commission’s auditors and review the Measure B Audited Statement of Revenues and Expenditures. For the July 1, 2009 through June 30, 2010 time period, the independent auditors did not identify any Measure B accounting concerns,



*I-880 Interchange  
Improvement*

and the CWC accepted this audit. In addition, the CWC reviewed and accepted an audit of the 4.5 percent ceiling on administrative costs and the 1 percent ceiling on administrative staff costs mandated by Measure B, and found Alameda CTC in compliance.

A major role of the CWC is to keep the public informed about the progress of Measure B-funded programs and projects and the appropriate use of the funds. The CWC has been instrumental in ensuring that the Commission make program and project documents accessible to the public on the Alameda CTC website and inform the public of where and how to access this information. This has resulted in all compliance reports and audits being made available on the website for public review and access, an annual publication and distribution plan for the CWC Annual Report to the public, and modification to the agency auditor's language emphasizing access to the public.

Current CWC activities underway include the CWC Compliance Reporting Subcommittee to review the compliance reporting process for the next fiscal year and review modifications to the master funding agreements with each jurisdiction receiving Measure B funds, as well as ongoing contract equity monitoring activities.

## PROTECTING YOUR INVESTMENT

The Alameda CTC monitors the goals and achievements of each contract, and the CWC provides oversight to ensure that transportation projects and programs funded by Measure B continue to make progress and that the funds are expended as promised to the voters.

The Alameda CTC has already allocated Measure B funds for most projects. Contracts between the Commission and each project sponsor require the return of Measure B funds should a sponsor cancel a project or the Commission decline to grant future extensions.

## LOCAL BUSINESS CONTRACT EQUITY PROGRAM

In addition to providing funding to regional and local jurisdictions for their transportation needs, the Alameda CTC offers contracting opportunities to Alameda County businesses under the Local Business Contract Equity (LBCE) Program. These contracts are funded solely by Measure B funds or Measure B funds plus local funds. The LBCE program goals for Local Business Enterprises (LBEs) are 70 percent of all contracts, including 30 percent for Small Local Business Enterprises (SLBEs), for professional and administrative services and 60 percent of all construction dollars. SLBE construction goals are contract specific. Opportunities under \$50,000 are reserved for Very Small Local Business Enterprises (VSLBEs). Contracts are exempt from these goals if they are partially funded by the state or federal government.

In 2010, the Commission exceeded these goals with total payments to LBEs exceeding \$13 million (92 percent) for active contracts. For exempt contracts, total payments to LBEs exceeded \$8.8 million (29 percent) for active contracts. Contracting dollars awarded to LBEs under the LBCE Program benefit the economies of local communities by providing jobs and helping local and small businesses in Alameda County to grow.

# The Future of Transportation in Alameda County



*I-580 Interchange Ribbon Cutting*

The chart below compares the original 1998 estimate of Measure B revenues with the combination of actual revenues through FY 10-11 and the projected revenue over the next 11 years.

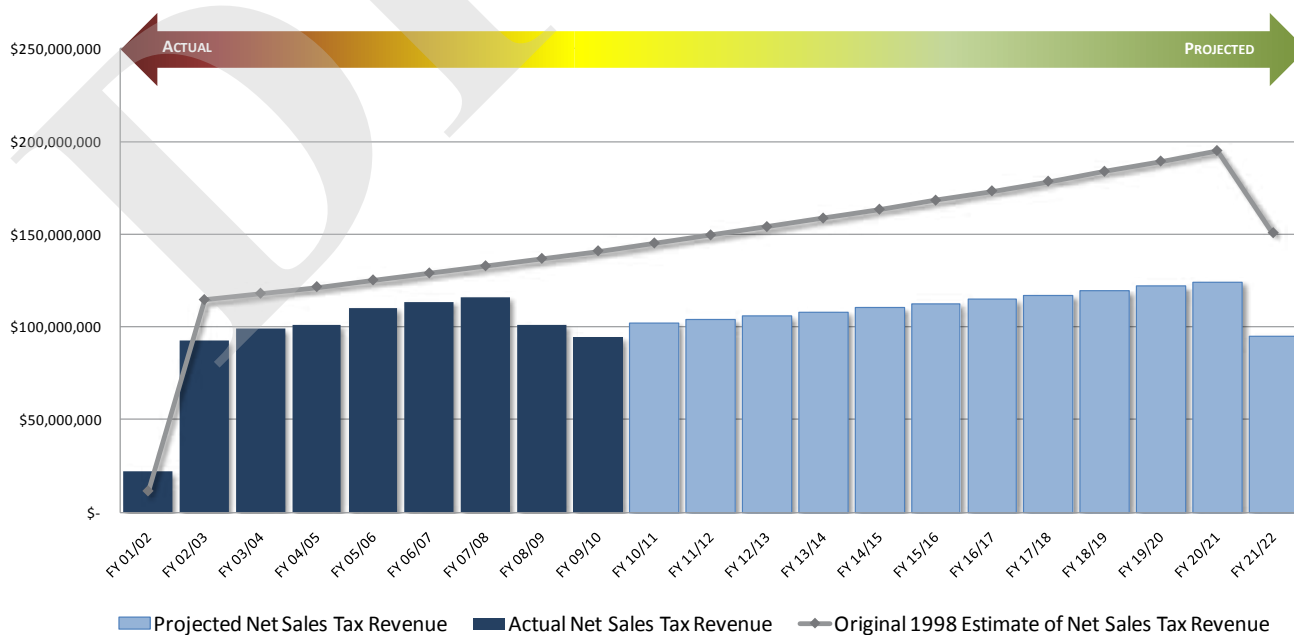
Last year, ACTIA projected that the total revenue from 2002 to 2022 would fall \$1 billion short of the original estimate of \$3 billion at the end of the measure. This year, increased revenues have reduced that amount; however, the Alameda CTC still predicts a shortfall over original projections due to the economic downturn. To address declining revenues, the Commission has initiated a transportation sales tax measure for placement on the November 6, 2012 ballot. Polling conducted in March 2011 showed 72 percent of likely voters are

in favor of extending the half-cent transportation sales tax to address an updated plan for the County's current and future transportation needs.

## COUNTYWIDE TRANSPORTATION PLAN

Alameda CTC is currently leading the update to the Countywide Transportation Plan (CWTP), which lays out a strategy for addressing transportation needs for all users in Alameda County. This plan includes projects and other improvements for new and existing freeways, local streets and roads, public transit (paratransit, buses, rails, ferries), transit-oriented development and programs to support bicycling and walking,

## MEASURE B ACTUAL VS. ANTICIPATED REVENUES





congestion relief and environmental mitigation. Many of the projects and programs adopted into the CWTP will also be included in the Regional Transportation Plan and the region's Sustainable Communities Strategy. These planning efforts involve countywide agency coordination as well as coordination with four regional agencies: the Association of Bay Area Governments, the Bay Area Air Quality Management District, the Metropolitan Transportation Commission and the San Francisco Bay Conservation and Development Commission.

## TRANSPORTATION EXPENDITURE PLAN

Alameda CTC is also identifying funding priorities for an extension of the existing Measure B half-cent transportation sales tax. The Transportation Expenditure Plan will fund projects and programs identified in the Countywide Transportation Plan. If this plan appears on the 2012 ballot, as anticipated, it will require a two-thirds majority of Alameda County voters to pass. The CWC receives regular updates on the progress of these plans.

*Countywide Transportation Plan  
Public Workshop in February 2011*





*Fremont Travel  
Training Excursion*



## Alameda CTC Programs

In November 2000, voters reauthorized Alameda County's half-cent transportation sales tax measure and approved a set of projects and programs for implementation in Alameda County. Alameda CTC allocates 60 percent of Measure B funds, minus administrative costs, to local jurisdictions for programs, primarily on a formula basis and through competitive grants.

### MEASURE B ALLOCATIONS IN FY 09-10

About 60 percent of Measure B revenues support five programs. Alameda CTC distributes most of these funds on a monthly basis to cities, the County and transit agencies. Alameda CTC maintains funding agreements with each jurisdiction for the program funds it disburses. Jurisdictions must report each fiscal year on how they used these funds, and provide their total project costs, an independent audit and a written report detailing expenditures. They also must report any grant funding they receive from the

Alameda CTC. Compliance reports and audits from every jurisdiction are on the Alameda CTC website ([www.AlamedaCTC.org](http://www.AlamedaCTC.org)).

#### LOCAL STREETS AND ROADS (22.34% OF NET SALES TAX REVENUES) \$20.2 MILLION

Alameda County jurisdictions receive monthly allocations for local transportation improvements including street maintenance and repair and signal and signage installations. Jurisdictions use these flexible Measure B funds to meet their locally determined transportation priorities.

#### MASS TRANSIT (21.92% OF NET SALES TAX REVENUES) \$19.1 MILLION

These transit operators receive monthly allocations for operations: AC Transit, Alameda-Oakland Ferry (which will transition to the Water Emergency Transportation Authority in 2011), Altamont Commuter Express Rail, Union City Transit and Wheels in East County. In 2006, ACTIA began a Countywide Express Bus Service Grant Program and distributed \$2 million in FY 09-10.

*Bay Trail  
Slough Bridge  
Dedication Day*



**SPECIAL TRANSPORTATION FOR SENIORS AND DISABLED  
(10.45% OF NET SALES TAX REVENUES)**

**\$8.1 MILLION**

Cities and transit operators receive most of these funds on a monthly basis to support their ongoing transportation programs for seniors and people with disabilities. Measure B also funds the Gap Grant Program (\$2.2 million distributed in FY 09-10) and the Paratransit Coordination Team.

**BICYCLE AND PEDESTRIAN SAFETY FUNDS  
(5% OF NET SALES TAX REVENUES)**

**\$3.4 MILLION**

Jurisdictions receive these funds on a monthly basis for bicycle and pedestrian capital projects, programs and plans. Measure B also funds the Countywide Discretionary Fund Grant Program (\$1 million distributed in FY 09-10) and the Bicycle and Pedestrian Coordination Team.

**TRANSIT CENTER DEVELOPMENT  
(0.19% OF NET SALES TAX REVENUES)**

**\$187,984**

Also known as transit-oriented development or priority development areas, a small portion of the sales tax revenues are awarded through the Transit Oriented Development Grant Program and leverage other funds by becoming a local match for grants and studies.

Both pass-through fund and grant fund recipients leverage Measure B funds to extend value. In FY 09-10, Alameda CTC allocated over \$50.8 million in pass-through funding for programs, as well as additional funds for grants, and the jurisdictions leveraged these funds for total project costs reported as over \$351.9 million. This Measure B allocation funded approximately 179 local streets and roads projects, 75 bicycle and pedestrian projects, 44 paratransit projects and 12 mass transit projects.

**MEASURE B REVENUE TOTALS  
FOR ALL PROGRAMS**

Reported by Agency/ Jurisdiction:	09-10 MB Revenues	09-10 MB Expenditures
AC Transit	\$19,723,388	\$20,118,758
BART	\$1,628,617	\$1,628,617
LAVTA	\$738,792	\$1,280,114
Alameda County	\$2,291,147	\$1,096,901
ACE	\$1,911,217	\$1,936,980
City of Alameda	\$2,228,614	\$1,508,037
City of Albany	\$337,560	\$313,824
City of Berkeley	\$2,382,371	\$2,321,878
City of Dublin	\$398,611	\$592,547
City of Emeryville	\$224,926	\$28,723
City of Fremont	\$2,665,343	\$2,705,385
City of Hayward	\$2,503,573	\$2,021,630
City of Livermore	\$898,681	\$1,171,508
City of Newark	\$553,874	\$1,160,223
City of Oakland	\$9,315,720	\$11,983,470
City of Piedmont	\$326,261	\$420,260
City of Pleasanton	\$774,923	\$852,346
City of San Leandro	\$1,360,136	\$2,613,316
City of Union City	\$1,225,077	\$791,983
<b>Total</b>	<b>\$51,488,831</b>	<b>\$54,546,501</b>



## MEASURE B PROGRAM REQUIREMENTS

To stay in compliance and receive payment from Alameda CTC, Measure B pass-through fund recipients are required to submit an end-of-year compliance report and audit, and submit proof of the following program deliverables to the Commission:

- **Road miles:** The number of road miles maintained within the City's jurisdiction, consistent with the miles the jurisdiction reported to state and federal agencies.
- **Population:** The number of people the jurisdiction's transportation program serves in the fiscal year.
- **Newsletter:** A published article that highlights the program in either Alameda CTC's newsletter or another newsletter of the jurisdiction's choice.
- **Website:** Updated and accurate program information on a local jurisdiction or other website with a link to Alameda CTC's website.
- **Signage:** Public identification of the program improvements as a benefit of the Measure B sales tax program.
- **Independent audit:** An independent audit in the jurisdiction's standard audit report format.
- **Additional paratransit program requirements:** Local paratransit plans and budgets must be submitted annually with local consumer input and governing body approval, and are reviewed by the Paratransit Advisory and Planning Committee and Alameda CTC. Jurisdictions must also participate as a member of the Alameda CTC Paratransit Technical Advisory Committee to address planning, coordination, oversight and reporting requirements, including annual reporting.



*Livermore Amador  
Valley Transit Authority  
Wheels Bus Services*

*Isabel Avenue – Route 84/I-580  
Interchange Project in Livermore*

## Capital Projects



The voters approved 26 capital projects throughout the County for infrastructure improvements, and Alameda CTC allocates 40 percent of Measure B funds to these capital projects such as BART rail extensions, highway expansions, local streets and roads enhancements, intermodal projects, and other local projects. In 2003, the Vasco Road Safety Improvement Project was added and was funded from the Measure B Congestion Relief Emergency Fund; in 2008, the I-80 Integrated Corridor Management Project was added; and in 2010, the I-880/23rd and 29th Avenue Interchanges and the Countywide Transportation Plan/Transportation Expenditure Plan (study only) projects were added by the Commission and funded through the Congestion Relief Emergency Fund.

### PROJECT IMPLEMENTATION

With Measure B as a steady funding source, project implementation continues to be successful.

The local sales tax dollars allow project phases to move forward even while project sponsors seek other funding sources to complete construction. Alameda CTC will deliver all Measure B-funded capital projects in the Expenditure Plan before the end of the sales tax collection period, and Alameda County residents will have the full benefit of these improvements.

The chart on the next page shows the project phases, schedule, original and escalated funding commitments, and total project costs for the capital projects. By 2012, the midpoint of the current transportation sales tax measure, 95 percent of all projects are scheduled to be complete or in construction. As of July 2011, 14 projects are already complete, four are in the environmental phase, three are in the scoping phase, eight are in the design phase, six are under construction and one project in the construction phase is on hold. These phases are not applicable to the project titled “Emerging Projects.”

The Measure B-funded capital projects include transit, highway, roadway and bicycle and pedestrian investments to reduce congestion, expand access and improve mobility throughout Alameda County.



*BART Warm Springs  
Extension*

Project Status as of July 2011								
Projects	Project Name	FY 09–10 Project Phase*		Construction Start Date	Scheduled Construction Completion Date	Total Project Cost Estimate	2000 Expenditure Plan Measure B Commitment	Measure B Commitment as of FY2010/11 <sup>1</sup>
1	Altamont Commuter Express Rail	Construction		June 2003	TBD	405.7	10.0	13.2
2	BART Warm Springs Extension	Construction		September 2009	June 2014	890.0	165.5	224.4
3	BART Oakland Airport Connector	Construction (DBOM Procurement)	Construction	February 2010	June 2013	484.1	65.8	89.1
4	Downtown Oakland Streetscape Improvement	Construction on hold		September 2007	June 2015	14.8	5.0	6.4
5	Fruitvale Transit Village	Complete		October 2002	March 2004	13.5	3.5	4.4
6	Union City Intermodal Station	Construction		June 2007	March 2011	47.0	9.2	12.6
7A <sup>2</sup>	Telegraph Avenue Corridor Bus Rapid Transit	Environmental		January 2013	September 2016	232.7	8.7	10.4
7B	San Pablo Corridor Rapid Bus	Complete		March 2008	December 2009	2.8	1.7	2.8
7C	Telegraph Avenue Corridor Rapid Bus	Complete		June 2005	December 2009	26.9	9.5	11.2
8A <sup>3</sup>	I-680 Sunol Express Lanes - Southbound	Construction		October 2008	December 2011	29.9	11.1	15.2
8B <sup>3</sup>	I-680 Sunol Express Lanes - Northbound	N/A	Environmental	January 2014	December 2015	TBD	14.7	20.0
9	Iron Horse Transit Route	Design		TBD	TBD	11.1	4.5	6.3
10	I-880/Broadway-Jackson Interchange Improvement	Scoping		N/A	N/A	TBD	6.0	8.1
11	I-880/Washington Avenue Interchange Improvement	Construction	Complete	April 2009	May 2010	2.7	1.1	1.3
12 <sup>4</sup>	I-580/Castro Valley Interchanges Improvements	Construction	Complete	June 2008	September 2010	31.0	9.2	11.5
13/17B	Lewelling/East Lewelling Boulevard Widening and Hesperian Boulevard/Lewelling Boulevard Intersection Improvement	Construction		July 2009	December 2011	32.5	10.3	13.8
14A	I-580 WB Auxiliary Lane (Fallon Road to Tassajara Road)	Complete		March 2009	December 2009	2.5	1.2	2.5
14B	I-580 WB Auxiliary Lane (Airway Boulevard to Fallon Road)	Design		September 2011	June 2014	5.0	2.7	2.7
14C <sup>5</sup>	I-580 EB Auxiliary Lane (El Charro Road to Airway Boulevard)	Construction		January 2009	November 2011	7.7	6.0	7.7
15	Route 92/Clawiter - Whitesell Interchange and Reliever Route	Environmental	Design	July 2013	January 2015	27.0	19.5	27.0
16	Oakland Local Streets Rehabilitation	Complete		July 2004	December 2006	5.3	4.0	5.3
17A	Hesperian/Lewelling Boulevard Intersection Improvement - Stage 1	Complete		October 2003	June 2004	0.7	0.5	0.6
18A	Westgate Parkway Extension - Stage 1	Complete		June 2004	October 2006	7.9	6.6	7.9
18B	Westgate Parkway Extension	Design		May 2011	September 2014	2.7	2.1	2.7
19	East 14th Street/Hesperian Boulevard/150th Street Intersection Improvement	Design	Design and Right-of-Way	July 2011	April 2013	3.1	0.8	1.0
20	Newark Local Streets Rehabilitation	Complete		June 2003	February 2006	5.5	1.2	1.4
21 <sup>5</sup>	I-238 Widening	Complete		September 2006	October 2009	131.8	66.0	81.0
22	I-680/I-880 Cross Connector Studies	Scoping		N/A	N/A	2.5	1.0	1.2
23	Isabel Avenue - Route 84/I-580 Interchange	Construction		January 2009	April 2012	107.8	20.0	26.5
24	Route 84 Expressway	Design		November 2011	October 2015	136.1	70.0	96.5
25 <sup>6</sup>	Dumbarton Rail Corridor	Environmental		TBD	TBD	700.7	14.7	19.4
26	I-580 Corridor/BART to Livermore Studies	Environmental		N/A	N/A	TBD	8.7	11.8
27	Emerging Projects	N/A		N/A	N/A	0.0	7.6	6.2
27A <sup>7</sup>	Vasco Road Safety Improvements	Complete		January 2005	June 2009	22.4	0.0	1.5
27B <sup>7</sup>	I-80 Integrated Corridor Mobility	Design		September 2011	May 2013	94.1	0.0	1.8
27C <sup>7</sup>	I-880 North Safety and Operational Improvements at 23rd/29th Avenues	N/A	Design	N/A	N/A	101.7	0.0	0.8
27D <sup>7</sup>	Countywide Transportation Plan-Transportation Expenditure Plan	N/A	Scoping	N/A	N/A	1.9	0.0	0.1
GRAND TOTAL <sup>8</sup>						\$5,529.1	\$568.5	\$756.2

1 Alameda CTC allocates Measure B funds by project phase; see fact sheets or the website for additional details.

2 The Commission approved an extension on March 15, 2011, for environmental clearance by March 30, 2012.

3 Total Project Funding amount shown includes southbound Express Lane costs plus \$20M of Measure B remaining for northbound.

4 Project cost does not include 1986 Measure B funding for the I-580/Redwood Road Interchange Project component.

5 2000 Measure B funding for Project 14C exchanged for State funds and made available for Project 21.

6 The Commission approved an extension on March 15, 2011, for environmental clearance by March 31, 2013, and the Commission approved the addition of a full funding plan on March 31, 2013

7 Project funded with the Congestion Relief Emergency Funds. Measure B total for project 27D is \$50,000.

8 Total project costs reflect a combination of Measure B funds and other funding sources.

\*Typically, the project development process flows through the following phases: scoping—environmental clearance—design—right-of-way—construction—complete.

**CWC MEMBERS FISCAL YEAR 2010-2011**

*Name* ..... *Appointer*

Pamela Belchamber ..... Alameda County Mayors' Conference, D-5

Roger Chavarin ..... Alameda Labor Council AFL-CIO

Peter Michael Dubinsky ..... Supervisor Nadia Lockyer, D-2

Arthur B. Geen ..... Alameda County Taxpayers Association

James Haussener ..... Supervisor Nate Miley, D-4

Jo Ann Lew ..... Alameda County Mayors' Conference, D-2

Erik Jensen ..... East Bay Bicycle Coalition

James Paxson ..... East Bay Economic Development Alliance

Harriette Saunders ..... Paratransit Advisory and Planning Committee

Hale Zukas ..... Supervisor Keith Carson

**Vacancy** ..... **Alameda County Mayors' Conference, D-1**

**Vacancy** ..... **Alameda County Mayors' Conference, D-3**

**Vacancy** ..... **Alameda County Mayors' Conference, D-4**

**Vacancy** ..... **League of Women Voters**

**Vacancy** ..... **Sierra Club**

**Vacancy** ..... **Supervisor Scott Haggerty, D-1**

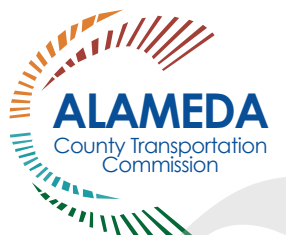
**Vacancy** ..... **Supervisor Wilma Chan, D-3**

## A Call for Public Participation

The Alameda CTC and the CWC invite your participation in delivering transportation projects and programs by joining one of four community advisory committees or participating in public committee meetings. In addition to the CWC, the public serves on the Bicycle and Pedestrian Advisory Committee, the Citizens Advisory Committee and the Paratransit Advisory and Planning Committee. We also invite you to get involved in shaping the future of Alameda County by providing input on the Countywide Transportation Plan and Transportation Expenditure Plan. Visit the website to learn more about public engagement opportunities ([www.AlamedaCTC.org](http://www.AlamedaCTC.org)).

## Further Information

The complete Expenditure Plan and this report are available on the Alameda CTC website at [www.AlamedaCTC.org](http://www.AlamedaCTC.org). Copies of these publications and audits for each agency are available at the Alameda CTC offices at 1333 Broadway, Suites 220 & 300, Oakland, CA 94612, telephone 510-208-7400. Information on Measure B-funded program expenditures also appears on each jurisdiction's website.



1333 BROADWAY  
SUITES 220 & 300  
OAKLAND, CA 94612



**Alameda CTC Citizens Watchdog Committee Meeting Minutes**  
**Monday, June 13, 2011, 5:30 p.m., 1333 Broadway, Suite 300, Oakland**

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Attendance Key (A = Absent, P = Present)

Members:

<u>  P  </u> James Paxson, Chair	<u>  P  </u> Thomas Gallagher	<u>  P  </u> Hale Zukas
<u>  P  </u> Jo Ann Lew, Vice Chair	<u>  A  </u> Arthur Geen	
<u>  A  </u> Pamela Belchamber	<u>  P  </u> James Haussener	
<u>  P  </u> Roger Chavarin	<u>  A  </u> Erik Jensen	
<u>  A  </u> Mike Dubinsky	<u>  P  </u> Harriette Saunders	

Staff:

<u>  P  </u> Arthur L. Dao, Executive Director	<u>  P  </u> Patricia Reavey, Director of Finance
<u>  P  </u> Tess Lengyel, Deputy Director of Policy Public Affairs and Legislation	<u>  P  </u> Angie Ayers, Acumen Building Enterprise, Inc.

---

**1. Welcome and Introductions**

James Paxson, CWC Chair, called the meeting to order at 6:35 p.m. The meeting began with introductions, and James listed the desired meeting outcomes.

**2. Public Comments**

There were no public comments.

**3. Approval of March 14, 2011 Minutes**

*James Haussener moved to approve the March 14, 2011 minutes as written. Roger Chavarin seconded the motion. The motion carried unanimously (7-0).*

**4. Election of Officers for Fiscal Year 2011-2012 and Approval of CWC Bylaws**

Tess Lengyel explained to the committee that staff updated the bylaws primarily in response to the recent merger of the Alameda County Transportation Improvement Authority (ACTIA) and the Alameda County Congestion Management Agency. She stated that this was also an opportunity to make the bylaws between the agency's four community advisory committees as uniform as possible.

*Questions/feedback from the members:*

- Replace Article 2.2.2 with language from the 2000 Expenditure Plan "The Committee will 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."

- Update Article 3.5 Attendance add after more than three absences “during a fiscal year.”
- Delete Article 3.6.2.
- Update Article 4.1.1 to change committees to subcommittees.

*James Haussener moved to approve the CWC Bylaws with corrections to the aforementioned articles. Tom Gallagher seconded the motion. The motion passed unanimously (7-0).*

*Election of officers:*

*Tom Gallagher nominated James Paxson for chair and Jo Ann Lew as vice chair. Jo Ann declined the nomination. Jo Ann Lew nominated Harriette Saunders as the vice chair. James Haussener seconded the motion. The motion passed unanimously (7-0).*

## **5. CWC Subcommittee Reports**

### **A. Review of Draft CWC Annual Report and Discussion of Publication Methods and Costs**

Chair Paxson thanked the individuals who participated in the Annual Report Subcommittee meetings.

*Questions/feedback from members:*

- A CWC member inquired about where the \$3 billion number on page 29 came from, since the 2000 Expenditure Plan mentions \$1.4 billion. Art Dao and Hale Zukas stated that if the Alameda CTC collects \$100 million annually starting in 2002 for 20 years, due to inflation of the dollar, the gradual increase will result in a total of \$3 billion versus the \$1.4 billion.

*Recap of changes for the draft report content:*

- Place “Commission” in the parentheses with Alameda CTC because it is being used interchangeably for Alameda County Transportation Commission.
- Check for consistency in comma usage after a year.
- Jo Ann will send additional comments via e-mail.
- In the CWC Activities section, mention CWC is continuing to watch the two projects that have not cleared the environmental impact report stage (Telegraph Avenue Corridor Bus Rapid Transit and Dumbarton Rail Corridor).
- In the “Plan, Fund, Deliver” section, add a comment stating the accomplishments of Measure B, and direct readers to a URL for more information.
- To feature projects and programs to the public, select photos for positive projects and programs, and place captions below the photos.
- Place the “Revenue Totals for All Programs for Each Agency/Jurisdiction” chart or a subset of the chart in the annual report. The chart is located on page 6 of the Compliance Report and Audit Summary.
- In the second paragraph of “The Future of Transportation in Alameda County” section, add “at the end of the measure” at the end of the first sentence.



*Recap of changes for the Capital Projects Summary:*

- Add dates to the prior-year and current-year headings.
- Merge cells with the same content in the prior-year and current-year project phases.
- Change the dollar amount from \$1,940.0 to \$1.94 for project 27D Countywide Transportation Plan/Transportation Expenditure Plan.

The next step is for the subcommittee to review and finalize the annual report.

*Publications methods and costs:*

Tess explained the publications costs handout. The CWC committee suggested that Alameda CTC use electronic formats as part of the outreach approach. The committee inquired how much effort goes into outreach and what the value of outreach is. The members also would like to know how many additional people will receive the CWC annual report. The committee wants Alameda CTC to provide, in the future, the number of unique hits on the website for individuals who view the annual report online.

Tess stated that Alameda CTC did outreach in the spring on the Countywide Transportation Plan (CWTP) and the Transportation Expenditure Plan (TEP), which also included an online survey e-mailed to Alameda CTC contacts and various agencies. She noted that staff will try to get this information to provide the committee with the number of unique hits on the website for last year's CWC Annual Report to the Public. In regards to social media, Alameda CTC is looking into this now. Tess suggested that we can make the annual report look like an e-newsletter and hyperlink every jurisdiction using the Revenue Totals for All Programs for Each Agency/Jurisdiction chart, and the public will see the accomplishments of the city as well as for each project fact sheet. She also mentioned that in terms of printing, the Alameda CTC can generate a public notice with a URL to the full report, which is cheaper than printing the full report.

Chair Paxson stated that the Publication Costs spreadsheet needs to help the committee determine the effectiveness of the distribution/outreach of the report both from a print perspective and the results from the placement of the banner advertisements. He suggested we take a more grass-roots approach to disseminating the annual report information to the community and various organizations.

**B. EOY Compliance Summary**

Tess reviewed the CWC compliance report subcommittee summary from the May 11, 2011 meeting. She stated that two issues exist: 1) The physical report utilized by the jurisdictions. 2) Measure B reserves. The subcommittee discussion was around the numbers tied between three report documents used by the jurisdictions: the audit, compliance report, and Table 1 Attachment. She stated that the numbers between the three documents are often different, and they should be the same. The discussion around additional modifications for the reports is included in the memo. A request was made to have the CWC chair and vice chair receive a copy of the letters sent to the

agencies and jurisdiction. The chair and vice chair will also attend the Compliance Workshop held in September.

Tess stated that the subcommittee discussed creating a master funding agreement between Alameda CTC and the agencies and jurisdictions that will include the pass-through funds, the Vehicle Registration Fee (VRF) funds, and grants. The members inquired about how Alameda CTC will handle the agreements if a new measure passes. Staff stated that these discussions are taking place now with the CWC Subcommittee, the Technical Advisory Committee (TAC), the Paratransit Advisory and Planning Committees (PAPCO), and the Commission. The modifications to the process and the compliance report forms must be completed in September. Staff will finalize the agreements before the end of the calendar year. Art informed the committee that a recommendation will go to the Planning, Policy, and Legislation Committee (PPLC) and then to the Commission. He also stated that the VRF will be included, and staff will involve the Alameda County Technical Advisory Committee (ACTAC), CWC, PAPCO, PPLC, TAC, and the Commission in the process.

The CWC members discussed that the jurisdictions are entitled to the money in their reserves, and Alameda CTC should not take the money from the cities. Tess stated that Alameda CTC has the right to withhold funds if the jurisdictions are not spending it appropriately. She stated that Alameda CTC wants to ensure that the jurisdictions spend the funds in a timely manner. Art mentioned that Alameda CTC is not taking the money away from the jurisdictions; the agency is asking them to use it more effectively. The jurisdictions are reporting over \$50 million in reserves.

The next steps for the subcommittee is to meet on Thursday, June 30 at 2 p.m. to review more information on the master agreements and the suggested changes to the compliance report. Chair Paxson stated that if any member wants to participate in the subcommittee to notify him or Alameda CTC staff.

## **6. Final Strategic Plan Review**

Art provided a handout of the Strategic Plan presentation, and he focused on the ACTIA portion of the plan. He stated that pages 116 to 118 in the agenda packet are ACTIA's Strategic Plan commitment. Art informed the committee that the Commission approved the Strategic Plan in May.

Art provided the committee with the definition of "allocation" and stated that out of the 10 Capital Projects with commitments, Alameda CTC is will allocate to five of them:

- Altamont Commuter Express Capital Improvements
- Telegraph Avenue Corridor Bus Rapid Transit
- I-680 Sunol Express Lanes – Northbound
- I-880/Route 92/Whitsell Drive Interchange
- Westgate Parkway Extension



**7. ACTIA's Third Quarter Budget and Statement of Revenues and Expenditures**

Due to time constraints, the topic will come before the committee again in July.

**8. Proposed Consolidated Alameda CTC Budget for Fiscal Year 2011-2012 Update**

Art informed the committee that the consolidated budget went to the Finance and Administration Committee (FAC) for approval before the Commission. He stated that the Alameda CTC expects a \$3 million savings (\$1 million in salaries and \$2 million in annual renewed contracts) in fiscal year 2011-2012. Due to time constraints, this topic will come before the committee again in July.

**9. CWC Member Reports/Issues Identification**

Harriette mentioned that she attended an Ethics Committee and learned more about serving on committees and about the form 700.

Tom Gallagher notified the committee that he must resign due to personal issues. He stated that it has been a pleasure to serve the last three years on the CWC for Measure B, representing District 1.

**10. Staff Reports/Board Actions****A. Countywide Transportation Plan and Transportation Expenditure Plan Update**

Tess encouraged the committee to review the information in the packet.

**B. General Items**

Tess informed the committee that the Board Action Items are on page 161 of the agenda packet for review.

**11. Adjournment/Next Meeting**

The meeting adjourned at 8:40 p.m. The next meeting is July 11, 2011 at the Alameda CTC offices.

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CWC Annual Report  
Publications Costs

Affiliation	Newspaper	Newspaper Circulation	Page Views	Media/Size	2010 Page Views	2010 Click Throughs	2010 Final Costs	Proposed 2011 Cost (Print)	Proposed 2011 Cost (Web)	Proposed 2011 Costs
Full Page Camera Ready Print Version Opportunities										
Bay Area NewsGroup - East Bay	Oakland Tribune, Tri-Valley Herald, Argus, Alameda Times Star, The Daily Review <b>Online: insidebayarea.com</b>	612,808	40 million month	<b>Print:</b> 10.5" x 14" (1/2 page) <b>Online:</b> 300 x 250 jpeg Medium Rectangle	753,480	1,150	<b>\$17,392.00</b>	\$7,392.00	\$10,000.00	<b>\$17,392.00</b>
	Hills Newspapers	75,913		<b>Print:</b> 10.5" x 14"	N/A	N/A	<b>\$1,512.00</b>	\$1,512.00		<b>\$1,512.00</b>
Combined Print and Electronic	San Francisco Business Times (Alameda County, Contra Costa County) <b>Online: sanfrancisco.bizjournals.com</b>	100,000	160,000 month	<b>Print:</b> 10" x 13.5" <b>Online:</b> 468 x 60 jpg Rectangle	31,862	98	<b>\$6,890.00</b>	\$5,385.00	\$1,345.00	<b>\$6,730.00</b>
	Post Newsgroup	180,000		<b>Print:</b> 10.5" x 14" (1/2 page)	N/A	N/A	<b>\$3,000.00</b>	\$3,000.00		<b>\$3,000.00</b>
	The Independent - Livermore, Pleasanton, Dublin, and Sunol	27,000		<b>Print:</b> 11.33" x 14"	N/A	N/A	<b>\$1,569.12</b>	\$1,569.12		<b>\$1,569.12</b>
	Pleasanton Weekly	15,000	204,000 month	<b>Print:</b> 10" x 9 3/4" (full page) <b>Online:</b> 300 x 250 jpg			<b>\$1,279.00</b>	\$1,079.00	\$200.00	<b>\$1,279.00</b>
	Tri-City Voice - Fremont, Newark, Union City, Hayward, and Sunol	50,000		<b>Print:</b> 9.75" x 14" hyperlink send ACTIA Logo Title	N/A	N/A	<b>\$735.00</b>	\$735.00		<b>\$735.00</b>
	East Bay Express (eastbayexpress.com)	43,000	70,000 week	<b>Print:</b> 10.125"x 7.1" <b>Online:</b> 728 x 90 Rectangle	32,234	19	<b>\$2,025.00</b>	\$1,800.00	\$225.00	<b>\$2,025.00</b>
Electronic Media										
	SFGate.com front page banner hyperlink to ACTIA website - final cost		3,724,440 daily	Hyperlink 130 x 60 (tile on home page); Square 300 x 250	2,727,812	310	<b>\$2,500.00</b>	\$0.00	\$2,500.00	<b>\$2,500.00</b>
	www.asianweek.com - web banner only			<b>Online:</b> Jpeg 468 x 60 Rectangle			<b>\$403.20</b>	\$0.00	\$403.20	<b>\$403.20</b>
Other Costs										
	Publications Design			PDF			<b>\$2,940.00</b>	\$2,940.00		<b>\$2,940.00</b>
	Autumn Press Printing for 2,000 in full color; waiting for a price for mailing			PDF			<b>\$3,848.84</b>	\$2,989.43		<b>\$2,989.43</b>
	Autumn Press Printing to handle mailing of 800 copies			Hardcopy				\$387.69		<b>\$387.69</b>
	Siemons Mailing 1,500 copies (postage plus labor)			Hardcopy			<b>\$879.19</b>			<b>\$0.00</b>
TOTALS:		1,027,808					<b>\$44,973</b>	<b>\$28,789</b>	<b>\$14,673</b>	<b>\$43,462</b>
									<b>\$43,462</b>	<b>-\$1,511</b>
									Difference	

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**FOR IMMEDIATE RELEASE****DRAFT01 – August XX, 2011**

Contacts: Arthur L. Dao

Executive Director

T: 510.208.7401

E: [adao@alamedactc.org](mailto:adao@alamedactc.org)

Tess Lengyel

Deputy Director of Policy, Public Affairs, and  
Legislation

T: 510.208.7428

E: [tlengyel@alamedactc.org](mailto:tlengyel@alamedactc.org)**Watchdog Committee's 9<sup>th</sup> Annual Report Highlights Transportation Sales Tax Activities**

Alameda County – California. On [insert date], the Citizens Watchdog Committee (CWC) of the Alameda County Transportation Commission (Alameda CTC) released its Ninth Annual Report to the Public. The report describes the committee's activities, and provides an update on delivery of projects and programs funded by Measure B, Alameda County's voter-approved half-cent sales tax for transportation improvements.

In July 2010, the Alameda CTC, which is a joint powers authority, was created as a result of the merger of the Alameda County Congestion Management Agency (ACCMA) and the Alameda County Transportation Improvement Authority (ACTIA). Alameda CTC is responsible for allocating Measure B transportation tax dollars for a wide range of transportation programs and projects that expand access and improve mobility.

The CWC is responsible for independent oversight on how Alameda County's half-cent sales tax dollars are spent. In fiscal year 2009-2010, Alameda CTC received \$105.1 million in revenue, and allocated \$123.7 million, including some reserves, to local jurisdictions, capital projects and administration as follows:

- \$63.2 million for public transit, including operations, capital investments and special transportation for seniors and disabled,
- \$26.1 million for cities and the County to spend on local transportation including local streets and roads, and bike and pedestrian projects,
- \$28.1 million for highway and street projects
- \$6.3 million for administration

A fund balance of \$112.3 million remains, all of which is currently committed to capital projects and program expenditures. The report also notes that audited income and expenditures were in compliance with specific caps and the auditors did not identify any accounting concerns.

The Watchdog Committee was created in 2002, after reauthorization of the local sales tax measure in 2000, to review agency financial audits and reports as well as the deadlines for program and project completion. Part of the committee's responsibility is to issue an annual report to voters and taxpayers to report on the sales tax fund expenditures. Citizens Watchdog Committee Chair James Paxson notes, "**NEED TO INSERT QUOTE HERE.**"

Since its inception, the CWC has affected change in a number of ways due to its watchful activities. These include ensuring that language in the audit is accessible to the full public; requesting and reviewing separate independent audits on Measure B administrative caps; requesting that all ACTIA audits and local jurisdictions fund audits and reports be placed on Alameda CTC's website for full accessibility by the public; and requesting public and stakeholder involvement in how funds are expended.

The CWC has kept watch on all projects, programs, and administrative costs and the progress in meeting Local Business Contract Equity Program goals. Over the past year, the CWC focused special attention on the following:

- **Telegraph Avenue Corridor Bus Rapid Transit** to ensure compliance with environmental clearance requirements of the Expenditure Plan
- **Dumbarton Rail Corridor** to ensure compliance with environmental clearance requirements of the Expenditure Plan
- **Congestion Relief Emergency Fund** to include two new projects for congestion relief on Interstate 880 at 29<sup>th</sup> and 23<sup>rd</sup> Avenues and for the I-80 Integrated Corridor Management projects
- **Administrative Costs** to ensure compliance with cost ceilings mandated by the Measure B Expenditure Plan
- **Contracting Processes** that provide opportunities for local businesses in Alameda County to work on projects funded by the sales tax measure

The CWC Annual Report is available to the public on the Alameda CTC website, <http://www.alamedactc.org>. Copies of the report, the Expenditure Plan, and audits for each agency are available on the website and at Alameda CTC offices at 1333 Broadway, Suites 200 and 300, Oakland, CA 94612, telephone 510.208.7400. In addition, each jurisdiction's website includes information on Measure B-funded program expenditures.

###

[Alameda CTC](#) administers Measure B, the half-cent transportation sales tax in Alameda County, which was approved by 81.5 percent of the voters. Its mission is to plan, fund and deliver transportation programs and projects that expand access and improve mobility to foster a vibrant and livable Alameda County. For more information visit: <http://www.alamedactc.org>.

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## **Fiscal Year 2011-2012 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 11, 2011 CWC Meeting**

- Public Hearing on CWC Annual Report
- Addressing Public Comments
- Finalizing Annual Report and Publications
- Approval of FY 2011-2012 Annual Calendar
- CWC Watch List for FY 2011-2012 (send letter to Jurisdictions reminding them of keeping CWC informed on projects/programs)

### **November 14, 2011 CWC Meeting**

- Financial Update: Financial Statement Reporting, Quarterly Investment Report
- CWC Annual Report Outreach Summary and Publication Costs Update
- Update on Program Compliance Workshop
- Update on Semi-Annual Local Business Enterprise/Small Local Business Enterprise Program
- Quarterly Alameda CTC Commission Action Items

### **January 9, 2012 CWC Meeting**

- Sponsor Compliance Audits and Reports – Forwarded to CWC without Staff Analysis
- Projects, Programs, and Contracting Procedures Overview/Update
- Project Sponsor Presentations – if requested
- Quarterly Alameda CTC Commission Action Items

### **March 12, 2012 CWC Meeting**

- Summary of Sponsor Audits/Programs – Report Card to CWC
- Approval of Draft Annual Report Outline
- Draft Compliance Summary and Audit Report
- Financial Update: Budget Update, Financial Statement Reporting, Quarterly Investment Report
- Update on Semi-Annual Local Business Enterprise/Small Local Business Enterprise Program
- Projects and Programs Update
- Update on Commissions Actions Affecting FY 2010-2011
- Project Sponsor Presentations – if requested

### **April 2011 CWC Annual Report Subcommittee Meeting**

- Prepare Draft Annual Report

### **June 11, 2012 CWC Meeting**

- Finalize Draft Annual Report
- Election of Officers
- Approval of Bylaws
- Final Strategic Plan
- Financial Update: Budget Update, Financial Statement Reporting, Quarterly Investment Report
- Quarterly Alameda CTC Commission Action Items
- Project Sponsor Presentations – if requested

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ACTIA Capital Projects  
FY 2011-2012

CWC Member Capital Projects  
Monitoring Responsibilities

CWC Member Capital Projects Monitoring Responsibilities																													
Member's Names	Appointed By	ACTIA No. 1 - ACE Capital Improvements Alameda County; Construction	ACTIA No. 2 - BART Warm Springs Ext. Fremont; Construction	ACTIA No. 3 - BART Oakland Airport Conn. Oakland; Construction (Preconstruction)	ACTIA No. 4 - Downtown Streetscape Project Oakland (4A, 4B, 4C); 4D Complete	ACTIA No. 5 - BART Fruitvale Transit Village Union City; Construction	ACTIA No. 6 - Union City Intermodal Station Oakland (7A); 7B & 7C Complete	ACTIA No. 7 - Bus Rapid Transit - Tel. Corridor Alameda County, Fremont; Construction	ACTIA No. 8 - I-680 Express Lane Dublin	ACTIA No. 9 - Ironhorse Trail; Planning Oakland, Alameda	ACTIA No. 10 - I-880/Broadway-Jackson I/C San Leandro; Preliminary Eng./Env. Study	ACTIA No. 11 - I-880/Washington Avenue I/C Alameda County, Castro Valley I/C	ACTIA No. 12 - I-580 Castro Valley I/C Alameda County; Construction	ACTIA No. 13 - Lewelling/E. Lewelling Widening Livermore; 14C Design; 14A Complete	ACTIA No. 14 - I-580 Auxiliary Lanes; Dublin, Hayward; Preliminary Eng./Env. Studies	ACTIA No. 15 - Rte. 92/Clawiter Whitesell I/C Complete	ACTIA No. 16 - Oakland Local Streets San Leandro, AC; Construction; 17A Complete	ACTIA No. 17B - Hesperian/Lewelling Widening San Leandro; 18A Complete	ACTIA No. 18 - Westgate Extension San Leandro; Design/Right of Way	ACTIA No. 19 - E.14th/Hesperian/150th Complete	ACTIA No. 20 - Newark Local Streets Complete	ACTIA No. 21 - I-238 Widening Fremont; Project Study Report	ACTIA No. 22 - I-680/I-880 Cross Conn. Study Livermore; Construction	ACTIA No. 23 - Isabel/Route 84/I-580 I/C Livermore; Design/Right of Way	ACTIA No. 24 - Route 84 Expressway Preliminary Engineering	ACTIA No. 25 - Dumbarton Corridor Dublin, Pleasanton, Livermore; Right of Way	ACTIA No. 26 - I-580/BART Mobility	ACTIA No. 27B - I-80 Integrated Corridor 27A - Vasco Road Complete	Comments
Belchamber, Pamela	Alameda County Mayors' Conference, D-5						X																						
Chavarin, Roger	Alameda Labor Council AFL-CIO		X		X														X								X		
Dubinsky, Mike	Supervisor Nadia Lockyer, D-2	X				X																			X				
Geen, Arthur B.	Alameda County Taxpayers Association			X																									
Haussener, James	Supervisor Nate Miley, D-4																												
Jensen, Erik	East Bay Bicycle Coalition		X	X	X		X	X		X																			
Lew, Jo Ann	Alameda County Mayors' Conference, D-2						X		X													X							
Paxson, James	East Bay Economic Development Alliance	X						X	X			X		X										X		X	X		
Saunders, Harriette	Paratransit Advisory and Planning Committee		X							X																			
Zukas, Hale	Supervisor Keith Carson, D-5		X	X																									
Vacancy	Alameda County Mayors' Conference, D-1																												
Vacancy	Alameda County Mayors' Conference, D-3																												
Vacancy	Alameda County Mayors' Conference, D-4																												
Vacancy	League of Women Voters																												
Vacancy	Sierra Club																												
Vacancy	Supervisor Scott Haggerty, D-1																												
Vacancy	Supervisor Wilma Chan, D-3																												

The projects marked with an "X" above are those I am interested in monitoring.

Signature\_\_\_\_\_

Alameda CTC Programs  
FY 2011-2012

CWC Member Program Monitoring Responsibilities		Alameda (BP, LSR)	Albany (BP, LSR, P)	Berkeley (BP, LSR, P)	Dublin (BP, LSR, P)	Emeryville (BP, LSR)	Fremont (BP, P)	Hayward (BP, LSR, P)	Livermore (BP, LSR, P)	Newark (BP, LSR)	Oakland (BP, LSR, P)	Piedmont (BP, LSR, P)	Pleasanton (BP, LSR)	San Leandro (BP, LSR, P)	Union City (BP, LSR, P)	Ala. County North (LSR, M, P)	Ala. County Central (LSR)	Ala. County East (LSR)	25 % Countywide (LSR)	Paratransit (City Programs)	Paratransit - BART	AC Transit - AC Transit	AC Transit - Transit Operations	Alameda (Ferry Services)	Altamont Commuter Express	LAVTA Transit Operations	Countywide Transit Operations	Transit-oriented Development	Comments
Member's Name	Appointed By																												
Belchamber, Pamela	Alameda County Mayor's Conference, D-5			X															X		X	X							
Chavarin, Roger	Alameda Labor Council AFL-CIO																												
Dubinsky, Mike	Supervisor Nadia Lockyer, D-2					X																		X	X				
Geen, Arthur B.	Alameda County Taxpayers Association										X												X						
Haussener, James	Supervisor Nate Miley, D-4						X						X			X		X											
Jensen, Erik	East Bay Bicycle Coalition																X				X		X				X	X	
Lew, Jo Ann	Alameda County Mayors' Conference, D-2													X								X							
Paxson, James	East Bay Economic Development Alliance	X																											
Saunders, Harriette	Paratransit Advisory and Planning Committee																												
Zukas, Hale	Supervisor Keith Carson, D-5																												
Vacancy	Alameda County Mayors' Conference, D-1																												
Vacancy	Alameda County Mayors' Conference, D-3																												
Vacancy	Alameda County Mayors' Conference, D-4																												
Vacancy	League of Women Voters																												
Vacancy	Sierra Club																												
Vacancy	Supervisor Scott Haggerty, D-1																												
Vacancy	Supervisor Wilma Chan, D-3																												

BP = Bicycle and Pedestrian  
LSR = Local Streets and Roads  
M = Mass Transit  
P = Paratransit (special transportation for seniors and people with disabilities)

Signature \_\_\_\_\_

**CITIZENS WATCHDOG COMMITTEE ISSUES FORM****Alameda County Transportation Commission (Alameda CTC)****1333 Broadway, Suite 300****Oakland, California 94612****Voice: 510-893-3347 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)

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**PROCESS -**

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**PROTECTION -**

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**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.

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## **Memorandum**

**DATE:** May 12, 2011

**TO:** Alameda County Transportation Commission

**FROM:** Finance and Administration Committee

**SUBJECT:** **Approval of Third Quarter Budget Update and Statement of Revenues and Expenditures for the Alameda County Transportation Improvement Authority**

### **Recommendations**

It is recommended that the Commission approve:

- The FY 2010-11 3<sup>rd</sup> Quarter Budget Update (see Attachment A) which includes a transfer of \$300,000 of budget funds from the General Fund to the ACTC Fund
- Statement of Revenues and Expenditures as of March 31, 2011 (see Attachment B)

### **Summary**

#### **3<sup>rd</sup> Quarter Budget Update**

- The Revised Budget reflects a \$12 million increase in sales tax revenues, from \$90 million to \$102 million, approved by the Commission in January 2011, a \$20,000 increase in the equipment budget approved in December 2010 and an increase in the ACTIA Capital Budget of \$4.4 million approved in February.
- The Revised Budget also proposes a transfer of \$300,000 of budget funds from the General Fund to the ACTC Fund to accurately reflect how Commission related expenses are actually being coded versus how they were budgeted.

#### **Statement of Revenues and Expenditures**

- As of March 31, 2011, the ACTIA fund balance was \$292.0 million which is better than 3<sup>rd</sup> quarter budget by \$50.6 million or 21.3%. This positive variance is primarily due to delays in projects with large Measure B commitments from ACTIA and ACTA projects.
- Revenues were \$82.3 million, which is higher than 3<sup>rd</sup> quarter budget by \$3.1 million or 3.9%.

- Expenditures were \$93.1 million, which is lower than 3<sup>rd</sup> quarter budget by \$47.5 million or 33.8%.
- The ACTIA Salary and Benefits Limitation ratio of 0.70% and Administrative Cost Limitation ratio of 2.37% were calculated based on actual expenditures and were found to be in compliance with the requirements of 1.00% and 4.50%, respectively.

### **Discussion**

The format of the 3<sup>rd</sup> quarter financial statements allows for the budget and actual costs to be broken out by fund. The activity in each section, be it budget, revised budget or actuals all represents the change in fund balance by that specific fund. This format also segregates the request for a budget revision on the budget update document from the actual Statement of Revenues and Expenditures with a comparison to the 3<sup>rd</sup> quarter budget so that year-to-date actuals and variances from budget can be reviewed without getting lost in the budget adjustment process.

### **Fiscal Impact**

The approval of this item will move \$300,000 from the General Operating Fund to the ACTC Operating Fund with no net effect on the FY 2010-11 budget.

### **Attachments**

Attachment A - The 3<sup>rd</sup> Quarter Budget Update

Attachment B - The Statement of Revenues and Expenditures



**Quarterly Budget Update  
Fiscal Year 2010-11**

	General Fund ACTC	General Fund ACTIA	Capital Projects	Special Purpose	Pass- Through	CWTP Fund	ACTA Project Fund	Inter-Agency Adjustments	Consolidated Total
<b>ADOPTED BUDGET BY FUND</b>									
Beginning Fund Balance	\$ -	\$ 14,622,538	\$ 87,350,878	\$ 11,592,946	\$ -	\$ -	\$ 185,157,984	\$ -	\$ 298,724,346
<b>REVENUES</b>									
Sales Tax (Net)		4,050,000	34,465,950	3,070,782	48,413,268				90,000,000
Interest Income		125,196	831,712	154,092			1,750,000		2,861,000
Federal, State & Local Funds	159,250		728,677			776,834		(936,084)	728,677
Other Income		112,253							112,253
Total Revenues	159,250	4,287,449	36,026,339	3,224,874	48,413,268	776,834	1,750,000	(936,084)	93,701,930
<b>EXPENDITURES</b>									
	159,250	4,124,602	85,695,790	10,641,911	48,413,268	776,834	27,708,064	(936,084)	176,583,635
Ending Fund Balance	\$ -	\$ 14,785,385	\$ 37,681,427	\$ 4,175,909	\$ -	\$ -	\$ 159,199,920	\$ -	\$ 215,842,641
<b>REVISED BUDGET BY FUND</b>									
Beginning Fund Balance	\$ -	\$ 14,622,538	\$ 87,350,878	\$ 11,592,946	\$ -	\$ -	\$ 185,157,984	\$ -	\$ 298,724,346
<b>REVENUES</b>									
Sales Tax (Net)		4,590,000	39,061,416	3,480,214	54,868,370				102,000,000
Interest Income		125,196	831,712	154,092			1,750,000		2,861,000
Federal, State & Local Funds	459,250		728,677			776,834		(1,236,084)	728,677
Other Income		112,253							112,253
Total Revenues	459,250	4,827,449	40,621,805	3,634,306	54,868,370	776,834	1,750,000	(1,236,084)	105,701,930
<b>EXPENDITURES</b>									
	459,250	4,144,602	90,103,955	10,641,911	54,868,370	776,834	27,708,064	(1,236,084)	187,466,902
Ending Fund Balance	\$ -	\$ 15,305,385	\$ 37,868,728	\$ 4,585,341	\$ -	\$ -	\$ 159,199,920	\$ -	\$ 216,959,374
<b>BUDGET ADJUSTMENTS</b>									
<b>REVENUES</b>									
Sales Tax (Net)		540,000	4,595,466	409,432	6,455,102	-	-	-	12,000,000
Federal, State & Local Funds	300,000	-	-	-	-	-	-	(300,000)	-
<b>EXPENDITURES</b>									
	300,000	20,000	4,408,165	-	6,455,102	-	-	(300,000)	10,883,267
Net Change	\$ -	\$ 520,000	\$ 187,301	\$ 409,432	\$ -	\$ -	\$ -	\$ -	\$ 1,116,733

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**Statement of Revenues and Expenditures**  
**Fiscal Year 2010-11**  
**As of March 31, 2011**

	General Fund ACTC	General Fund ACTIA	Capital Projects Fund	Special Purpose Funds	Pass-Through	CWTP Fund	ACTA Project Fund	Inter-Agency Adjustments	Consolidated Total
<b>ACTUALS AS OF MARCH 31, 2011</b>									
Beginning Fund Balance	\$ -	\$ 14,622,538	\$ 87,350,878	\$ 11,592,946	\$ -	\$ -	\$ 185,157,984	\$ -	\$ 298,724,346
<b>REVENUES</b>									
Sales Tax (Net)		3,535,657	30,088,828	2,680,800	42,264,871		2,383,728		78,570,157
Interest Income		94,132	498,445	75,954					3,052,259
Federal, State & Local Funds	299,108		668,903			543,882		(842,990)	668,903
Other Income		56,820							56,820
Total Revenues	299,108	3,686,610	31,256,176	2,756,754	42,264,871	543,882	2,383,728	(842,990)	82,348,138
<b>EXPENDITURES</b>									
	299,108	2,703,790	33,393,003	2,871,664	42,264,871	543,882	11,883,319	(842,990)	93,116,647
Ending Fund Balance	\$ -	\$ 15,605,358	\$ 85,214,051	\$ 11,478,036	\$ -	\$ -	\$ 175,658,393	\$ -	\$ 287,955,837
<b>3rd QUARTER BUDGET BY FUND</b>									
Beginning Fund Balance	\$ -	\$ 14,622,538	\$ 87,350,878	\$ 11,592,946	\$ -	\$ -	\$ 185,157,984	\$ -	\$ 298,724,346
<b>REVENUES</b>									
Sales Tax (Net)		3,442,500	29,296,062	2,610,161	41,151,278				76,500,000
Interest Income		93,897	623,784	115,569			1,312,500		2,145,750
Federal, State & Local Funds	344,438		546,508			582,626		(927,063)	546,508
Other Income		84,190							84,190
Total Revenues	344,438	3,620,587	30,466,354	2,725,730	41,151,278	582,626	1,312,500	(927,063)	79,276,448
<b>EXPENDITURES</b>									
	344,438	3,108,452	67,577,966	7,981,433	41,151,278	582,626	20,781,048	(927,063)	140,600,177
Ending Fund Balance	\$ -	\$ 15,134,673	\$ 50,239,266	\$ 6,337,242	\$ -	\$ -	\$ 165,689,436	\$ -	\$ 237,400,617
<b>VARIANCE</b>									
<b>REVENUES</b>									
Sales Tax (Net)	-	93,157	792,766	70,639	1,113,594	-	-	-	2,070,157
Interest Income	-	235	(125,339)	(39,615)		-	1,071,228	-	906,509
Federal, State & Local Funds	(45,330)		122,395			(38,743)		84,073	122,395
Other Income		(27,370)							(27,370)
Total Revenues	(45,330)	66,023	789,822	31,024	1,113,594	(38,743)	1,071,228	84,073	3,071,691
<b>EXPENDITURES</b>									
	(45,330)	(404,662)	(34,184,963)	(5,109,769)	1,113,594	(38,743)	(8,897,729)	84,073	(47,483,529)
Net Variance	\$ -	\$ 470,685	\$ 34,974,785	\$ 5,140,793	\$ -	\$ -	\$ 9,968,957	\$ -	\$ 50,555,220

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## Memorandum

**DATE:** June 2, 2011

**TO:** Finance and Administration Committee

**FROM:** Arthur L. Dao, Executive Director  
Patricia Reavey, Director of Finance

**SUBJECT:** **Approval of the Fiscal Year 2011-2012 Proposed Consolidated Budget for the Alameda CTC**

### Recommendations

It is recommended that the Commission approve the attached Proposed Consolidated Budget for fiscal year 2011-12

### Summary

The proposed budget has been segregated by fund type and includes an adjustment column to eliminate interagency revenues and expenditures on a consolidated basis. The fund types are comprised of General Funds, various Special Revenue Funds, the Exchange Fund and Capital Project Funds.

The proposed budget contains revenues totaling \$170.8 million of which sales tax revenues comprise \$104.0 million, or 61 percent. In addition to revenues, the proposed budget also includes the projected FY2010-11 fund balance of \$226.1 million for total available resources of \$396.9 million. The revenues are offset by \$281.6 million in total expenditures of which \$202.4 million, or 72 percent, are allocated for capital project expenditures. These revenue and expenditure totals constitute a net reduction in fund balance of \$110.8 million and a projected consolidated ending fund balance of \$115.4 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.

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

- County Wide Transportation Plan
- Congestion Management Program
- Safe Routes to School
- Bike Mobile Program
- Vehicle Registration Fee Programs
- Transportation For Clean Air Programs
- Pass Through Funding Programs

In addition to the planning projects and programs listed above, the budget also contains revenues and expenditures necessary to fund and deliver significant capital projects that can expand access and improve mobility in Alameda County consistent with the FY2011-12 Strategic Plan – Allocation Plan Measure B Capital Projects Program being considered this month by the Commission. Some of the most significant projects included in the proposed budget are as follows:

- I-880 to Route 238 East West Connector Project (formerly the Route 84 Historic Parkway Project) Fremont and Union City
- Route 238 Mission-Foothill-Jackson Corridor Improvements Project in Hayward
- BART Warm Springs Extension Project
- BART Oakland Airport Connector Project
- I-680 Sunol Express Lane Project
- Route 84 Expressway Project in Livermore
- I-880 North Safety & Operational Improvements Project at 23<sup>rd</sup> & 29<sup>th</sup> Avenues in Oakland
- I-580 Eastbound Express Lane Project
- I-80 Integrated Corridor Mobility Project

### **Discussion/ Background**

The FY 2011-12 Proposed Consolidated Budget represents many important milestones for the Alameda CTC.

- It is the first Consolidated Budget for the Agency.
- It presents greater detail to improve transparency and communication.
- It reflects consolidation efficiencies that have been implemented.

Some of the efficiencies realized in the proposed budget include the streamlining of staff to 27 full time equivalents (FTEs) which saved over \$1 million in salaries from the FY2010-11 budgets of the two former agencies, and the consolidation of annually renewed contracts which saved almost \$2 million.

The development of the FY2011-12 budget was centered on the mission and core functions as defined in the Agency Strategic Business Plan which was endorsed by the Commission. The objective was to develop a budget that would enable the Alameda CTC to plan, fund and deliver transportation programs and projects that expand access and improve mobility in Alameda County. This was accomplished by devoting available resources in the budget to the process of planning in order to identify transportation needs and opportunities to formulate strategies and solutions; by providing the funding necessary to evaluate, prioritize, and fund programs and projects; and by delivering quality programs and projects on schedule and within budget.

### **Major Line Item Detail**

Sales Tax Revenues – of \$104.0 million have increased \$2 million, or 2 percent, over the FY2010-11 Revised Budget of \$102.0 million based on recent economist's projections of moderate growth and a slow recovery.

Grant Revenues – of \$47.3 million have decreased \$11.3 million, or 21 percent, from the FY2010-11 Revised Budget due to capital project needs and current phases. 26 percent of grant revenues come from local resources, 14 percent from regional resources, 43 percent from state resources and 17 percent from federal resources.

Capital Projects Expenditures – of \$202.4 million have increased \$32.4 million, or 19 percent, from the FY2010-11 Revised Budgets of \$170.0 million due to the anticipated progress in ACTIA and ACTA projects scheduled for the coming year as they move through construction phases.

The ACTIA Salary and Benefits Limitation ratio of 0.95 percent and Administrative Cost Limitation ratio of 3.39 percent were calculated based on the proposed budgeted expenditures and were found to be in compliance with the requirements of the 1.00 percent and 4.50 percent limits, respectively.

**Fiscal Impacts**

The fiscal impact of the Proposed FY2011-12 Consolidated Budget would be to provide resources of \$170.8 million and authorize expenditures of \$281.6 million with an overall decrease in fund balance of \$110.8 million for a projected ending fund balance of \$115.4 million.

**Attachments**

Attachment A:	Alameda CTC FY2011-12 Proposed Consolidated Budget
Attachment B:	ACCMA FY2011-12 Proposed Budget
Attachment C:	ACCMA FY2011-12 Proposed Capital Projects Budget Detail
Attachment D:	ACTIA FY2011-12 Proposed Budget
Attachment E:	ACTIA FY2011-12 Proposed Capital Projects Budget Detail
Attachment F:	ACTA FY2011-12 Proposed Capital Projects Budget Detail
Attachment G:	ACTIA FY2011-12 Budget Limitations Calculations

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**Alameda County Transportation Commission  
Fiscal Year 2011-2012  
Proposed Consolidated Budget**

	<b>General Funds</b>	<b>Special Revenue Funds</b>	<b>Exchange Fund</b>	<b>Capital Project Funds</b>	<b>Inter-Agency Adjustments/ Eliminations</b>	<b>Total</b>
<b>Projected Beginning Fund Balance</b>	\$ 15,305,385	\$ 9,139,713	\$ 4,635,115	\$ 197,068,648	\$ -	\$ 226,148,861
<b>Revenues:</b>						
Sales Tax Revenues	4,680,000	59,492,630	-	39,827,370	-	104,000,000
Investment Income	3,700	2,750	-	2,332,000	-	2,338,450
Member Agency Fees	1,315,867	-	-	-	-	1,315,867
TFCA Funds	-	1,832,361	-	216,000	(278,136)	1,770,225
VRF Funds	-	10,729,500	108,108	584,998	(814,863)	10,607,743
Exchange Program Funds	-	-	11,114,898	3,581,400	(3,623,923)	11,072,375
Measure B Interagency Funds	80,203	-	-	-	(80,203)	-
<b>Grants</b>						
MTC Planning Funds Rolled from FY2010-2011	370,800	-	-	-	-	370,800
MTC Planning Funds	1,236,000	-	-	-	-	1,236,000
PPM Funds Rolled from FY2010-2011	544,995	-	-	272,905	-	817,900
PPM Funds FY2011-2012	675,137	-	-	-	-	675,137
ACTIA Measure B	356,734	-	-	6,243,508	(6,600,242)	-
CMAQ Funding	1,257,778	-	-	-	-	1,257,778
Other Capital Project Grants	-	-	-	36,343,086	(1,011,949)	35,331,137
<b>Total Revenues</b>	10,521,214	72,057,241	11,223,006	89,401,267	(12,409,317)	170,793,412
<b>Expenditures:</b>						
<b>Administration</b>						
Salaries and Benefits	3,133,077	317,573	73,006	2,084,008	(1,238,365)	4,369,300
Office Expenses and Supplies	54,870	-	-	-	-	54,870
General Administration	3,098,948	11,772	-	10,000	(80,203)	3,040,517
Commission Meeting Per Diems	197,560	-	-	-	-	197,560
Contingency	200,000	-	-	-	-	200,000
<b>Planning</b>						
County Wide Transportation Plan (CWTP)	845,500	150,000	-	-	-	995,500
CWTP Measure B Grant to CMA	150,000	-	-	-	(150,000)	-
Congestion Management Program	366,000	-	-	-	-	366,000
Transportation and Land Use	35,000	-	-	-	-	35,000
Transportation Planning	75,555	-	-	-	-	75,555
<b>Programs</b>						
Programs Management	725,938	1,154,672	-	-	-	1,880,610
Monitoring of Fed, State & Other Grants	12,500	-	-	-	-	12,500
CMA TIP Monitoring	-	-	150,000	-	-	150,000
Safe Routes to School	1,050,000	-	-	-	-	1,050,000
Bike Mobile Program	250,000	-	-	-	-	250,000
VRF Programming and Other Costs	-	7,312,508	-	-	(108,108)	7,204,400
Programming of Funds	-	3,319,670	11,000,000	-	-	14,319,670
Transportation Programming	19,350	-	-	-	-	19,350
Grant Awards/Pass Through	-	59,492,630	-	-	(206,734)	59,285,896
<b>Capital Projects</b>						
Capital Project Expenditures	-	-	-	199,770,558	(10,625,906)	189,144,652
<b>Indirect Cost Recovery/Allocation</b>						
Indirect Cost Recovery from Capital, Spec Rev & Exch Funds	(1,100,566)	-	-	-	-	(1,100,566)
ACTA Allocation	(506,497)	-	-	506,497	-	-
<b>Total Expenditures</b>	8,607,236	71,758,825	11,223,006	202,371,063	(12,409,317)	281,550,814
<b>Net Change in Fund Balance</b>	1,913,978	298,416	-	(112,969,796)	-	(110,757,402)
<b>Ending Fund Balance</b>	\$ 17,219,363	\$ 9,438,129	\$ 4,635,115	\$ 84,098,852	\$ -	\$ 115,391,459

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**Alameda County Congestion Management Agency  
Fiscal Year 2011-2012  
Proposed Budget**

	General Fund	Special Revenue Funds (TFCA & VRF)	Exchange Fund	Capital Project Fund	Inter-Agency Adjustments/ Eliminations	Total
<b>Projected Beginning Fund Balance</b>	\$ -	\$ 4,554,372	\$ 4,635,115	\$ -	\$ -	\$ 9,189,487
<b>Revenues:</b>						
Member Agency Fees	1,315,867					1,315,867
TFCA Funds		1,832,361		216,000	(278,136)	1,770,225
VRF Funds		10,729,500	108,108	584,998	(814,863)	10,607,743
Exchange Program Funds			11,114,898	3,581,400	(3,623,923)	11,072,375
Measure B Interagency Funds	80,203				(80,203)	-
<b>Grants</b>						
MTC Planning Funds Rolled from FY2010-2011	370,800					370,800
MTC Planning Funds	1,236,000					1,236,000
PPM Funds Rolled from FY2010-2011	544,995			272,905		817,900
PPM Funds FY2011-2012	675,137					675,137
ACTIA Measure B	356,734			6,243,508	(6,600,242)	-
CMAQ Funding	1,257,778					1,257,778
Other Capital Project Grants				36,343,086	(1,011,949)	35,331,137
<b>Total Revenues</b>	5,837,514	12,561,861	11,223,006	47,241,897	(12,409,317)	64,454,962
<b>Expenditures:</b>						
<b>Administration</b>						
Salaries and Benefits	2,148,422	317,573	73,006	1,727,589	(1,238,365)	3,028,226
ADP payroll service fee	5,000					5,000
Office Supplies	18,775					18,775
Office Expenses	16,375					16,375
Computer Support	55,000					55,000
Website Services	9,000					9,000
Insurance Premiums	38,465					38,465
Insurance Brokerage Fees	9,650					9,650
Legal Fees	157,500					157,500
Financial Audit Fees	32,000					32,000
Dues and Subscriptions	5,175					5,175
Postage/Delivery	8,245					8,245
Advertising	14,000					14,000
Telephone Expenses	40,000					40,000
Equipment Lease	43,960					43,960
Software/License	5,910					5,910
Meeting Food/Meals	11,550					11,550
Misc. Expenses	330					330
Annual Report	16,500					16,500
Promotional materials	9,000					9,000
Public Relations	139,000					139,000
Travel	20,000					20,000
Training	22,000					22,000
Continuing education	1,000					1,000
Rent	439,000					439,000
Commission Meeting Per Diems	98,780					98,780
Memberships	4,100					4,100
Alameda CTC Merger Related Costs	50,000					50,000
Legislative Advocacy	61,500					61,500
Human Resource Services	32,500					32,500
Special Events	5,000					5,000
LBCE Program	18,975					18,975
Financial Services	37,100					37,100
Contingency	100,000					100,000
<b>Planning</b>						
County Wide Transportation Plan (CWTP)	650,000					650,000
Congestion Management Program	366,000					366,000
Transportation and Land Use	35,000					35,000
<b>Programs</b>						
Programs Management	142,033					142,033
Monitoring of Fed, State & Other Grants	12,500					12,500
CMA TIP Monitoring			150,000			150,000
Safe Routes to School	1,050,000					1,050,000
Bike Mobile Program	250,000					250,000
VRF Registrar Costs		775,000				775,000
VRF Ballot Costs (Amortized over 5 years)		108,108			(108,108)	-
VRF Pass Through Programming		6,429,400				6,429,400
Programming of Funds		3,319,670	11,000,000			14,319,670
<b>Capital Projects</b>						
Capital Project Expenditures				45,514,308	(4,382,398)	41,131,910
<b>Indirect Cost Recovery</b>						
Indirect Cost Recovery from Capital, Spec Rev & Exch Funds	(1,100,566)					(1,100,566)
<b>Total Expenditures</b>	5,078,780	10,949,751	11,223,006	47,241,897	(5,728,871)	68,764,563
<b>Net Change in Fund Balance</b>	758,734	1,612,110	-	-	(6,680,445)	(4,309,601)
<b>Projected Ending Fund Balance</b>	\$ 758,734	\$ 6,166,482	\$ 4,635,115	\$ -	\$ (6,680,445)	\$ 4,879,886

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**Alameda County Congestion Management Agency  
Fiscal Year 2011-2012  
Proposed Capital Project Budget Detail**

Project	#	FY2011-12 Project Costs	Revenues Sources				Total Capital Projects
			Total Local Fund Sources	Total Regional Fund Sources	Total State Fund Sources	Total Federal Fund Sources	
I-580 Landscape		350,000	-	-	350,000	-	
I-680 HOT Lane	210 & 372	1,745,000	715,000	-	795,000	235,000	
I-680 Northbound HOV / Express Lane	220	3,040,000	3,040,000	-	-	-	
I-80 Gilman Interchange Improvements	265	612,000	122,400	-	-	489,600	
I-580 PSR at 106th East Bound Off-Ramp	335	172,905	-	-	172,905	-	
Smart Corridors Operation and Management	345	930,236	930,236	-	-	-	
I-880 North Safety & Op Improv 23rd&29th	410	8,350,000	90,000	2,116,835	5,380,132	763,033	
I-580 East Bound HOV Lane	420.0	5,389,000	1,620,000	1,117,000	-	2,652,000	
I-580 Enviromental Mitigation	420.3	764,072	-	764,072	-	-	
I-580 Right of Way Preservation	423.0	770,386	251,508	518,878	-	-	
I-580 West Bound HOV Lane	424.0	3,608,000	951,000	2,475,000	-	182,000	
I-580 West Bound HOT Lane	424.4	1,774,000	684,000	-	-	1,090,000	
I-880 South Bound HOV Lane	430	2,842,000	2,842,000	-	-	-	
Webster Street Smart Corridor	440	834,000	278,000	216,000	-	340,000	
I-680/880 Cross Connector PSR	470	356,000	356,000	-	-	-	
I-80 Integrated Corridor Mobility	491	15,704,298	1,336,400	-	14,367,898	-	
		<u>47,241,897</u>	<u>13,216,544</u>	<u>7,207,785</u>	<u>21,065,935</u>	<u>5,751,633</u>	<u>47,241,897</u>

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**Alameda County Transportation Improvement Authority  
Fiscal Year 2011-2012  
Proposed Budget**

**Attachment D**

	<b>General Fund</b>	<b>Special Revenue Funds</b>	<b>ACTIA Capital Project Fund</b>	<b>ACTA Capital Project Fund</b>	<b>Inter-Agency Adjustments/ Eliminations</b>	<b>Total</b>
<b>Projected Beginning Fund Balance</b>	\$ 15,305,385	\$ 4,585,341	\$ 37,868,728	\$ 159,199,920	\$ -	\$ 216,959,374
<b>Revenues:</b>						
Sales Tax Revenues	4,680,000	59,492,630	39,827,370			104,000,000
Investment Income	3,700	2,750	282,000	2,050,000		2,338,450
<b>Total Revenues</b>	4,683,700	59,495,380	40,109,370	2,050,000	-	106,338,450
<b>Expenditures:</b>						
<u>Administration</u>						
Salaries and Benefits	984,655		152,109	204,310		1,341,074
ADP payroll service fee	2,585					2,585
Office Expenses	19,720					19,720
Computer Support	55,000					55,000
Website Services	21,000					21,000
Insurance Premiums	79,410					79,410
Insurance Brokerage Fees	9,650					9,650
Legal Fees	157,500			10,000		167,500
Financial Audit Fees	32,000					32,000
Dues and Subscriptions	21,825					21,825
Postage/Delivery	10,355					10,355
Reproduction	33,135					33,135
Advertising	14,000					14,000
Telephone Expenses	33,865					33,865
Equipment Lease	28,585					28,585
Software/License	5,255					5,255
Meeting Food/Meals	12,665					12,665
Annual Report	38,500					38,500
Bank Fees	21,735					21,735
Promotional materials	21,000					21,000
Public Relations	200,000	11,772				211,772
Travel	28,800					28,800
Training	10,000					10,000
Continuing education	1,000					1,000
Rent	313,400					313,400
Commission Meeting Per Diems	98,780					98,780
Citizens Watchdog Committee per diems	5,100					5,100
Community Advisory Committee	8,250					8,250
Bicycle and Ped Advisory Committee	5,500					5,500
Paratransit Advisory Planning	27,000					27,000
CWC Annual Report	50,000					50,000
Memberships	9,800					9,800
Alameda CTC Merger Related Costs	50,000					50,000
Legislative Advocacy	61,500					61,500
Human Resource Services	32,500					32,500
Investment Advisors	240,000					240,000
Special Events	5,000					5,000
LBCE Program	44,270					44,270
Financial Services	37,100					37,100
Interagency Transfer	80,203				(80,203)	-
Contingency	100,000					100,000
<u>Planning</u>						
County Wide Transportation Plan (CWTP)	195,500	150,000				345,500
Transportation Planning	75,555					75,555
CWTP Measure B Grant to CMA	150,000				(150,000)	-
<u>Programming</u>						
Transportation Programming	19,350					19,350
Measure B Programs Management	583,905	1,154,672				1,738,577
Grant Awards/Pass Through		59,492,630			(206,734)	59,285,896
<u>Capital Projects</u>						
Capital Project Expenditures			104,121,169	50,135,081	(6,243,508)	148,012,742
<u>Cost Allocation</u>						
ACTA Allocation	(506,497)			506,497		-
<b>Total Expenditures</b>	3,528,456	60,809,074	104,273,278	50,855,888	(6,680,445)	212,786,251
<b>Net Change in Fund Balance</b>	1,155,244	(1,313,694)	(64,163,908)	(48,805,888)	6,680,445	(106,447,801)
<b>Ending Fund Balance</b>	\$ 16,460,629	\$ 3,271,647	\$ (26,295,180)	\$ 110,394,032	\$ 6,680,445	\$ 110,511,573

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**Alameda County Transportation Improvement Authority**  
**Fiscal Year 2011-2012**  
**Proposed Capital Project Budget Detail**

<b>Project</b>	<b>#</b>	<b>Current Project Costs</b>	<b>Funding Source Measure B</b>
ACE Capital Improvements	1	2,000,000	2,000,000
BART Warm Springs Extension	2	32,166,000	32,166,000
BART Oakland Airport Connector	3	28,000,000	28,000,000
Downtown Oakland Streetscape	4	3,782,700	3,782,700
Fruitvale Transit Village	5	-	-
Union City Intermodal Station	6	-	-
Telegraph Avenue Bus Rapid Transit	7A	1,000,000	1,000,000
San Pablo Avenue Corridor Transit	7B	522,910	522,910
Telegraph Avenue Rapid Bus Service	7C	560,436	560,436
I-680 Express Lane	8	5,475,815	5,475,815
Ironhorse Trail	9	-	-
I-880/Broadway-Jackson I/C	10	520,000	520,000
I-880/Washington Ave I/C	11	-	-
I-580 Castro Valley I/C	12	-	-
Lewelling/East Lewelling	13	4,043,286	4,043,286
I-580 Auxiliary Lanes - W/B Fallon to Tassajara	14A	-	-
I-580 Auxiliary Lanes - W/B Airway to Fallon	14B	1,702,556	1,702,556
I-580 Auxiliary Lanes - E/B El Charro to Airway	14C	2,468,535	2,468,535
Rte 92/Clawiter-Whitesell I/C	15	2,689,503	2,689,503
Oakland Local Streets	16	-	-
Hesperian/Lewelling Widening	17	599,622	599,622
Westgate Extension	18	2,050,000	2,050,000
E. 14th/Hesperian/150th Improvements	19	-	-
Newark Local Streets	20	-	-
I-238 Widening	21	-	-
I-680/I-880 Cross Connector Study	22	492,517	492,517
Isabel - Route 84/I-580 I/C	23	2,863,816	2,863,816
Route 84 Expressway	24	9,280,629	9,280,629
Dumbarton Corridor	25	400,000	400,000
I-580 Corridor/BART to Livermore	26	1,777,323	1,777,323
Congestion Relief Emergency Fund - Unallocated	27	1,000,000	1,000,000
Congestion Relief Emergency Fund - Vasco Road	27A	-	-
Congestion Relief Emergency Fund - I-80 ICM	27B	725,521	725,521
I-880 23rd - 29th	27C	-	-
		<u>104,121,169</u>	<u>104,121,169</u>

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**Alameda County Transportation Authority  
Fiscal Year 2011-2012  
Proposed Capital Project Budget Detail**

<b>Project</b>	<b>#</b>	<b>Current Project Costs</b>	<b>Funding Source Measure B</b>
I-880/Route 92 Interchange	175	-	-
I-880/Mission Blvd	196	735,081	735,081
Mission Spots - Hayward	220-1	-	-
Mission Spots - Union City	220-2	-	-
Mission Spots - Fremont	220-3	-	-
Route 84 - Fremont & Union City	226	25,000,000	25,000,000
Route 238 Corridor Improvements	238	20,000,000	20,000,000
I-580 Interchange Improvement Project in Castro	239	1,500,000	1,500,000
I-580, I-238 and I-880 Corridor Study and PSR's	240	1,000,000	1,000,000
Central Alameda County Projects	241	1,800,000	1,800,000
I-580/680	310	-	-
Airport Roadway Project	705	-	-
Project Closeout	Var	100,000	100,000
BART Warm Springs Extension	WSX	-	-
Capital Project Reserve	Res	-	-
		<u>50,135,081</u>	<u>50,135,081</u>

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**Alameda County Transportation Improvement Authority**  
**Fiscal Year 2011-2012**  
**Budget Limitations Calculations**

Net Sales Tax	104,000,000.00	A
Investments & Other Income	<u>288,450.00</u>	B
Funds Generated	104,288,450.00	C
Salaries & Benefits	984,655.13	D
Other Admin Costs	<u>2,543,801.31</u>	E
Total Admin Costs	3,528,456.44	F
Gross Sal & Ben to Net Sales Tax	0.9468% = D/A	
Gross Sal & Ben to Funds Generated	0.9442% = D/C	
Total Admin Costs to Net Sales Tax	3.3927% = F/A	

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## Countywide Transportation Plan Update and Transportation Expenditure Plan Development Overview

The Alameda CTC is in the process of updating the Alameda County Countywide Transportation Plan (CWTP), a 25-year plan that lays out a strategy for addressing transportation needs for all users in Alameda County and feeds into the Regional Transportation Plan. The Alameda CTC is also developing a new Transportation Expenditure Plan (TEP) concurrently with the CWTP.

The following committees are involved in the CWTP-TEP development process:

**Steering Committee:** Comprised of 13 members from the Alameda CTC including representatives from the cities of Berkeley, Emeryville, Hayward, Livermore, Newark, Oakland, Pleasanton, and Union City, as well as Alameda County, BART and AC Transit. Mayor Mark Green of Union City is the chair and Councilmember Kriss Worthington of Berkeley is the vice-chair. The purpose of the Steering Committee is to lead the planning effort, which will shape the future of transportation throughout Alameda County. To view the meeting calendar, visit <http://www.alamedactc.org/events/month/now>.

Staff liaisons:

- Tess Lengyel, Deputy Director of Policy, Public Affairs, and Legislation, (510) 208-7428, [tlengyel@alamedactc.org](mailto:tlengyel@alamedactc.org)
- Beth Walukas, Deputy Director of Planning, (510) 208-7405, [bwalukas@alamedactc.org](mailto:bwalukas@alamedactc.org)

**Technical Advisory Working Group (TAWG):** Comprised of agency staff representing all areas of the County including planners and engineers from local jurisdictions, all transit operators in Alameda County, and representatives from the park districts, public health, social services, law enforcement, and education. The purpose of the Technical Advisory Working Group is to provide technical input, serve in an advisory capacity to the Steering Committee, and share information with the Community Advisory Working Group. To view the meeting calendar, visit <http://www.alamedactc.org/events/month/now>.

Staff liaisons:

- Beth Walukas, Deputy Director of Planning, (510) 208-7405, [bwalukas@alamedactc.org](mailto:bwalukas@alamedactc.org)
- Saravana Suthanthira, Senior Transportation Planner, (510) 208-7426, [ssuthanthira@alamedactc.org](mailto:ssuthanthira@alamedactc.org)

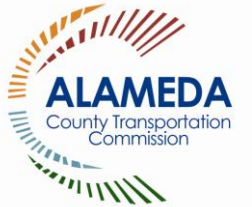
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**Community Advisory Working Group (CAWG):** Comprised of 27 members representing diverse interests throughout Alameda County including business, civil rights, education, the environment, faith-based advocacy, health, public transit, seniors and people with disabilities, and social justice. The purpose of the Community Advisory Working Group is to provide input on the Countywide Transportation Plan and the Transportation Expenditure Plan to meet the multi-modal needs of our diverse communities and businesses in Alameda County, serve in an advisory capacity to the Steering Committee, and share information with the Technical Advisory Working Group. To view the meeting calendar, visit <http://www.alamedactc.org/events/month/now>.

Staff liaisons:

- Tess Lengyel, Deputy Director of Policy, Public Affairs, and Legislation, (510) 208-7428, [tlengyel@alamedactc.org](mailto:tlengyel@alamedactc.org)
- Diane Stark, Senior Transportation Planner, (510) 208-7410, [dstark@alamedactc.org](mailto:dstark@alamedactc.org)





## Memorandum

**DATE:** June 27, 2011

**TO:** Alameda County Technical Advisory Committee (ACTAC)

**FROM:** Beth Walukas, Deputy Director of Planning  
Tess Lengyel, Deputy Director of Policy, Public Affairs and Legislation

**SUBJECT:** **Review of Sustainable Community Strategy (SCS)/Regional Transportation Plan (RTP) and Countywide Transportation Plan (CWTP)/ Transportation Expenditure Plan Information**

### Recommendation

This item is for information only. No action is requested.

### Summary

This item provides information on regional and countywide transportation planning efforts related to the updates of the Countywide Transportation Plan and Sales Tax Transportation Expenditure Plan (CWTP-TEP) as well as the Regional Transportation Plan (RTP) and the development of the Sustainable Community Strategy (SCS).

### Discussion

ACTAC; the Planning, Policy and Legislation Committee (PPLC); the Alameda CTC Board; the Citizen's Watchdog Committee; the Paratransit Advisory and Planning Committee; the Citizen's Advisory Committee; and the Bicycle and Pedestrian Advisory Committee receive monthly updates on the CWTP-TEP and RTP/SCS. The purpose of this report is to keep various Committee and Working Groups updated on regional and countywide planning activities, alert Committee members about issues and opportunities requiring input in the near term, and provide an opportunity for Committee feedback in a timely manner. CWTP-TEP Committee agendas and related documents are available on the Alameda CTC website. RTP/SCS related documents are available at [www.onebayarea.org](http://www.onebayarea.org).

### July 2011 Update:

This report focuses on the month of July 2011. A summary of countywide and regional planning activities for the next three months is found in Attachment A and a three year schedule for the countywide and the regional processes is found in Attachment B and Attachment C respectively. Highlights include MTC and ABAG's alternative scenario and performance assessment and the release of Alameda CTC's first round evaluation results of the transportation investment packages.

#### *1) MTC/ABAG Development of Alternative Land Use and Transportation Scenarios*

MTC and ABAG have released draft alternative land use and transportation scenarios, which were presented to the MTC Planning and ABAG Administration Committees and the MTC Commission at

their June 10 and June 22 meetings. The MTC Commission and ABAG Administrative Committee after much discussion and public comment approved five land use options and two transportation options and directed staff to bring back additional information on how social equity will be accomplished in the analysis. MTC staff will begin its performance assessment with result anticipated to be released in October.

## 2) RTP/SCS Work Element Proposals

MTC continues to refine their proposals and guidance for the following work elements of the RTP/SCS including:

- Releasing draft 25-year revenue projections (county budgets are not anticipated to be available until Fall 2011); and
- Developing draft transit capital, local streets and roads maintenance needs, and transit operation needs estimates.

## 3) Upcoming Meetings Related to Countywide and Regional Planning Efforts:

Committee	Regular Meeting Date and Time	Next Meeting
CWTP-TEP Steering Committee	4 <sup>th</sup> Thursday of the month, noon Location: Alameda CTC	July 28, 2011 No August Meeting September 22, 2011
CWTP-TEP Technical Advisory Working Group	2 <sup>nd</sup> Thursday of the month, 1:30 p.m. Location: Alameda CTC	July 14, 2011 No August Meeting September 8, 2011
CWTP-TEP Community Advisory Working Group	1 <sup>st</sup> Thursday of the month, 3:00 p.m. Location: Alameda CTC	July 7, 2011 No August Meeting September 1, 2011
SCS/RTP Regional Advisory Working Group	1 <sup>st</sup> Tuesday of the month, 9:30 a.m. Location: MetroCenter, Oakland	July 5, 2011 August 2, 2011 September 6, 2011
SCS/RTP Equity Working Group	Location: MetroCenter, Oakland	July 13, 2011 August 10, 2011 September 14, 2011
SCS/RTP Housing Methodology Committee	10 a.m. Location: BCDC, 50 California St., 26th Floor, San Francisco	July 28, 2011

## Fiscal Impact

None.

## Attachments

Attachment A: Summary of Next Quarter Countywide and Regional Planning Activities  
Attachment B: CWTP-TEP-RTP-SCS Development Implementation Schedule  
Attachment C: One Bay Area SCS Planning Process

## Summary of Next Quarter Countywide and Regional Planning Activities (July through September)

### Countywide Planning Efforts

The three year CWTP-TEP schedule showing countywide and regional planning milestone schedules is found in Attachment B. Major milestone dates are presented at the end of this memo. During the July through September time period, the CWTP-TEP Committees will be focusing on:

- Coordinating with ABAG and local jurisdictions to provide comments on the Initial Vision Scenario and to define the Alternative Land Use Scenarios for the Sustainable Communities Strategy;
- Evaluating transportation investment packages against a Future Land Use scenario;
- Reviewing the results of the evaluation and developing a constrained transportation network;
- Identifying a preliminary list of Transportation Expenditure Plan projects and programs;
- Developing countywide 25-year revenue projections and opportunities that are consistent and concurrent with MTC's 25-year revenue projections;
- Continuing the discussion on Transportation Expenditure Plan strategic parameters and funding scenarios;
- Developing a Locally Preferred SCS land use scenario to test with the constrained transportation network; and
- Developing a public outreach strategy for Fall 2011.

### Regional Planning Efforts

Staff continues to coordinate the CWTP-TEP with planning efforts at the regional level including the Regional Transportation Plan (MTC), the Sustainable Communities Strategy (ABAG), Climate Change Bay Plan and amendments (San Francisco Bay Conservation and Development Commission (BCDC)) and CEQA Guidelines (Bay Area Air Quality Management District (BAAQMD)).

In the three month period for which this report covers, MTC and ABAG are focusing on

- Receiving input on the Initial SCS Vision Scenario released March 11, 2011;
- Developing the Alternative Land Use and Transportation Scenarios based on that input;;
- Developing draft 25-year revenue projections; and
- Conducting a performance assessment.

Staff will be coordinating with the regional agencies and providing feedback on these issues, through:

- Participating on the MTC/ABAG Regional Advisory Working Group (RAWG),
- Participating on regional Sub-committees (Equity sub-committee); and
- Assisting in public outreach.

### Key Dates and Opportunities for Input

The key dates shown below are indications of where input and comment are desired. The major activities and dates are highlighted below by activity:

#### *Sustainable Communities Strategy:*

Presentation of SCS information to local jurisdictions: Completed

Initial Vision Scenario Released: March 11, 2011: Completed  
Alternative SCS Scenarios Released: July 2011  
Preferred SCS Scenario Released/Approved: December 2011/January 2012

#### *RHNA*

RHNA Process Begins: January 2011  
Draft RHNA Methodology Released: September 2011  
Draft RHNA Plan released: February 2012  
Final RHNA Plan released/Adopted: July 2012/October 2012

#### *RTP*

Develop Financial Forecasts and Committed Funding Policy: Completed  
Call for RTP Transportation Projects: Completed  
Conduct Performance Assessment: May 2011 - October 2011  
Transportation Policy Investment Dialogue: October 2011 – February 2012  
Prepare SCS/RTP Plan: April 2012 – October 2012  
Draft RTP/SCS for Released: November 2012  
Prepare EIR: December 2012 – March 2013  
Adopt SCS/RTP: April 2013

#### *CWTP-TEP*

Develop Land Use Scenarios: May – September 2011  
Call for Projects: Completed  
Outreach: January 2011 - December 2011  
Draft List of CWTP constrained Projects and Programs: July 2011  
First Draft CWTP: September 2011  
Preliminary TEP Program and Project list: September 2011  
Draft CWTP and TEP Released: January 2012  
Outreach: January 2012 – June 2012  
Adopt CWTP and TEP: July 2012  
TEP Submitted for Ballot: August 2012

Calendar Year 2010

Task	2010						Meeting FY2010-2011	2010				
	January	February	March	April	May	June	July	August	Sept	Oct	Nov	Dec
Alameda CTC Committee/Public Process												
Steering Committee			Establish Steering Committee	Working meeting to establish roles/ responsibilities, community working group	RFP feedback, tech working group	Update on Transportation/ Finance Issues	Approval of Community working group and steering committee next steps	No Meetings		Feedback from Tech, comm working groups	No Meetings	Expand vision and goals for County ?
Technical Advisory Working Group								No Meetings		Roles, resp, schedule, vision discussion/ feedback	No Meetings	Education: Trans statistics, issues, financials overview
Community Advisory Working Group								No Meetings		Roles, resp, schedule, vision discussion/ feedback	No Meetings	Education: Transportation statistics, issues, financials overview
Public Participation								No Meetings			Stakeholder outreach	
Agency Public Education and Outreach	Information about upcoming CWTP Update and reauthorization											
Alameda CTC Technical Work												
Technical Studies/RFP/Work timelines: All this work will be done in relation to SCS work at the regional level						Board authorization for release of RFPs	Pre-Bid meetings	Proposals reviewed	ALF/ALC approves shortlist and interview; Board approves top ranked, auth. to negotiate or NTP	Technical Work		
Polling												
Sustainable Communities Strategy/Regional Transportation Plan												
Regional Sustainable Community Strategy Development Process - Final RTP in April 2013			Local Land Use Update P2009 begins & PDA Assessment begins						Green House Gas Target approved by CARB.	Start Vision Scenario Discussions		
											Adopt methodology for Jobs/Housing Forecast (Statutory Target)	Projections 2011 Base Case
												Adopt Voluntary Performance Targets

		2011					FY2011-2012	2011				
Task	January	February	March	April	May	June	July	August	Sept	Oct	Nov	Dec
Alameda CTC Committee/Public Process												
Steering Committee	Adopt vision and goals; begin discussion on performance measures, key needs	Performance measures, costs guidelines, call for projects and prioritization process, approve polling questions, initial vision scenario discussion	Review workshop outcomes, transportation issue papers, programs, finalize performance measures, land use discussion, call for projects update	Outreach and call for projects update (draft list approval), project and program packaging, county land use	Outreach update, project and program screening outcomes, call for projects final list to MTC, TEP strategic parameters, land use, financials, committed projects	No Meetings.	Project evaluation outcomes; outline of CWTP; TEP Strategies for project and program selection	No Meetings	1st Draft CWTP, TEP potential project and program packages, outreach and polling discussion		Meeting moved to December due to holiday conflict	Review 2nd draft CWTP; 1st draft TEP
Technical Advisory Working Group	Comment on vision and goals; begin discussion on performance measures, key needs	Continue discussion on performance measures, costs guidelines, call for projects, briefing book, outreach	Review workshop outcomes, transportation issue papers, programs, finalize performance measures, land use discussion, call for projects update	Outreach and call for projects update, project and program packaging, county land use	Outreach update, project and program screening outcomes, call for projects update, TEP strategic parameters, land use, financials, committed projects	No Meetings.	Project evaluation outcomes; outline of CWTP; TEP Strategies for project and program selection	No Meetings	1st Draft CWTP, TEP potential project and program packages, outreach and polling discussion		Review 2nd draft CWTP, 1st draft TEP, poll results update	No Meetings
Community Advisory Working Group	Comment on vision and goals; begin discussion on performance measures, key needs	Continue discussion on performance measures, costs guidelines, call for projects, briefing book, outreach	Review workshop outcomes, transportation issue papers, programs, finalize performance measures, land use discussion, call for projects update	Outreach and call for projects update, project and program packaging, county land use	Outreach update, project and program screening outcomes, call for projects update, TEP strategic parameters, land use, financials, committed projects	No Meetings.	Project evaluation outcomes; outline of CWTP; TEP Strategies for project and program selection	No Meetings	1st Draft CWTP, TEP potential project and program packages, outreach and polling discussion		Review 2nd draft CWTP, 1st draft TEP, poll results update	No Meetings
Public Participation	Public Workshops in two areas of County: vision and needs; Central County Transportation Forum	Public Workshops in all areas of County: vision and needs		East County Transportation Forum			South County Transportation Forum	No Meetings		2nd round of public workshops in County: feedback on CWTP,TEP; North County Transportation Forum		No Meetings
Agency Public Education and Outreach		Ongoing Education and Outreach through November 2012					Ongoing Education and Outreach through November 2012					
Alameda CTC Technical Work												
Technical Studies/RFP/Work timelines: All this work will be done in relation to SCS work at the regional level	Feedback on Technical Work, Modified Vision, Preliminary projects lists					Work with feedback on CWTP and financial scenarios	Technical work refinement and development of Expenditure plan, 2nd draft CWTP					
Polling	Conduct baseline poll									Polling on possible Expenditure Plan projects & programs	Polling on possible Expenditure Plan projects & programs	
Sustainable Communities Strategy/Regional Transportation Plan												
Regional Sustainable Community Strategy Development Process - Final RTP in April 2013			Release Initial Vision Scenario	Detailed SCS Scenario Development			Release Detailed SCS Scenarios	Technical Analysis of SCS Scenarios; Adoption of Regional Housing Needs Allocation Methodology		SCS Scenario Results/and funding discussions		Release Preferred SCS Scenario
	Discuss Call for Projects		Call for Transportation Projects and Project Performance Assessment		Project Evaluation		Draft Regional Housing Needs Allocation Methodoligy					
	Develop Draft 25-year Transportation Financial Forecasts and Committed Transportation Funding Policy											

Calendar Year 2012

		2012					FY2011-2012				
Task	January	February	March	April	May	June	July	August	Sept	Oct	November
Alameda CTC Committee/Public Process											
Steering Committee	Full Draft TEP, Outcomes of outreach meetings	Finalize Plans	Meetings to be determined as needed	Adopt Draft Plans	Adopt Final Plans	Expenditure Plan on Ballot					VOTE: November 6, 2012
Technical Advisory Working Group	Full Draft TEP, Outcomes of outreach meetings	Finalize Plans	Meetings to be determined as needed								VOTE: November 6, 2012
Community Advisory Working Group	Full Draft TEP, Outcomes of outreach meetings	Finalize Plans	Meetings to be determined as needed								VOTE: November 6, 2012
Public Participation			Expenditure Plan City Council/BOS Adoption								VOTE: November 6, 2012
Agency Public Education and Outreach	Ongoing Education and Outreach Through November 2012 on this process and final plans						Ongoing Education and Outreach through November 2012 on this process and final plans				
Alameda CTC Technical Work											
Technical Studies/RFP/Work timelines: All this work will be done in relation to SCS work at the regional level	Finalize Plans										
Polling					Potential Go/No Go Poll for Expenditure Plan						
Sustainable Communities Strategy/Regional Transportation Plan											
Regional Sustainable Community Strategy Development Process - Final RTP in April 2013	Approval of Preferred SCS, Release of Regional Housing Needs Allocation Plan		Begin RTP Technical Analysis & Document Preparation	Prepare SCS/RTP Plan						Release Draft SCS/RTP for review	

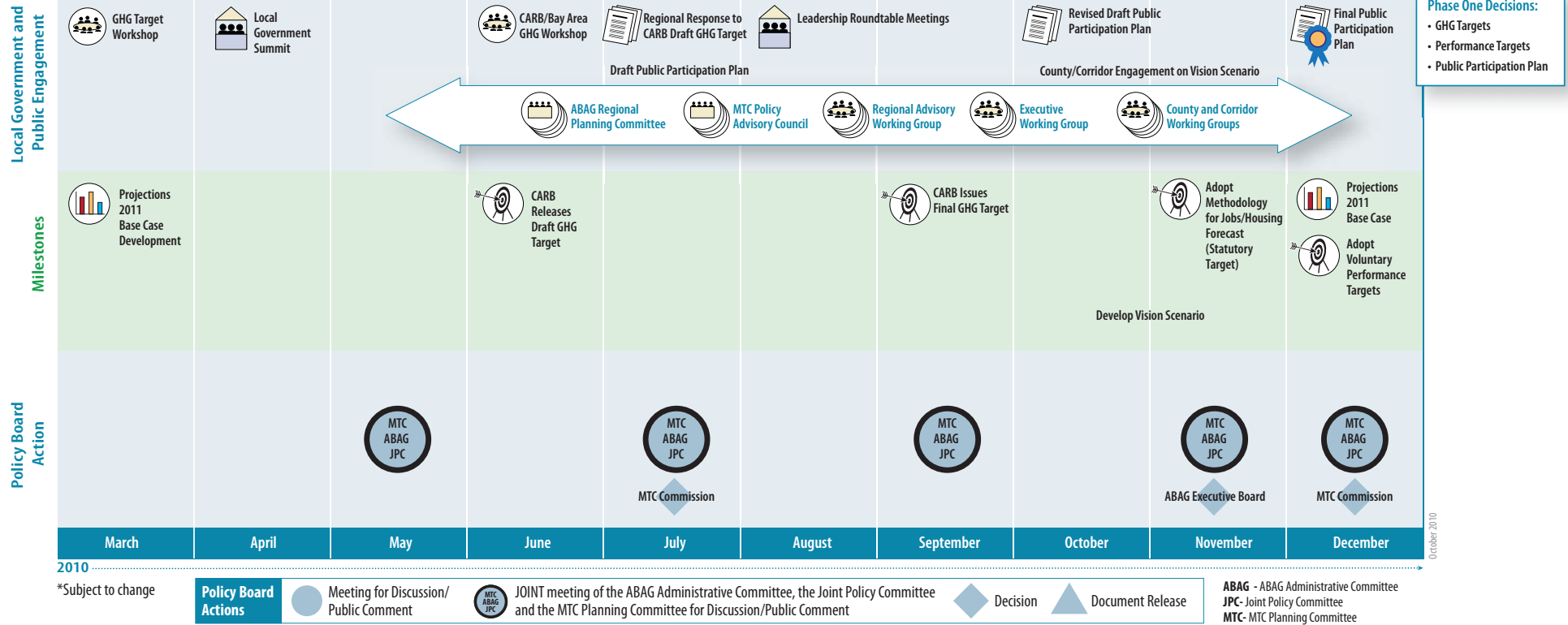
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## Sustainable Communities Strategy Planning Process: Phase 1 Detail for 2010\*

Phase 1: Performance Targets and Vision Scenario

OneBayArea



## Sustainable Communities Strategy Planning Process: Phase 2 Detail for 2011\*

Phase 2: Scenario Planning, Transportation Policy & Investment Dialogue, and Regional Housing Need Allocation

OneBayArea

### Phase Two Decisions:

- Vision Scenarios
- Financial Forecasts
- Detailed SCS Scenarios
- RHNA Methodology
- Preferred SCS Scenario
- Draft RHNA Plan

### Scenario Planning

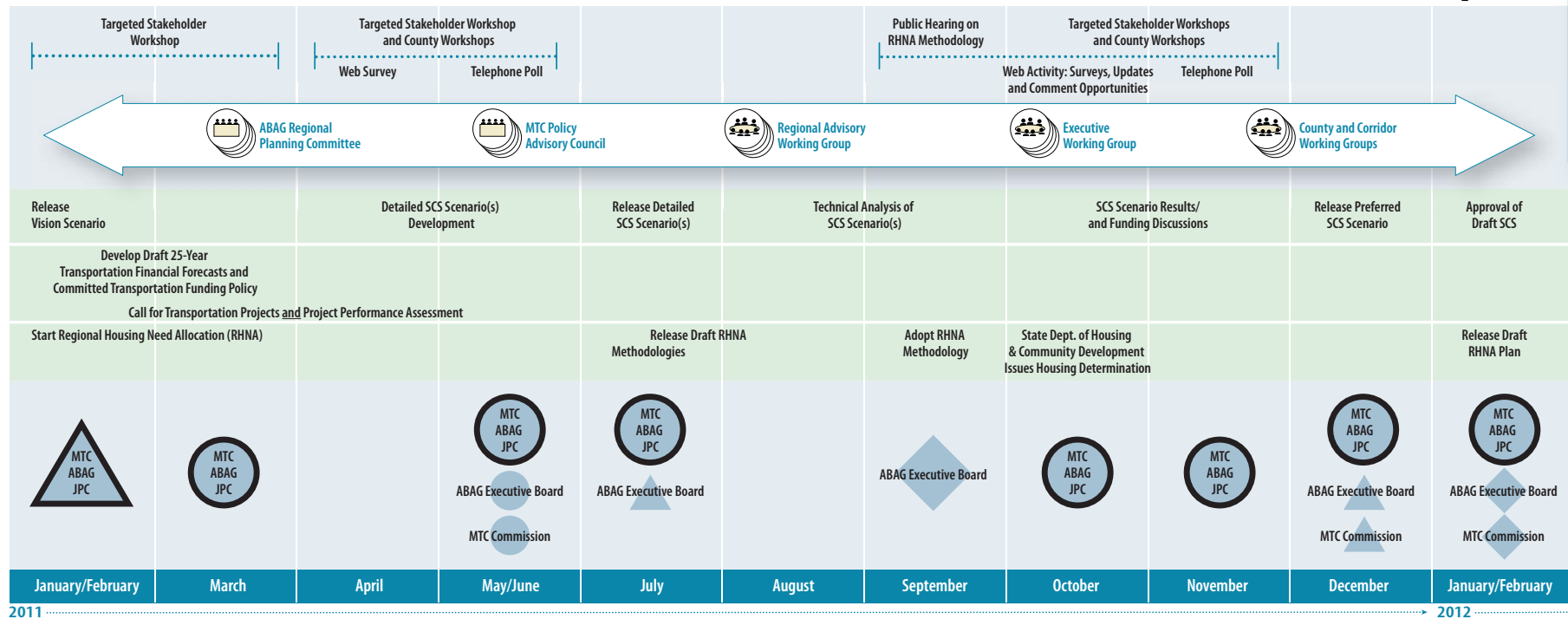
### Transportation Policy and Investment Dialogue

### Regional Housing Need Allocation

Local Government and Public Engagement

Milestones

Policy Board Action



## Sustainable Communities Strategy Planning Process: Phases 3 & 4 Details for 2012–2013\*

OneBayArea

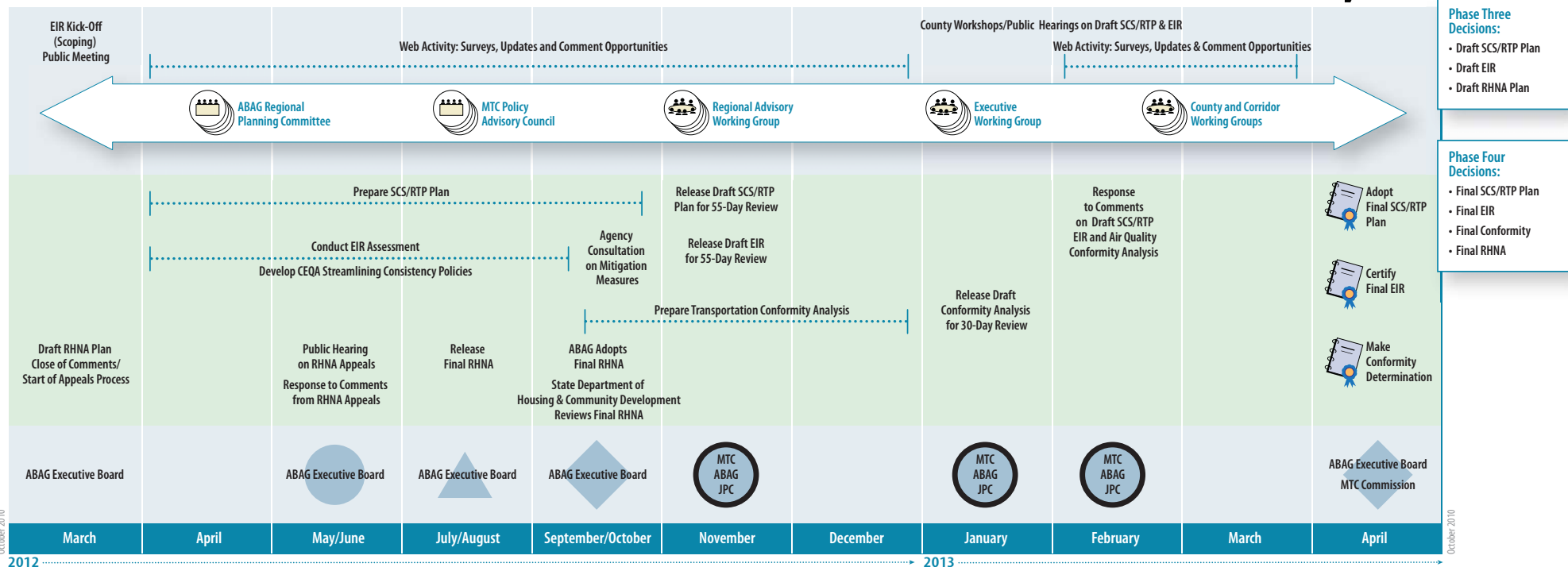
Phase 3: Housing Need Allocation, Environmental/Technical Analyses and Final Plans

Phase 4: Plan Adoption

Local Government and  
Public Engagement

Milestones

Policy Board  
Action



**Phase Three Decisions:**

- Draft SCS/RTP Plan
- Draft EIR
- Draft RHNA Plan

**Phase Four Decisions:**

- Final SCS/RTP Plan
- Final EIR
- Final Conformity
- Final RHNA

\*Subject to change

**Policy Board Actions**

Meeting for Discussion/  
Public Comment



JOINT meeting of the ABAG Administrative Committee, the Joint Policy Committee and the MTC Planning Committee for Discussion/Public Comment



Decision



Document Release

ABAG - ABAG Administrative Committee  
JPC - Joint Policy Committee  
MTC - MTC Planning Committee

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Commission Meeting Date	Item Title	Item #	Item Description / Staff Recommendation	Motion	2nd	Vote
22-Jul-10	<b>Approval of Designation of the Existing ACTIA and ACCMA Executive Directors as Interim Co-Executive Directors</b>	1	The Commission approved to designate the existing Executive Directors of ACTIA and ACCMA as interim co-executive directors of the Commission, to serve until an executive director is hired for the Alameda CTC.	Henson	Reid	23-0
	<b>Adoption of the Administrative Code</b>	2	The Commission approved the adoption of the Administrative Code with changes to Section 4.5.	Harper	Starosciak	23-0
	<b>Approval of the Transit Agency Fees</b>	3	The Commission approved the Ad Hoc Committee on Merger's recommendations to assess AC Transit and BART and Alameda CTC fee.	Haggerty	Sbranti	23-0
	<b>Appoint/Reappoint Countywide Transportation Plan Update and Sales Tax Reauthorization Steering Committee Members</b>	4	Staff recommend that the Commission appoint and/or reappoint members of the Countywide Transportation Plan Update and Sales Tax Reauthorization Steering Committee.	Kamena	Lai-Bitker	24-0
	<b>ACCMA Executive Director's Report</b>	5.2	Staff informed the Commission that the ACCMA will submit to the register of voters the vehicle registration fee on July 23. The Commission asked if the ballot measure states that the money will stay local. The Commission authorized staff to add the word local if it's not on the ballot.	Kaplan	Javandel	25-0
	<b>Approval of Consent Calendar</b>	6.1	Approval of ACTIA Board Meeting Minutes of June 24, 2010	Haggerty	Henson	25-0
		6.2	Approval of ACCMA Board Meeting Minutes, June 24, 2010			
		6.3.1	Telegraph Avenue Corridor Bus Rapid Transit - Approval of Measure B Allocation to the PE/Environmental Phase and Approval of Amendment No. 4 to the PE/Environmental Project Specific Funding Agreement with AC Transit			
		6.3.2	East Bay Greenway Project - Approval of the Consultant Shortlist and Authorization to Interview, Negotiate and Execute a Contract with the Top-Ranked Firm for Engineering, Environmental Clearance and Implementation Strategy Services			
		6.3.3	Measure B Capital Projects - I-880/Mission Blvd (Rt 262) Interchange Reconstruction and I-880 to Mission Blvd East-West Connector - Update on Funding Plans			
		6.4.1	Approval of Final Countywide Safe Routes to Schools Program.			
		6.4.2	Approval of Contract Extension for Executive Director			
		6.4.3	Year-End Detail of Investments for ACTA and ACTIA Funds			

**Alameda County Transportation Commission  
Action Items**

		6.5.1	Transportation and Land Use Program - Approval of Transit Oriented Development Quarterly Update			
		6.5.2	Approval of Safe Routes to School Final Program			
		6.6.1	Quarterly Investment Report			
		6.6.2	Quarterly SBE, LBE, and DBE Reports			
		6.6.3	Route 84/Ardenwood Blvd Park and Ride Lot Project - (Regional Measure 2 Project 29.5) - Acceptance of Construction Contract			
		6.6.4	I-680 Express Lane Project - Authorization for ACCMA Director to Negotiate and Execute Professional Services and Co-Location Contracts			
		9.1	Staff recommended that the Commission support AB 2147 which was amended	Henson	Kamena	25-0
		10.1	The Commission approved the final CMA Block Grant program (Local Streets and Roads, Regional Bicycle Program, and County Transportation of Livable Communities)	Henson	Kamena	25-0
		10.2	The Commission approved the TFCA FY 2010/11 final program and to authorize the Executive Director to execute any necessary agreements related to this programming	Wieckowski	Freitas	25-0
		10.3.1	The Commission approved the programming of \$200,000 in STIP TE funds for LAVTA's Rideo Bus Project	Kamena	Haggerty	25-1
		10.3.2	The Commission approved to the following amendments to the Alameda County STIP project list: 1) Reprogram \$10 million in STIP funds from the I-880 Safety and Operational Improvements at 23rd/29th projects to the BART OAC project. 2) Reprogram \$10 million in STIP funds from the I-880 Mission Blvd. i/c projects to the BART OAC	Reid	Haggerty	25-1
		6	The Commission chose Arthur Dao as the Executive Director for the Alameda CTC			17-0
9-Aug-10  23-Sep-10	Report on Closed Session  Approval of Consent Calendar	1A	Minutes of July 22, 2010	Henson	Reid	19-0
		1B	Minutes of August 9, 2010			
		1C	Approval of the 2010 LOS Monitoring Study Draft Report			
		1D	Review of the I-80 Integrated Corridor System Management Plan			
		1E	Review of the I-880 Corridor System Management Plan			
		1F	Approval of Transportation and Land Use Program: Revised Priority Development Area Reporting			
		1G	Review of Projects Proposed for the FY 2010/11 Transportation Funds for Clean Air (TFCA) Remaining Program Balance			

**Alameda County Transportation Commission  
Action Items**

		1H	East 14th Street/Hesperian Blvd/15th Street Intersection Improvements - Approval of Amendment No. 2 to the Project Specific Funding Agreement with the City of San Leandro for Right-of-Way Support and Capital Phase			
		1I	I-680/I-880 Cross Connector Studies - Approval of Amendment No. 3 to the Project Specific Funding Agreement with the Alameda County Congestion Management Agency for project scoping work			
		1J	Webster Street SMART Corridor - Approval of amendments to the funding agreements with the City of Alameda and MTC for the Webster Street SMART Corridor Project			
		1K	I-880 Southbound HOV Lane Widening Project - Approval of Resolution 10-004 Authorizing the Executive Director to Execute Contracts for I-880 Southbound HOV Lane Widening Project			
		1L	Update on Agency Insurance Coverage			
		1M	Professional Services Agreement with Management Partners - Approval of Amendment No. 1 to the Professional Services Agreement with Management Partners for administrative assistance during the transition of ACCMA and ACTIA to the new Alameda CTC			
		1N	Approval of Consultant Team for the Update of the CWTP and Development of the TEP			
		1O	Approval of appointments to the Community Advisory Committees			
		1P	Approval of ACTIA's semi-Annual LBCE/SLBE Report for the Period January 1, 2010 through June 30, 2010			
		3A	The Commission approved staff's recommendation on the following positions for measures on the November ballot: (a) support Alameda County Measure F; (b) oppose Proposition 23; © support Proposition	Lai-Bitker	Kaplan	26-0
		4A	The Commission approved Alameda CTC Resolution 10-003 accepting the public sponsor role for the Safe Routes to School Competitive Grant Application for the BikeMobile project, and to commit up to \$65,000 in matching funds for the \$500,000 request from the MTC SR2S competitive grant program.	Kamena	Javandel	27-0
		5A	The Commission approved ACTIA's FY 2009-10 Year-End Investment Report.	Haggerty	Bialock	27-0
		5A	Minutes of September 23, 2010			
		5B	Review of Draft Conformity Findings: Congestion Management Program (CMP) 2010	Henson	Kamena	23-0
		5C	Approval of Executive Director Entering Into Agreement to Implement TOD/TAP Studies and Plans			
		28-Oct-10	Approval of Legislative Program  Approval of Alameda CTC Sponsorship for the SR2S Regional Application for the BikeMobile Project and Funding Strategy  Approval of Annual Investment Report (ACTIA)  Approval of Consent Calendar			

**Alameda County Transportation Commission  
Action Items**

	5D	Approval of Funding Assistance for the Alameda County Public Works Agency Stanley Boulevard Safety and Streetscape Project			
	5E	Approval of Project Study Report/Project Initiation Document (PSR/PID) Priority List for Alameda County: Current and Projected Work Program			
	5F	Approval of Programming of the FY 2010/11 TFCA Program Remaining Balance			
	5G	Approval of TFCA Program Expenditure Deadline Extension Requests: 1) BART - Electronic Bicycle Lockers, TFCA Projects 07ALA06 and 08ALA02. 2) Alameda CTC - Webster Street Corridor Enhancements, TFCA Project 08ALA01. 3) City of Berkeley - 9th Street Bicycle Boulevard, TFCA Project 08ALA03			
	5H	Approval of Monitoring Reports: State Transportation Improvement (STIP) Program at Risk Report Federal Surface Transportation/Congestion Mitigation and Air Quality STP/CMAQ) Program At Risk Report CMA Exchange Program Quarterly Status Report Transportation for Clean Air (TFCA) Program At Risk Report Transit Oriented Development Quarterly Progress Report, Transportation and Land Use Program			
	5I	Authorization to Extend Four Measure B Grant Agreement End Dates			
	5J	Acceptance of Semi-Annual Capital Projects Status Update			
	5K	ACCMA Quarterly Financial Overview			
	5L	Approval of ACCMA's Quarterly SBE, LBE and DBE Report for the Period of July 2010 through September 30, 2010			
	5M	Approval of Interagency Agreement Regarding Reimbursement and Allocation of Costs Associated with the Joint Operation of the Alameda County Transportation Commission (Alameda CTC), the Alameda County Transportation Improvement Authority (ACTIA) and the Alameda County Congestion Management Agency (CMA)			
	5N	Approval of appointments to the Community Advisory Committees			
	7B	The Commission approved a countywide approach for seeking input on and educating the Alameda County's elected bodies about SCS being developed by ABAG and MTC for the 2013 Regional Transportation Plan	Kaplan	Worthington	24-0
	9A	The Commission approved the First Quarter budget update for FY 2010-11	Henson	Blalock	24-0
	<b>Approval of Countywide Approach for Seeking Input on the Sustainable Communities Strategy (SCS)</b>				
	<b>Approval of FY 2010-2011 Budget - First Quarter Update</b>				



**Alameda County Transportation Commission  
Action Items**

	<b>Approval of a Comprehensive Benefits Program for Transition and Future Employees of the Alameda County Transportation Commission</b>	9B	The Commission approved a comprehensive benefit program for transition and new employees of the Alameda CTC.	Kamena	Blalock	20-3
2-Dec-10	<b>Approval of Consent Calendar</b>	5A	Minutes of October 28, 2010	Henson	Blalock	24-0
		5B	Adoption of Conformity Findings for the 2010 Congestion Management Program			
		5C	Approval of Measure B Allocation to the PE/Environmental Phase and Approval of Amendment No. 3 to the Project Specific Funding Agreement with BART for the PE/Env Phase (A08-0048) for the I-580 Corridor/BART to Livermore Studies (ACTIA 26)	Kamena	Sbranti	24-0
		5D	Approval of ACTIA Congestion Relief Emergency Funds and ACCMA CMA TIP funds for the I-80 Integrated Corridor Mobility Project/San Pablo Avenue Arterial and Transit Improvement Project	Henson	Blalock	24-0
		5E	Approval of Measure B Congestion Relief Emergency Funds and CMA TIP funds for the I-880 North Safety and Operational Improvements at 23rd/29th Avenues Project			
		5F	Approval of CMA TIP funds to supplement budget for the I-580 San Leandro Soundwall Project			
		5G	Authorize the Executive Director to Execute the necessary Funding Agreements to deliver the Mission Boulevard/I-880 Interchange Phase 1B/2 Project I-880/Mission Boulevard (Route 26) Interchange Reconstruction (MB 196)			
		5H	Approval of First Quarter Budget Update for ACTIA			
	<b>Approval of Financial Audits for ACTIA</b>	9A	Approval of Financial Audits for ACTIA	Harper	Henson	23-0
	<b>Approval of Financial Audits for ACTA</b>	9B	Approval of Financial Audits for ACTA	Wieckowski	Sbranti	23-0
	<b>Approval of Financial Audits for ACCMA</b>	9C	Approval of Financial Audits for ACCMA	Henson	Haggerty	23-0
27-Jan-11	<b>Approval of Consent Calendar</b>	5B	Bicycle and Pedestrian Grant Funds:	Blalock		19-0
		5B1	Approval of Reallocation of Measure B Funds from the San Leandro Bay Trail Slough Bridge Project			
		5B2	Approval of Measure B Funds for Bike to Work and Step into Life Promotions and Bicycle/Pedestrian Count			

**Alameda County Transportation Commission  
Action Items**

	5C	Approval of Revised Lifeline Transportation Program			
	5D	Approval of Countywide Safe Routes to School (SR2S) Program Request for Proposals Release			
	5E	Review Transportation Fund for Clean Air (TFCA) Program FY 2011/12 Call for Projects Information			
	5F	Review of Project Study Report/PID Strategy for FY 2010/11			
	5G	Approval of Measure B Funding Allocation to the Construction Phase of the I-238 Widening Project and Authorization for Executive Director to execute the necessary Funding Agreements and/or Amendments to Funding Agreements to reflect the Allocation (ACTIA 21)			
	5H	Approval of Measure B Funding Allocation and Other Necessary Actions to Obtain Environmental Clearance for the ACTIA Measure B-funded I-880/Broadway-Jackson Interchange Improvement Project (ACTIA 10)			
	5I	I-580 Eastbound Express Lane Project - Approval of the preparation and issuance of a Request for Proposals (RFP) to obtain a System Manager contract			
	5J	I-580 Westbound Express Lane Project - Approval for Staff to Prepare and Release a Request for Proposals (RFP) to Prepare a Project Study Report			
	5K	Approval of I-580 San Leandro Soundwall Project Contract Acceptance			
	5L	Approval of Revised ACTIA Sales Tax Budget for FY 201-11			
	5M	Approval of FY 2010-2011 Budget – Second Quarter Update for ACCMA			
	5N	Approval of Interim Benefits Resolution			
	5O	Approval of Agency Work Program and Executive Director's Objectives for FY 2010-11			
	5P	Approval of Amendment No. 1 to the Professional Services Agreement with the Bay Area Program Management Group, LLC (A10-0017) for additional and deferred program and project management services from previous fiscal year	Harper	Kamena	19-0
	5Q	Approval of the Consolidated Annually Renewed Contracts Plan for Administrative Services for Fiscal Year 2011-12	Blalock		19-0
	7A	Approval of schedule and summary of issues to address in the update of 2011 CMP	Reid	Haggerty	23-0
	<b>Approval of 2011 Congestion Management Program (CAP) Update Schedule and Issues</b>				

**Alameda County Transportation Commission  
Action Items**

	<b>Approval of 2011 Alameda CTC Legislative Program</b>	7D	Approval of the 2011 Alameda CTC Legislative Program that was approved in the PPLC meeting with the inclusion of seismic safety upgrades as part of the general funding priorities, and HOT lane implementation to include standardizing toll lane striping between state and federal requirements under project delivery priorities, and support of the Governor's budget on the gas tax swap.	Haggerty	Chiang	23-0
	<b>Approval to Interview Firms then Negotiate and Execute a Contract with the Top-ranked Firm for Public Opinion Research Services for Development of a Transportation Expenditure Plan</b>	9B	Approval of the top-ranked firm, EMC Research, Inc. for the Public Opinion Research Services for Development of a Transportation Expenditure Plan.	Harper	Blalock	23-0
	<b>Approval of Designation of the Alameda County Transportation Commission (Alameda CTC) Finance Director as the Treasurer/Auditor for the Alameda County Congestion Management Agency (ACCMA)</b>	9C	Approval of designation of the Alameda CTC Executive Director, Arthur Dao, and Finance Director, Patricia Reavey, as the officers authorized to order the deposit or withdrawal of monies in the Local Agency Investment Fund (LAIF) for ACCMA, ACTIA and ACTA.	Harper	Chiang	23-0
24-Feb-11	<b>Approval of Consent Calendar</b>	5A	Minutes of January 27, 2011	Henson	Hosterman	18-0
		5B	Approval of Tri-Valley Triangle Study Final Plan Recommendations: Projects Re-Sequencing			
		5C	Receive Presentation on Bay Bridge Crossing Study			
		5D	Receive Report on Environmental Documents/General Plan Amendments Reviewed			
		5E	Review Compliance Audits and Reports			
		5F	State Transportation Improvement Program (STIP) Extension Requests:			
		5F1	Approve Allocation Deadline Extension for the City of Dublin Alamo Canal Regional Trail, I-580 Undercrossing Project			
		5F2	Approve Allocation Deadline Extension for the City of Oakland Coliseum BART Pedestrian Improvements Project			
		5F3	Approve Allocation Deadline Extension for the City of Berkeley Bay Trail Extension Segment One Project			
		5F4	Approve Allocation Deadline Extension for the Alameda CTC/ACCMA I-580 San Leandro Landscape Project			
		5G	Monitoring Reports:			
		5G1	Approve State Transportation Improvement Program (STIP) At Risk Report			

**Alameda County Transportation Commission  
Action Items**

24-Mar-11		5G2	Approve Federal Surface Transportation/Congestion Mitigation and Air Quality (STP/CMAQ) Program At Risk Report			
		5G3	Approve CMA Exchange Program Quarterly Status Report			
		5G4	Approve Transportation Fund for Clean Air (TFCA) Program At Risk Report			
		5H	Measure B Grant Amendments: Approve Authorization to Reinstate and Extend Paratransit Gap Grant for AC Transit New Freedom Grant Match Project			
		5I	Approve Extension of Construction Management Contract for I-680 HOV/Express Lane Project			
		5J	Approve Extension of Construction Management Contract for I-580 Eastbound HOV lane Project			
		5K	Review of Construction Management Services for the I-80 Integrated Corridor Mobility Project/Project #3 Traffic Operations System Project and Project #6 San Pablo Corridor Arterial and Transit Improvement Project			
		5L	Approval of FY2010-11 Consolidated Mid-Year Investment Report			
		5M	Approval of ACTIA's FY 2010-11 Mid-Year Budget Update and Statement of Revenues and Expenditures			
		5N	Approval of ACCMA's FY 2010-11 Mid-Year Financial Update			
		5O	Approval of Appointments to the Community Advisory Committees			
		7B	Approval of staff recommendation to MTC's Call for Projects Process	Kamena	Starosciak	23-0
		7E	Approval of Staff recommendation to on California High Speed Rail	Reid	Haggerty	23-0
		5A	Minutes of February 24, 2011	Henson	Kamena	23-0
	Approval of Staff Recommendation on MTC's Call for Projects	5B	Approval of the 2011 CMP Update: CMP Issues Review and Recommendations			
		5C	Approval of Amendment No. 1 to the On-Call Modeling Contract with Dowling Associates, Inc. and Extend Contract Expiration Date			
		5D	Approval of One Year Extension of Project Monitoring Contract with Advance Project Delivery Inc. (APDI)			
		5E	Approval of Certifications and Assurances for the Proposition 1B Public Transportation Modernization, Improvement, and Service Enhancement Account (PTMISEA) Program			
		5G	Review of Vehicle Registration Fee Program Status			
		5H	Approval of Deadline Extension for Environmental Clearance and/or Full Funding for Two Specific Capital Projects in the Measure B Transportation Sales Tax Program: Route 92/Clawiter-Whitesell Interchange and Reliever Route (ACTIA 15); and Dumbarton Rail Corridor (ACTIA 25)			
		5I	Approval of CMA TIP Funding for the East Bay SMART Corridor			
	Approval of Staff Recommendation on California High Speed Rail					
	Approval of Consent Calendar					

**Alameda County Transportation Commission  
Action Items**

28-Apr-11			5J	Approval of Right of Way Transfer from ACTIA to Caltrans for ACTIA 12 - I580/Castro Valley Interchanges Improvement Project			
			5L	Approval and Adoption of Fiscal Year 2011-2012 Alameda County Congestion Management Agency's (ACCMA) Member Agency Fee Schedule			
			5M	Approval of Loan Program Between the Alameda County Transportation Authority (ACTA) and the Alameda County Congestion Management Agency (ACCMA)			
			5N	Approval of the ACCMA's Small Business Enterprise (SBE) and Local Business Enterprise (LBE) Fiscal Year 0to-Date Reports and Disadvantaged Business Enterprise (DBE) Quarterly Report for the Period of October 1, 2010 through December 31, 2010			
			5O	Approval of ACTIA's Semi-Annual Local Business Contract Equity Program Utilization Report of Local Business Enterprises and Small Business Enterprises for the Period of July 1, 2010 through December 31, 2010			
			5F	Transportation Fund for Clean Air (TFCA) Programs:	Worthington	Miley	21-2
			5F1	Approval of Alameda CTC TFCA Program Guidelines			
			5F2	Approval of Alameda CTC TFCA Program FY 2011/12 Expenditure Plan			
			5F3	Review of Summary of the TFCA Applications Received for FY2011/12 Program			
			5K	Approval of Countywide Safe Routes to Schools Program Scope of Services and RFP Implementation Timeline	Blalock	Worthington	22-0
			5P	Approval of appointments to the Community Advisory Committees	Blalock	Green	22-0
			7E	Approval of Staff Recommendation to support the following bills: AB 57 (Beal) Metropolitan Transportation Commission AJR 5 (Lowenthal) Transportation Revenues AB 1086 (Wickowski) Transactions and use taxes	Henson	Kamena	23-0
			5A	Minutes of March 24, 2011	Atkin	Worthington	24-0
			5B	Approval of 2011 Congestion Management Program (CMP) Update: Recommendations for the CMP Level of Service Standards Regarding Roadway Network and Multimodal Level of Service			
			5C	Approval of Draft FY 11/12 Measure B Strategic Plan Assumptions			
			5D	Approval of Draft FY 11/12 TFCA Program			
			5E	Approval of Gap Grant Funding and Grant Extensions			
			5F	Approval of Three-Year Project Initiation Document Strategic Plan for Alameda County			
			5G	Approval of Resolution 11-008 Authorizing the Execution of Various Funding Agreements			
			5H	Approval to Execute Master Agreement with California Highway Patrol			

**Alameda County Transportation Commission  
Action Items**

				5I	Project Delivery Plans			
				5I1	Approval of Project Delivery Plan for I-680 Northbound HOV/Express Lane Project (ACTIA no. 8); and Allocation of Measure B funds for Preliminary Engineering/Environmental Phase			
				5I2	Approval of Project Delivery Plan for I-580 Westbound HOV/Express Lane Project and Authorize Staff to Issue an RFP for a System Manager			
				5J	Extension of Contracts			
				5J1	Approval of Amendment No. 1 to the Electronic Toll System Development and Implementation Contract with Electronic Transactions Consultants Corporation, to Extend Contract Expiration Date for the Southbound I-680 HOV/Express Lane Project			
				5J2	Approval of Amendment No. 2 to the Center to Center Program Communications Hub for the Tri-Valley SMART Corridor Project (C2C) with DKS Associates, to Extend Contract Expiration Date			
				5J3	Approval of Amendment No. 4 to the I-680 Smart Carpool Lane Public Education and Marketing with Solem & Associates, to Extend Contract Expiration Date			
				5J4	Approval of Amendment No. 2 to the Contract with BKF Engineers, Inc. to Prepare a PSR/PR for the I-880/Marina Blvd. Interchange Improvements Project to Extend the Expiration Date			
				5K	Approval of Authorization to Award Construction Contract for I-80 ICM Project - Traffic Operations System Project No. 3			
				5L	Approval of CMA TIP funds to supplement budget for the I-880 Southbound HOV Lane Project			
				5M	Approval of Authorization to Negotiate a System Manager Services Contract and Amend the Design Contract for the San Pablo Corridor Arterial and Transit Improvement Project No. 6 and the Traffic Operations Systems Project No. 3 of the I-80 Integrated Corridor Mobility Project			
				5N	Approval of Consultant Team Selected to Provide Project Controls and Project Delivery Management Services and Authorization to Negotiate and Execute a Contract			
				5O	Approval of Appointments to the Community Advisory Committees			
	<b>Approval of Legislative Positions</b>	7B	Haggerty		Approval of Staff Recommendation to support the following bills:	Worthington		26-0
					AB 153, 155, and SB 234 (Skinner, Calderon, Hancock) Expansions of Sales Tax Collection from Internet Transactions			
					AB 147 (Dickinson) Subdivisions			
					AB 1308 (Miller) Highway Users Tax: appropriations of funds			
					SB 582 (Emmerson) Regional Commute Benefits Policy			
					HR 1123 (Richardson)			
					Approval of Staff Recommendation to oppose AB 392 (Alejo) Ralph M. Brown Act: Posting Agendas	Haggerty	Green	22-4

**Alameda County Transportation Commission  
Action Items**

	<b>Approval of Programs and Projects Committee Action Items</b>	8A	Approval of Vehicle Registration Fee Principles: 1. The structure of the Local Road Program component as 100% pass through 2. The inclusion of a 2-year timely use of funds requirement 3. The remainder of the principles recommended by PPC	Haggerty	Reid	26-0
		8B	Approval for Acceptance of Semi-Annual Measure B Capital Projects Status Update and Approval of Funding Plans: 1. Acceptance of the semi-annual Measure B Capital Projects Status Update for six remaining active projects from 1986 Measure B Expenditure Plan and all of the Capital projects included in the 2000 Measure B Expenditure Plan 2. Approval of the funding plans included in the project delivery summaries for select capital projects being implemented primarily by the Alameda CTC	Harper	Reid	26-0
		8C	Approval for Acceptance of Semi-Annual ACCMA Capital Projects Status Update and Approval of Funding Plans: 1. Accept the Semi-Annual Capital Projects Status Update for major projects sponsored by the ACCMA and now implemented by the Alameda CTC 2. Approve the project funding plans and project delivery schedules	Haggerty	Worthington	26-0
		5A	Minutes of April 28, 2011	Kamena	Haggerty	21-0
26-May-11	<b>Approval of Consent Calendar</b>	5B	Approval of Guaranteed Ride Home Program Annual Evaluation			
		5C	Review of Sustainable Community Strategy (SCS)/Regional Transportation Plan (RTP) and Countywide Transportation Plan (CWTP)/Transportation Expenditure Plan			
		5D	2011 Congestion Management Program (CMP) Update:			
		5D1	Presentation on Community Design and Transportation (CDT) Program by Santa Clara Valley Transportation Authority			
		5D2	Presentation on Automobile Trip Generated (ATG) Measure for Assessing Transportation Impacts by San Francisco County Transportation Authority			
		5E	Review Fiscal Year 2009-2010 Audit and Compliance Reporting			
		5F	Approval of Measure B Bicycle and Pedestrian Program Grants Extension			
		5G	Approval of Vehicle Registration Fee Strategic Plan			
		5H	Approval of CMA TIP Funding to Cover Shortfall in the ACCMA FY 2010-2011 Budget			
		5I	Monitoring Reports:			
		5I1	Approval of STIP Program at Risk Report			
		5I2	Approval of Federal STP/CMAQ Program at Risk Report			
		5I3	Approval of CMA Exchange Program Quarterly Status Report			
		5I4	Approval of TFCA Program at Risk Report			

**Alameda County Transportation Commission  
Action Items**

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**Alameda County Transportation Commission  
Action Items**

23-Jun-11 (Draft - Will be approved at the July Commission Meeting)	<b>Approval of Consent Calendar</b>	5A	Minutes of May 26, 2011	Harper	Henson	23-0
		5B	Approval of 2011 Congestion Management Program (CMP): CMP Roadway Network			
		5C	Review of Draft Vision and Priority Networks for the Alameda Countywide Bicycle and Pedestrian Plans			
		5D	Presentation of Results on San Leandro Transit Oriented Development Technical Assistance Program (TOD TAP) project			
		5E	Approval of Allocation Request for FY 2010/11 Proposition 1B Public Transportation Modernization, Improvement, and Service Enhancement Account (PTMISEA) Funds	Kaplan	Henson	23-0
		5F	I-580 Eastbound HOV Lane Widening Project (Project 420.5)/Tri-Valley Corridor Improvement Project (MTC RM-2 Sub-Project 32.1d) - Approval of the Initial Project Report to Request Allocation of Regional Measure 2 Funds	Harper	Henson	23-0
		5G	Approval of Authorization to Accept Construction Contract for the I-580/Castro Valley Interchanges Improvements (ACTIA No. 12)			
		5H	Safe Routes to School Program			
		5H1	Approval of Necessary Agreements for the Operations of the Alameda County Safe Rout to School Program in FY 2011/12 and 2012/13			
		5H2	Approval of Necessary Agreements for the Operations of the Bike Mobile Program in FY 2011/12 AND 2012/13			
		5I	Approval of FY 2011-12 Measure B Strategic Plan			
		5J	Approval of Amendment No. 2 to Extend the Expiration Date of the Contract with URS Corporation Americas to Prepare Scoping Documents for the I-580 Westbound Express Lane Project			
		5K	Approval of Altamont Commuter Express (ACE) Baseline Service Plan for FY 2011/2012	Harrison	Blalock	22-1
		5L	Approval of Paratransit Advisory and Planning Committee (PAPCO) Recommendations for Fiscal Year 2011/2012 Paratransit Program Plans and Budgets	Harper	Henson	23-0
		5M	I-80 Integrated Corridor Mobility (ICM) Project - Approval of Award of the Construction Contract for the San Pablo Corridor Arterial and Transit Improvement Project No. 6 (491.6)			
		5N	Westbound I-580 Express Lane Project (424.1) - Approval of Consultant Team to Provide Preliminary Engineering and Environmental Document and Authorization to Execute a Contract			
		5O	I-680 Sunol Express Lanes (ACTIA No. 8) - Approval of Amendment to I-680 Sunol Smart Carpool Lane Joint Powers Agreement			
		5P	Approval of Authorization to Execute an Agreement with the Sunol Smart Carpool Lane Joint Powers Authority for the Funding and Implementation of the I-680 Sunol Express Lanes (ACTIA No. 8)			
		5Q	Approval of Measure B Allocation for Preliminary Right of Way Activities for the Dumbarton Rail Corridor (ACTIA No. 25)			

**Alameda County Transportation Commission  
Action Items**

		5R	Adoption of Staff Salary and Revised Interim Benefits Resolution for FY 2011-12 Resolution for FY 2011-12			
		5S	Approval of Amendment No. 1 to the Professional Services Agreement with Francis Fruzzetti (A10-0006) for Additional Utility Coordination and Transition Assistance Services			
		8A	Approval of 2012 State Transportation Improvement Program (STIP) Principles	Harper	Henson	20-0
	Approval of Programs and Projects Committee Action Items	8B	Review of Vehicle Registration Fee Draft Program Guidelines			
	Approval of Finance and Administration Committee Action Items	9B	Approval of the Proposed Fiscal Year 2011-2012 Consolidated Budget for the Alameda County Transportation Commission	Blalock	Javandel	19-0



## Citizens Watchdog Committee Bylaws

### Article 1: Definitions

**1.1 Alameda County Transportation Commission (Alameda CTC).** Alameda CTC or "Commission" 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 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.

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

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**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.

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**1.8 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.

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

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

**1.11 Fiscal Year.** July 1 through June 30.

**1.12 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.

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

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

**1.15 Organization Meeting.** The annual regular meeting of the CWC in preparation for the next fiscal year's activities.

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

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**1.17 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 Technical Advisory Committee comprised of Measure B-funded paratransit providers in Alameda County.

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**1.18 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.

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## 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.

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**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.~~

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**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.~~

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**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, East Bay Bicycle Coalition, League of Women Voters, and Sierra Club.

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**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 successor<sub>s</sub>.

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**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.

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**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.

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&lt;#&gt;The two-year term of a member expires and the member is not reappointed by the appointing party.¶

**3.6.3** The member passes away or otherwise becomes incapable of continuing to serve.

**3.6.4** The member appointment is terminated by the Commission.

**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.

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#### 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.

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**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.

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#### 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.

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**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.

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**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 committee staff. The Commission and/or Committee staff may also submit items for the agenda. 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.

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**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.

## 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.

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



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**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.

**Deleted:** All meetings shall be open to the public, except for closed sessions permitted by the Brown Act.

**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.

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## 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.

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**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.

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**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.

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**Alameda County Transportation Commission**  
**Citizens Watchdog Committee**  
**Roster and Attendance**  
**Fiscal Year 2011-2012**

		Last	First	City	Appointed By	Term Began	Re-apptmt.	Term Expires	Mtgs Missed Since July '11*
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 Commission	Jul-09		N/A	0
3	Ms.	Belchamber	Pamela	Berkeley	Alameda County Mayor's Conference, D-5	Mar-09	Apr-11	Apr-13	0
4	Mr.	Chavarin	Roger	Oakland	Alameda Labor Council AFL-CIO	Dec-08		N/A	0
5	Mr.	Dubinsky	Peter	Fremont	Supervisor Nadia Lockyer, D-2	Oct-10		Oct-12	0
6	Mr.	Geen	Arthur B.	Oakland	Alameda County Taxpayers Association	Jan-01		N/A	0
7	Mr.	Haussener	James	Castro Valley	Supervisor Nate Miley, D-4	Feb-10		Feb-12	0
8	Mr.	Jensen	Erik	Oakland	East Bay Bicycle Coalition	May-10		May-12	0
9	Ms.	Lew	Jo Ann	Union City	Alameda County Mayors' Conference, D-2	Oct-07	Feb-10	Feb-12	0
10	Mr.	Zukas	Hale	Berkeley	Supervisor Keith Carson, D-5	Jun-09		Jun-11	0
11		Vacancy			Alameda County Mayors' Conference, D-1				
12		Vacancy			Alameda County Mayors' Conference, D-3				
13		Vacancy			Alameda County Mayors' Conference, D-4				
14		Vacancy			League of Women Voters				
15		Vacancy			Sierra Club				
16		Vacancy			Supervisor Scott Haggerty, D-1				
17		Vacancy			Supervisor Wilma Chan, D-3				