



Alameda County Transportation Commission
meeting as a committee of the whole as the

FINANCE AND ADMINISTRATION COMMITTEE

MEETING NOTICE

Monday, March 11, 2013, 1:00 P.M.

(PLEASE NOTE SLIGHTLY EARLIER MEETING TIME)

1333 Broadway, Suite 300, Oakland, California 94612

(see map on last page of agenda)

Commission Chair

Scott Haggerty, Supervisor - District 1

Commission Vice Chair

Rebecca Kaplan,
City of Oakland Councilmember

AC Transit

Greg Harper, Director

Alameda County

Supervisors
Richard Valle - District 2
Wilma Chan - District 3
Nate Miley - District 4
Keith Carson - District 5

BART

Thomas Blalock, Director

City of Alameda

Marilyn Ezzy Ashcraft, Vice Mayor

City of Albany

Peggy Thomsen, Mayor

City of Berkeley

Laurie Capitelli, Councilmember

City of Dublin

Tim Sbranti, Mayor

City of Emeryville

Ruth Atkin, Councilmember

City of Fremont

Suzanne Chan, Councilmember

City of Hayward

Marvin Piexoto, Councilmember

City of Livermore

John Marchand, Mayor

City of Newark

Luis Freitas, Councilmember

City of Oakland

Larry Reid, Vice Mayor

City of Piedmont

John Chiang, Mayor

City of Pleasanton

Jerry Thorne, Mayor

City of San Leandro

Michael Gregory, Vice Mayor

City of Union City

Carol Dutra-Vernaci, Mayor

Executive Director

Arthur L. Dao

Chair:

John Chiang

Vice Chair:

Tom Blalock

Members:

Marilyn Ezzy- Ashcraft
Jerry Thorne

Peggy Thomsen
Richard Valle

Ex-Officio Members:

Scott Haggerty

Rebecca Kaplan

Staff Liaisons:

Patricia Reavey

Executive Director:

Arthur L. Dao

Clerk of the Commission:

Vanessa Lee

AGENDA

*Copies of Individual Agenda Items are Available on the:
Alameda CTC Website -- www.AlamedaCTC.org*

1 ROLL CALL

2 PUBLIC COMMENT

Members of the public may address the Committee during "Public Comment" on any item not on the agenda. Public comment on an agenda item will be heard when that item is before the Committee. Only matters within the Committee's jurisdictions may be addressed. Anyone wishing to comment should make their desire known by filling out a speaker card and handing it to the Clerk of the Commission. Please wait until the Chair calls your name. Walk to the microphone when called; give your name, and your comments. Please be brief and limit comments to the specific subject under discussion. Please limit your comment to three minutes.

3 CONSENT CALENDAR

3A. [Minutes of February 11, 2013](#) - Page 1

A

4 REGULAR MATTERS

4A. [Approval of an Amendment to the Fiscal Year 2012-2013 Professional Services Agreement with Koff & Associates for Human Resource Consulting Services](#) – Page 5

A

4B. [Approval of a Proposed Update to the Fiscal Year 2012-2013 Consolidated Budget for the Alameda CTC](#) – Page 7

A

4C. [Approval of Paperless Distribution of Alameda CTC Meeting Packets](#) – Page 27

A

5	COMMITTEE MEMBER REPORTS (VERBAL)	I
6	STAFF REPORT (VERBAL)	I
7	ADJOURNMENT/NEXT MEETING: April 08 , 2013	I

Key: A- Action Item; I – Information Item

(#) All items on the agenda are subject to action and/or change by the Committee.

*PLEASE DO NOT WEAR SCENTED PRODUCTS SO INDIVIDUALS WITH
ENVIRONMENTAL SENSITIVITIES MAY ATTEND*

*Alameda County Transportation Commission
1333 Broadway, Suites 220 & 300, Oakland, CA 94612
(510) 208-7400 (New Phone Number)
(510) 836-2185 Fax (Suite 220)
(510) 893-6489 Fax (Suite 300)
www.alamedactc.org*

Glossary of Acronyms

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

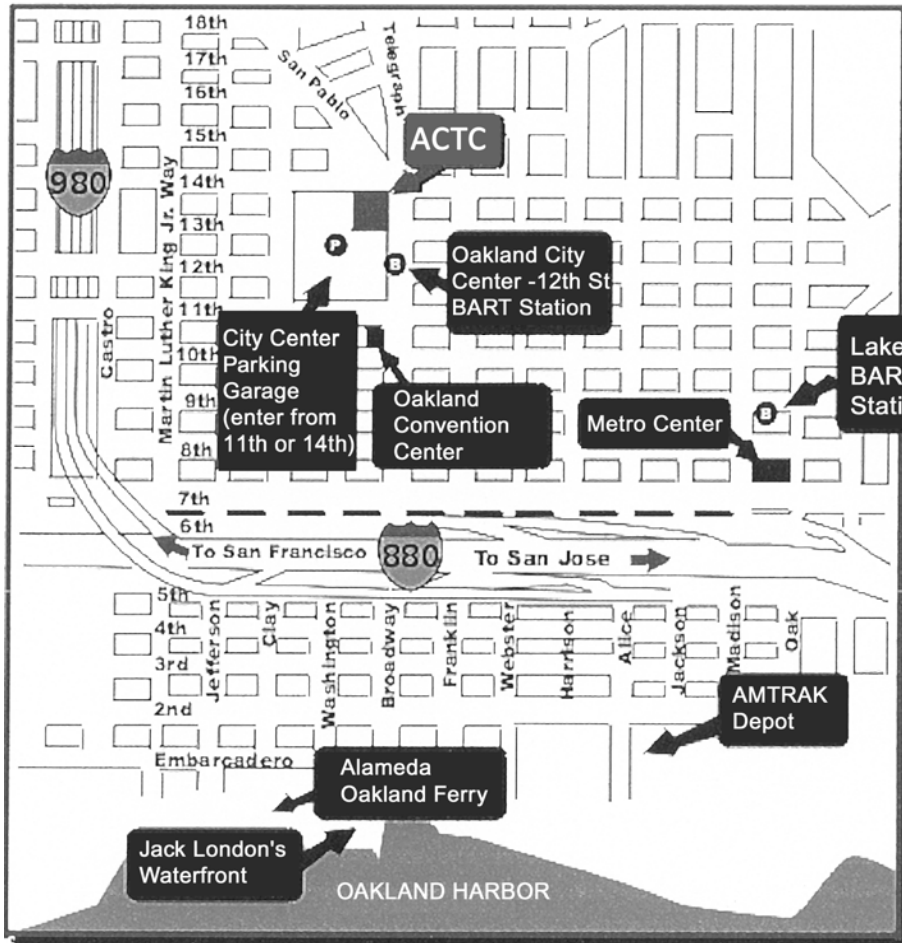


1333 Broadway, Suites 220 & 300

Oakland, CA 94612

PH: (510) 208-7400

www.AlamedaCTC.org



Directions to the Offices of the Alameda County Transportation Commission:

**1333 Broadway, Suite 220
Oakland, CA 94612**

Public Transportation Access:

BART: City Center / 12th Street Station

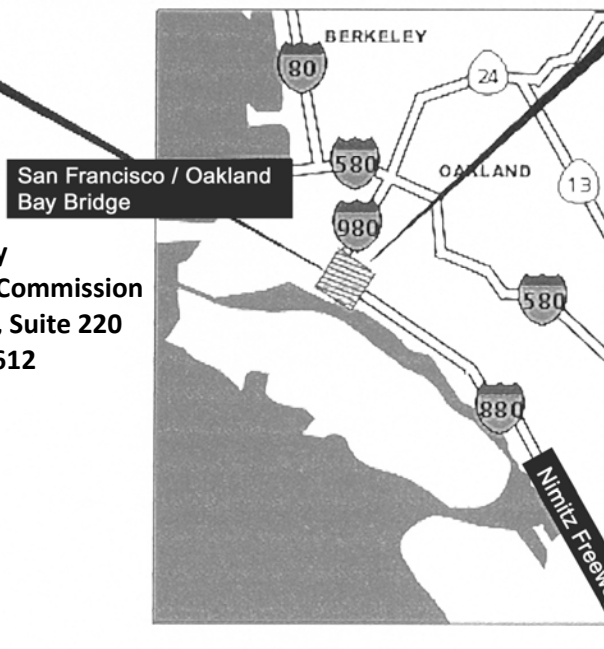
AC Transit:

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

Auto Access:

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

**Alameda County
Transportation Commission
1333 Broadway, Suite 220
Oakland, CA 94612**





**FINANCE AND ADMINISTRATION COMMITTEE
MINUTES OF FEBRUARY 11, 2013
OAKLAND, CA**

Vice Chair Blalock convened the meeting at 1:30PM.

1 Roll Call

Lee conducted a roll call. A quorum was confirmed.

2 Public Comment

There was no public comment.

3 Consent calendar

3A. Minutes of January 14, 2013

Supervisor Haggerty motioned to approve this Item. Mayor Thomsen seconded the motion. The motion passed 5-0 with one abstention by Mayor Ashcraft.

4 Regular Matters

4A. Alameda CTC Fiscal Year 2012-2013 Second Quarter Consolidated Investment Report

Patricia Reavey recommended that the Commission approve the Second Quarter Consolidated Investment Report. Ms. Reavey stated that investments are in compliance with the adopted investment policies and the Alameda CTC has sufficient cash flow to meet expenditure requirements. She stated that total cash and investments held by the Alameda CTC were \$242.3 million, investment yields have declined and that ACTIA will require outside financing by the 2nd quarter of FY2014-15 to satisfy capital project obligations based on the most current cash flow projections which had been updated subsequent to the production of the quarterly investment report staff report.

Supervisor Valle wanted clarification on where revenue from ACTIA interest goes. Ms. Reavey stated that interest from ACTIA goes to fund ACTIA projects.

Mayor Ashcraft wanted clarification on the various funding sources. Ms. Reavey provided a brief overview of the investment process highlighting ACTA and ACTIA funding sources.

Supervisor Valle motioned to approve this Item. Mayor Ashcraft seconded the motion. The motion passed 6-0.

4B. Approval of the Consolidated FY 2012-13 Second Quarter Financial Report

Patricia Reavey recommended that the Commission approve the Consolidated FY 2012-13 Second Quarter Financial Report. Ms. Reavey stated that the report is showing a decrease in the fund balance in the amount of \$23.8 million due to capital project sales tax expenditures exceeding revenues. She covered revenues and expenditures related to the General Fund, Special Revenue Funds, Exchange Fund, Capital Projects funds and ACTIA Limitations Calculations.

Mayor Thomsen motioned to approve this Item. Mayor Thorne seconded the motion. The motion passed 6-0.

4C. Approval of the Fiscal Year 2013-2014 Administration Support Professional Services Contracts Plan

Seung Cho recommended that the Commission approve of the Fiscal Year 2013-2014 Administration Support Professional Services Contracts Plan. Mr. Cho stated that staff would be issuing four RFP's and/or solicitations for Federal Legislative Advocacy Services, State Legislative Advocacy Services, Investment Advisory Services and Policy, Legislation, Communications, and Administrative Support Services. In addition to the aforementioned four RFP's, seven contracts with existing professional services consultant firms would be renewed.

Supervisor Valle wanted to know the appropriate forum to discuss paratransit issues as they relate to the contract. Matt Todd stated that the Paratransit Advisory and Planning Committee meets every fourth Monday of the month and discusses all issues pertaining to paratransit.

Mayor Thomsen questioned why the policy, legislation and communications budget was so expensive. Mr. Dao stated that the contract includes lots of specialized planning work and high level administrative costs.

Supervisor Haggerty motioned to approve this Item. Director Blalock seconded the motion. The motion passed 6-0.

4D. Approval and Adoption of the Alameda County Transportation Commission HRA Retiree Benefit for the 2013 Calendar Year

Patricia Reavey recommended that the Commission approve the Alameda County Transportation Commission HRA Retiree Benefit for the 2013 Calendar Year of \$1,223 (\$1,337.26 Kaiser Bay Area Employee [Retiree] Plus One Rate, less \$115 PEMHCA-required minimum contribution). Ms. Reavey stated that the HRA Plan is a premium reimbursement plan for retiree health care premiums. She stated that the Alameda CTC will contribute \$115 per month directly to CalPERS based on the required minimum contribution.

Mayor Ashcraft motioned to approve this item. Mayor Thomsen seconded the motion. The motion passed 6-0.

4E. Update on Office Relocation

Arun Goel provided a brief update on the Office Relocation process. He reviewed audio visual/data, furniture, IT, movers, and liquidators.

This Item was for information only.

5. COMMITTEE MEMBER REPORTS (VERBAL)

There were no Committee or Staff Member Reports.

7. ADJOURNMENT: Next Meeting – February 11, 2013

The meeting ended at 2:40pm. The next meeting will be held on February 11, 2013.

Attested by:



**Vanessa Lee
Clerk of the Commission**

This page intentionally left blank



Memorandum

DATE: February 27, 2013

TO: Finance and Administration Committee

FROM: Arthur L. Dao, Executive Director
Gladys V. Parmelee, Office Supervisor

SUBJECT: **Approval of an Amendment to the Fiscal Year 2012-2013 Professional Services Agreement with Koff & Associates for Human Resource Consulting Services**

Recommendation

It is recommended that the Commission approve an amendment to the existing professional services agreement with Koff & Associates to increase the agreement budget in a not-to-exceed amount of \$4,610 for additional human resource services required through June 30, 2013.

Summary

Human resource services in the categories of recruitment and onboarding support, finalizing employee benefit consolidation, and benefits administration were greater than what was mutually projected for FY2012-13 at the end of the last fiscal year. Due to the increased HR services in the categories mentioned, the remaining contract amount is not enough to complete all of the tasks planned for the fiscal year. An augmentation of \$4,610 to the current Koff & Associates contract is recommended. Approval of this action will allow Koff & Associates to provide the required human resource services for the remainder of fiscal year 2012-2013.

Discussion/Background

The existing contract with Koff & Associates consists of five tasks:

1. Employee benefit consolidation
2. Transition of benefits administration to the Office Supervisor
3. HR administration and employee relations services
4. Job classification and compensation support
5. Recruitment and onboarding support

Tasks 1, 4 and 5 have all been completed. On Task 5, the current contract assumed only one recruitment for this fiscal year. However, vacancies occurred due to retirement and resignation of staff which resulted in the recruitment of four positions: Senior Accountant, Senior Transportation Engineer, Senior Transportation Planner and Assistant Transportation Planner. Consequently, more time were spent on onboarding support and benefits administration for new hires and retirees.

The annual Alameda CTC performance evaluation cycle starts in March and ends in mid-May. Supervisors submit Draft Performance Evaluation Forms and Employee Workplans to the human resource consultant for review of language and consistency before the supervisors meet with their staff. The human resource consultant also attends performance evaluation meetings when necessary. These activities fall under Task 3. The recommended amendment is intended to provide these services.

Fiscal Impact

Approval of the recommended amendment to the Koff & Associates professional services contract of a not-to-exceed amount of \$4,610 would bring the new total contract amount to \$66,210. Funding for this amendment has been accounted for in the mid-year budget update which is being brought to the Commission for approval concurrently at the March Meeting.



Memorandum

DATE: February 27, 2013

TO: Finance and Administration Committee

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

SUBJECT: **Approval of a Proposed Update to the Fiscal Year 2012-2013 Consolidated Budget for the Alameda CTC**

Recommendations

It is recommended that the Commission approve the attached Proposed Update to the Consolidated Budget for FY2012-13.

Summary

The proposed update to the FY2012-13 budget was developed to reflect changes in projects and programs since the original budget was developed, as well as to reflect how actual revenues and expenditures are being realized as the year progresses. Similarly to the originally adopted budget, this update 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 update contains revenues totaling \$182.5 million of which sales tax revenues comprise \$112.0 million, or 61 percent. The proposed budget also includes an update to actual audited FY2011-12 fund balances rolled forward by fund into FY2012-13 of \$241.1 million for total available resources of \$423.6 million. The total revenue amount proposed is an increase of \$8.0 million over the currently adopted budget. The revenues are offset in the budget update by \$327.3 million in total expenditures of which \$262.9 million, or 80 percent, are allocated for capital project expenditures. The total expenditure amount is an increase of \$99.9 million over the currently adopted budget. This significant increase is due to the correction of the capital roll forward balance from FY2011-12 which was included in the approved FY2012-13 budget on the capital spreadsheets, but not pulled forward to the consolidated Alameda CTC budget spreadsheet. These revenue and expenditure totals constitute a net reduction in fund balance of \$144.9 million and a projected consolidated ending fund balance of \$96.3 million. The reduction in fund balance is primarily due to Alameda County Transportation Improvement Authority's (ACTIA) capital program and will be funded through accumulated Measure B sales tax revenues.

The budget update includes revenues and expenditures necessary to implement and produce the following vital programs and planning projects in Alameda County:

- Countywide Transportation Plan (CWTP)
- Congestion Management Program
- Transportation and Land Use Plans
- Travel Model Support
- Safe Routes to School Programs
- Lifeline Transportation Program
- Guaranteed Ride Home 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 FY2012-13 Measure B Capital Program Strategic Plan approved by the Commission in June 2012. Some of the key 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 23rd & 29th Avenues in Oakland
- I-580 Eastbound High Occupancy Vehicle/High Occupancy Toll Lane Projects
- I-580 Westbound High Occupancy Vehicle/High Occupancy Toll Lane Projects
- I-80 Integrated Corridor Mobility Project
- I-880 Southbound High Occupancy Vehicle Lane Project
- Isabel-Route 84/I-580 Interchange
- Altamont Commuter Express Projects

Similarly to the originally adopted budget for FY2012-13, the proposed budget update allows for an additional inter-fund loan from the Alameda County Transportation Authority (ACTA) Capital Fund to the Alameda County Congestion Management Agency (ACCMA) General Fund of \$5 million, if and when necessary, during FY2012-13, which would bring the total authorized loan amount to \$15 million. The loan program was adopted by the Commission in March, 2011 to help cash flow the ACCMA Capital Improvement Program. Per the adopted loan program, ACCMA is expected to repay ACTA the principal balance when it is in a position to do so, which is expected to be in 2015 when their Capital Improvement Program is expected to wind down. It also assumes an inter-fund loan of \$35.4 million from the ACTA Capital Fund to the ACTIA Capital Fund, which would delay the need for external financing to the second quarter of FY2014-15 based on the most recent cash flow projections.

Discussion/ Background

Development of the FY2012-13 budget and this proposed budget update were 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 to identify transportation needs and opportunities in the County and formulate strategies and solutions; by providing the funding necessary to evaluate, prioritize, and fund programs and projects; and by funding the delivery of quality programs and projects so they could be completed on schedule and within budget.

Significant Budget Adjustment Detail

General Fund

- **Revenues** have decreased \$1.9 million mostly related to the decrease in funding for the Countywide Transportation Plan as this work winds down, the Congestion Management Program which has been streamlined to include revenues related only to work expected to be completed in this fiscal year and the Capital Technical Assistance Program (CAP TAP) which was deferred from the Safe Routes to School Program until next fiscal year.
- **Expenditures** have decreased \$3.5 million including a decrease in:
 - Planning costs of \$2.1 million primarily due to the winding down of the Countywide Transportation Plan and the Transportation Expenditure Plan and the streamlining of the Congestion Management Program to reflect work expected to be completed in this fiscal year;
 - Programs costs of \$1.2 million mostly related to the elimination of the CAP TAP program from the Safe Routes to School Program budget in this fiscal year. The CAP TAP Program will be funded and administered by Alameda CTC, but sponsored by other agencies next fiscal year; and
 - General Administration costs of \$0.2 million which reflects some expected savings in the budget and the transfer of some legal costs to the capital project budgets.

Special Revenue Funds

- **Revenues** have increased \$70.6 thousand due to the availability of additional grant revenues, as well as the redistribution of revenues from the Measure B 4.5 percent administration funding to cover the Programs administrative costs such as the Paratransit Advisory and Planning Committee and Bicycle and Pedestrian Advisory Committee meeting fees.
- **Expenditures** have increased \$4.8 million to reflect updated Vehicle Registration Fee (VRF), Transportation For Clean Air (TFCA), and Measure B programming and grant awards.

Exchange Fund

- **Expenditures** have increased \$5.2 million to reflect the programming of CMA TIP funds related to exchanges, loans and other agreements previously approved by the Commission.

Capital Projects Funds

ACCMA

- **I-680 High Occupancy Toll Lane** decreased \$0.6 million because the capital portion of this project is complete.
- **Smart Corridors Operations and Management/Tri-Valley** increased \$32.8 thousand to reflect a refinement of actual costs expected to be incurred in this fiscal year.

- **Center to Center Programs Communications Hub for the Tri-Valley SMART Corridor** increased \$0.5 million to reflect additional federal funds made available to this project to be used for closeout claims as this project has recently been completed.
- **I-880 North Safety & Operations Improvements 23rd & 29th** increased \$0.4 million due to a change in the timing of when utility relocation work is anticipated to be completed.
- **I-580 Eastbound High Occupancy Vehicle Lane** decreased \$5.2 million because this project is complete.
- **I-580 Eastbound Express High Occupancy Toll Lane** decreased \$2.5 million related to costs which are to be administered by Caltrans.
- **I-580 Westbound High Occupancy Vehicle Lane** increased \$0.2 million to reflect an increased level of effort required for design work.
- **I-580 Westbound High Occupancy Toll Lane** decrease \$2.1 million related to costs which are to be administered by Caltrans.
- **Altamont Commuter Express** increased \$1.0 million related to the project sponsor's timing changes on project efforts.
- **I-880 Southbound High Occupancy Vehicle Lane Landscaping/Hardscaping** increased \$0.4 million to reflect the segregation of the landscape/hardscape portion of the project from the balance of the I-880 Southbound High Occupancy Vehicle Lane project.
- **Webster Street Smart Corridor** decreased \$0.3 million to reflect a refinement of actual project needs through project completion.
- **Marina Boulevard/I-880 PSR** increased \$0.1 million due to a state funding requirement to complete design work by the end of this fiscal year.
- **I-680 Southbound High Occupancy Vehicle Lane** increased \$0.9 million to fund design work originally budgeted in the I-680 Southbound High Occupancy Toll Lane project.

ACTIA

- **I-580 Castro Valley Interchange** increased \$0.1 million for required follow-up on plant maintenance contract.
- **Lewelling/East Lewelling** increased \$0.9 million to reflect final project need through this fiscal year for project closeout.
- **I-580 Auxiliary Lanes – Eastbound El Charro to Airway** decreased \$46.0 thousand to reflect final project need through this fiscal year for project closeout.
- **I-238 Widening** increased \$0.5 million for final claim resolution.

ACTA

- Miscellaneous project close out funds increased by \$0.1 million.

Fiscal Impacts

The proposed update to the approve FY2012-13 Consolidated Budget would provide additional resources of \$8.0 million and authorize additional expenditures of \$99.9 million, reflecting an overall decrease in fund balance of \$144.9 million for a projected ending fund balance of \$96.3 million.

Attachment(s)

Attachment A:	Alameda CTC FY2012-13 Proposed Budget Update
Attachment B:	Alameda CTC FY2012-13 Currently Adopted Budget
Attachment C:	Alameda CTC FY2012-13 Proposed Budget Adjustments
Attachment D:	ACCMA FY2012-13 Proposed Capital Projects Budget Update
Attachment E:	ACTIA FY2012-13 Proposed Capital Projects Budget Update

Attachment F: ACTA FY2012-13 Proposed Capital Projects Budget Update
Attachment G: ACTIA FY2012-13 Proposed Budget Update Limitation Calculations

This page intentionally left blank

**Alameda County Transportation Commission
Fiscal Year 2012-2013 Proposed Budget Update**

	General		Special Revenue		Exchange Fund		Capital Project		Inter-Agency Adjustments/ Eliminations		Total
	Funds Proposed	Proposed	Proposed	Proposed	Proposed	Proposed	Funds Proposed	Proposed	Proposed	Proposed	Proposed
Projected Beginning Fund Balance	\$ 18,321,401	\$ 17,796,918	\$ 4,762,721	\$ 200,229,225	\$ -	\$ -	\$ 241,110,265				
Revenues:											
Sales Tax Revenues	5,040,000	64,069,040	-	42,890,960	-	-	112,000,000				
Investment Income	-	-	-	1,205,000	-	-	1,205,000				
Member Agency Fees	1,394,819	-	-	-	-	-	1,394,819				
VRF Funds	-	10,729,500	-	1,056,860	-	-	10,729,500				
Other Revenues	432,000	1,888,455	4,950,000	7,545,141	-	-	6,869,855				
Grants	4,539,713	74,981	-	72,170,134	-	-	50,254,272				
Total Revenues	11,406,532	76,761,976	4,950,000	124,868,095	-	-	182,453,446				
Expenditures:											
<u>Administration</u>											
Salaries and Benefits	2,768,643	675,447	51,346	1,625,520	-	-	4,209,563				
General Office Expenses	2,354,955	26,100	-	308,179	-	-	2,433,134				
Other Administration	1,369,711	14,490	-	1,564,222	-	-	2,948,422				
Commission and Community Support	268,363	34,500	-	24,695	-	-	293,058				
Contingency	175,000	-	-	25,000	-	-	200,000				
<u>Planning</u>											
CWTP/Transportation Expenditure Plan	1,190,220	-	-	-	-	-	1,189,524				
Congestion Management Program	366,413	-	-	-	-	-	366,413				
Other Planning Projects	825,087	76,420	-	-	-	-	901,507				
<u>Programs</u>											
Programs Management	869,462	1,054,345	-	-	-	-	1,923,807				
Safe Routes to School Programs	1,777,296	-	-	-	-	-	1,777,296				
VRF Programming and Other Costs	-	9,153,108	-	-	-	-	9,153,108				
Measure B Pass-Through	-	60,092,844	-	-	-	-	60,092,844				
Grant Awards	-	7,238,429	-	-	-	-	6,769,070				
Other Programming	111,465	2,507,165	7,830,933	-	-	-	10,343,098				
<u>Capital Projects</u>											
Capital Project Expenditures	-	-	-	259,372,729	-	-	224,706,691				
Indirect Cost Recovery/Allocation	(911,394)	-	-	-	-	-	911,394				
Indirect Cost Recovery from Capital, Spec Rev & Exch Funds											
Total Expenditures	11,165,221	80,872,849	7,882,279	262,920,345	-	-	327,307,536				
Net Change in Fund Balance	241,312	(4,110,873)	(2,932,279)	(138,052,250)	-	-	(144,854,090)				
Projected Ending Fund Balance	\$ 18,562,713	\$ 13,686,045	\$ 1,830,442	\$ 62,176,975	\$ -	\$ -	\$ 96,256,175				

This page intentionally left blank

**Alameda County Transportation Commission
Fiscal Year 2012-2013 Currently Adopted Budget**

Projected Beginning Fund Balance											
	Funds	Funds	Funds	Funds	Funds	Eliminations	Total				
	\$	\$	\$	\$	\$	\$	\$				
Revenues:											
Sales Tax Revenues	5,040,000	64,069,040	-	-	42,890,960	-	112,000,000				
Investment Income	-	-	-	-	1,175,000	-	1,175,000				
Member Agency Fees	1,394,819	-	-	-	-	-	1,394,819				
VRF Funds	-	10,729,500	-	-	379,381	(379,381)	10,729,500				
Other Revenues	432,000	1,847,855	4,950,000	-	660,000	(1,020,000)	6,869,855				
Grants	6,448,571	45,000	-	-	57,141,993	(21,323,060)	42,312,503				
Total Revenues	13,315,390	76,691,395	4,950,000	-	102,247,334	(22,722,441)	174,481,677				
Expenditures:											
Administration											
Salaries and Benefits	2,768,643	675,447	51,346	-	1,625,520	(911,394)	4,209,563				
General Office Expenses	2,338,330	20,000	-	-	305,804	(250,000)	2,414,134				
Other Administration	1,543,762	4,500	-	-	2,103,073	-	3,651,335				
Commission and Community Support	268,363	-	-	-	24,695	-	293,058				
Contingency	175,000	-	-	-	25,000	-	200,000				
Planning											
CWTP/Transportation Expenditure Plan	2,548,961	-	-	-	-	-	2,548,961				
Congestion Management Program	918,460	-	-	-	-	-	918,460				
Other Planning Projects	1,031,783	-	-	-	-	-	1,031,783				
Programs											
Programs Management	759,850	988,016	-	-	-	-	1,747,866				
Safe Routes to School Programs	2,867,922	-	-	-	-	-	2,867,922				
VRF Programming and Other Costs	-	6,228,108	-	-	-	-	6,228,108				
Measure B Pass-Through	-	60,092,844	-	-	-	-	60,092,844				
Grant Awards	-	4,157,479	-	-	-	(2,101,241)	2,056,238				
Other Programming	355,000	3,925,079	2,629,800	-	-	(110,000)	6,799,879				
Capital Projects											
Capital Project Expenditures	-	-	-	-	152,592,366	(20,261,200)	132,331,166				
Indirect Cost Recovery/Allocation	(911,394)	-	-	-	-	911,394	-				
Indirect Cost Recovery from Capital, Spec Rev & Exch Funds											
Total Expenditures	14,664,681	76,091,473	2,681,146	-	156,676,458	(22,722,441)	227,391,316				
Net Change in Fund Balance	(1,349,291)	599,921	2,268,854	-	(54,429,124)	-	(52,909,639)				
Projected Ending Fund Balance	\$ 16,039,777	\$ 13,206,600	\$ 6,990,822	\$ 6,990,822	\$ 66,220,184	\$ -	\$ 102,457,384				

This page intentionally left blank

**Alameda County Transportation Commission
Fiscal Year 2012-2013 Proposed Budget Adjustments**

	General Funds Adjustment	Special Revenue Adjustment	Exchange Fund Adjustment	Capital Project Funds Adjustment	Inter-Agency Adjustments/ Eliminations Adjustment	Total Adjustment
Projected Beginning Fund Balance	\$ 932,333	\$ 5,190,239	\$ 40,753	\$ 79,579,917	\$ -	\$ 85,743,242
Revenues:						
Sales Tax Revenues	-	-	-	-	-	-
Investment Income	-	-	-	30,000	-	30,000
Member Agency Fees	-	-	-	-	-	-
VRF Funds	-	-	-	677,479	(677,479)	-
Other Revenues	-	40,600	-	6,885,141	(6,925,741)	-
Grants	(1,908,857)	29,981	-	15,028,141	(5,207,496)	7,941,769
Total Revenues	(1,908,857)	70,581	-	22,620,761	(12,810,716)	7,971,769
Expenditures:						
<u>Administration</u>						
Salaries and Benefits	-	-	-	-	-	-
General Office Expenses	16,625	6,100	-	2,375	(6,100)	19,000
Other Administration	(174,052)	9,990	-	(538,851)	-	(702,912)
Commission and Community Support	-	34,500	-	-	(34,500)	-
Contingency	-	-	-	-	-	-
<u>Planning</u>						
CWTP/Transportation Expenditure Plan	(1,358,742)	-	-	-	(695)	(1,359,437)
Congestion Management Program	(552,047)	-	-	-	-	(552,047)
Other Planning Projects	(206,696)	76,420	-	-	-	(130,276)
<u>Programs</u>						
Programs Management	109,612	66,329	-	-	-	175,940
Safe Routes to School Programs	(1,090,626)	-	-	-	-	(1,090,626)
VRF Programming and Other Costs	-	2,925,000	-	-	-	2,925,000
Measure B Pass-Through	-	-	-	-	-	-
Grant Awards	-	3,080,950	-	-	1,631,882	4,712,833
Other Programming	(243,535)	(1,417,914)	5,201,133	-	3,535	3,543,219
<u>Capital Projects</u>						
Capital Project Expenditures	-	-	-	106,780,363	(14,404,838)	92,375,525
Indirect Cost Recovery/Allocation	-	-	-	-	-	-
Indirect Cost Recovery from Capital, Spec Rev & Exch Funds	-	-	-	-	-	-
Total Expenditures	(3,499,460)	4,781,375	5,201,133	106,243,887	(12,810,716)	99,916,220
Net Change in Fund Balance	1,590,603	(4,710,794)	(5,201,133)	(83,623,126)	-	(91,944,451)
Projected Ending Fund Balance	\$ 2,522,936	\$ 479,445	\$ (5,160,380)	\$ (4,043,209)	\$ -	\$ (6,201,209)

This page intentionally left blank

**Alameda County Congestion Management Agency
Fiscal Year 2012-2013
Proposed Capital Projects Budget Update**

Project Name	Project #	(A) - (B) = (C)		(D)		(E)		(C) + (D) + (E) = (F)		Funding Sources			
		FY 2011-12 Rollover to FY 2012-13		Adopted FY 2012-13 Capital Budget		FY 2012-13 Capital Budget Adjustment		FY 2012-13 Capital Budget with Rollover		Total Local Funding Sources	Total Regional Funding Sources	Total State Funding Sources	Total Federal Funding Sources
I-580 Landscape	774.0-1	\$ 380,500.39	\$	\$ 395,000.00	\$	\$	\$	\$ 775,500.39	\$	\$ 187,815	\$	\$ 237,685	\$ 350,000
I-680 HOT Lane	710.0-5	1,280,066		5,525,000		(647,224)		6,157,842		3,804,044		1,220,715	1,133,083
I-680 Northbound HOV / Express Lane	721.0	1,381,211		4,000,000		-		5,381,211		5,381,211		-	-
I-80 Gilman Interchange Improvements	765.0	472,741		1,379,880		-		1,852,621		418,507		126,380	1,434,114
I-580 PSR at 106th Eastbound Off-Ramp	735.0	126,380		-		-		126,380		-		-	-
Smart Corridors Operation and Maintenance	945.0	577,479		379,381		-		956,860		956,860		-	-
Smart Corridors Operation and Maintenance/Tri-Valley	945.1	15,811		-		32,807		48,618		48,618		-	-
Caldecott Tunnel	917.0	500,000		1,250,000		-		1,750,000		1,750,000		-	-
Center to Center	715.0	25,565		-		545,614		571,179		-		-	-
I-880 North Safety & Op Improv 23rd&29th	717.0	3,432,916		4,294,150		428,064		8,155,130		2,702,623	1,322,796	4,011,231	571,179
I-580 Eastbound HOV Lane	720.0	5,243,217		-		(5,243,217)		-		-		-	118,480
I-580 Environmental Mitigation	720.3	762,563		764,072		-		1,526,635		-	1,526,635	-	-
I-580 Eastbound Express (HOT) Lane	720.4	110,184		5,131,000		(2,471,734)		2,769,450		30,222	255,000	1,100,000	1,384,228
I-580 Eastbound Auxiliary (AUX) Lane	720.5	(297,002)		6,244,279		-		5,947,277		2,765,000	2,313,322	793,955	75,000
I-580 Right of Way Preservation	723.0	753,818		50,000		-		803,818		251,508	518,878	33,432	-
I-580 Westbound HOV Lane	724.0	2,241,889		2,687,968		175,680		5,105,537		2,717,592	1,342,224	-	1,045,721
I-580 Westbound HOT Lane	724.1	1,456,042		3,978,000		(2,059,847)		3,374,195		1,300,000	-	984,195	1,090,000
Altamont Commuter Express Operations	725.0	(10,905)		22,500		10,905		22,500		22,500	-	-	-
Altamont Commuter Express	725.1	(470,196)		6,709,706		988,147		7,227,657		6,730,665	-	496,992	-
I-880 Southbound HOV Lane	730.0-2	1,467,231		3,660,000		-		5,127,231		5,078,152	-	-	49,079
I-880 Southbound HOV Lane Landscaping/Hardscaping	730.3	(23,077)		-		351,829		328,752		55,345	-	-	273,407
Webster Street Smart Corridor	740.0-2	1,561,088		681,000		(274,088)		1,968,000		920,000	-	90,000	958,000
Marina Boulevard/I-880 PSR	750.0	130,435		-		144,709		275,144		275,144	-	-	-
I-680/880 Cross Connector PSR	770.0	356,000		-		-		356,000		356,000	-	-	-
I-680 SB HOV Lane	772.0	(730,825)		-		861,827		131,002		24,486	-	33,296	73,220
I-80 Integrated Corridor Mobility	791.0-6	7,213,060		10,729,438		-		17,942,498		1,901,350	100,000	15,865,181	75,967
		<u>\$ 27,956,191</u>		<u>\$ 57,881,374</u>		<u>\$ (7,156,528)</u>		<u>\$ 78,681,037</u>		<u>\$ 37,677,642</u>	<u>\$ 7,378,855</u>	<u>\$ 24,993,062</u>	<u>\$ 8,631,478</u>
													<u>\$ 17,942,498</u>
													<u>\$ 78,681,037</u>

This page intentionally left blank

**Alameda County Transportation Improvement Authority
Fiscal Year 2012-2013
Proposed Capital Projects Budget Update**

Project Name	Project #	(A) - (B) = (C)		(D)	(E)	(C) + (D) + (E) = (F)		Funding Sources						
		FY 2011-12 Rollover to FY 2012-13	FY 2012-13 Capital Budget	Adopted FY 2012-13 Capital Budget	FY 2012-13 Capital Budget Adjustment	FY 2012-13 Capital Budget with Rollover	2000 Measure B	1986 Measure B	CMA TIP Exchange	Regional RM2	State TCRP	State STIP RIP	Federal Demo	Federal STP
ACE Capital Improvements	601.0	\$ 593,318	\$ -	\$ 6,137,347	\$ -	\$ 6,730,665	\$ 6,730,665	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
BART Warm Springs Extension	602.0	9,563,626	-	21,984,571	-	31,548,197	31,548,197	-	-	-	-	-	-	-
BART Oakland Airport Connector	603.0	783,069	-	30,000,000	-	30,783,069	30,783,069	-	-	-	-	-	-	-
Downtown Oakland Streetscape	604.0	3,782,700	-	-	-	3,782,700	3,782,700	-	-	-	-	-	-	-
Telegraph Avenue Bus Rapid Transit	607.1	1,354,813	-	2,166,654	-	3,521,467	3,521,467	-	-	-	-	-	-	-
I-680 Express Lane	608.0	2,090,240	-	7,551,338	-	9,641,578	8,301,578	-	-	-	1,340,000	-	-	-
Iron Horse Trail	609.0	-	-	500,000	-	500,000	500,000	-	-	-	-	-	-	-
I-880/Broadway-Jackson Interchange	610.0	477,404	-	2,051,036	-	2,528,440	2,528,440	-	-	-	-	-	-	-
I-580/Castro Valley Interchanges Improvements	612.0	1,362,040	-	300,000	130,996	1,793,036	-	1,571,098	-	-	-	150,000	34,195	37,743
Lewelling/East Lewelling	613.0	(1,886,402)	-	702,000	885,402	650,000	650,000	-	-	-	-	-	-	-
I-580 Auxiliary Lanes - Westbound Fallon to Tassajara	614.1	10,000	-	786,000	-	712,000	712,000	-	-	-	-	-	-	-
I-580 Auxiliary Lanes - Westbound Airway to Fallon	614.2	1,388,729	-	-	-	2,174,729	2,174,729	-	-	-	-	-	-	-
I-580 Auxiliary Lanes - E/B El Charro to Airway	614.3	(986)	-	-	45,986	45,000	45,000	-	-	-	-	-	-	-
Rte 92/Clawler-Whitesell Interchange	615.0	2,689,503	-	1,560,497	-	4,250,000	4,250,000	-	-	-	-	-	-	-
Hesperian/Lewelling Widening	617.1	599,622	-	(1,463,000)	-	599,622	599,622	-	-	-	-	-	-	-
Westgate Extension	618.1	3,636,850	-	1,886,000	-	2,173,850	2,173,850	-	-	-	-	-	-	-
E. 14th/Hesperian/150th Improvements	619.0	480,000	-	-	-	2,366,000	2,366,000	-	-	-	-	-	-	-
I-238 Widening	621.0	204,658	-	-	520,000	724,658	204,658	-	520,000	-	-	-	-	-
I-680/I-880 Cross Connector Study	622.0	492,517	-	-	-	492,517	-	-	-	-	-	-	-	-
Isabel - Route 84/I-580 Interchange	623.0	10,813,906	-	-	-	10,813,906	10,813,906	-	-	-	-	-	-	-
Route 84 Expressway	624.0	10,936,982	-	1,571,000	-	12,507,982	12,507,982	-	-	-	-	-	-	-
Dumbarton Corridor	625.0	190,334	-	3,090,764	-	3,281,098	3,131,098	-	150,000	-	-	-	-	-
I-580 Corridor/BART to Livermore	626.0	1,396,704	-	1,869,305	-	3,266,009	3,266,009	-	-	-	-	-	-	-
I-80 Integrated Corridor Mobility	627.2	745,844	-	595,000	-	1,340,844	1,340,844	-	-	-	-	-	-	-
I-880 Corridor Improvements in Oakland and San Leandro	627.3	434,769	-	500,000	-	934,769	934,769	-	-	-	-	-	-	-
CWTP/TEP Development	627.4	50,000	-	-	-	50,000	50,000	-	-	-	-	-	-	-
Studies at Congested Segments/Locations on CMP	627.5	-	-	800,000	-	800,000	800,000	-	-	-	-	-	-	-
		\$ 52,190,240	\$ -	\$ 84,239,512	\$ 1,582,384	\$ 138,012,136	\$ 134,209,100	\$ 1,571,098	\$ 520,000	\$ 150,000	\$ 1,340,000	\$ 150,000	\$ 34,195	\$ 37,743

This page intentionally left blank

**Alameda County Transportation Authority
Fiscal Year 2012-2013
Proposed Capital Projects Budget Update**

Project Name	Project #	(A) - (B) = (C) FY 2011-12 Rollover to FY 2012-13	(D) Adopted FY 2012-13 Capital Budget	(E) FY 2012-13 Capital Budget Adjustment	(C) + (D) + (E) = (F) FY 2012-13 Capital Budget with/ Rollover	Funding Source 1986 Measure B
I-880 to Mission Blvd. Route 262 Interchange Reconstruction	501.0	\$ 578,357	\$ 44,000	\$ -	\$ 622,357	\$ 622,357
I-880 to Mission Blvd. and East-West Connector	505.0	23,312,514	-	-	23,312,514	23,312,514
Route 238/Mission-Foothill-Jackson Corridor Improvement	506.0	3,905,079	11,627,000	-	15,532,079	15,532,079
I-580 Interchange Improvements Project in Castro Valley (for ACTIA 12/612.0)	507.0	1,493,036	300,000	-	1,793,036	1,793,036
Central Alameda County Freeway System Operational Analysis	508.0	1,000,000	-	-	1,000,000	1,000,000
Castro Valley Local Area Traffic Circulation Improvement	509.0	1,799,442	-	-	1,799,442	1,799,442
Project Closeout	500.0	(26,115)	126,000	149,550	249,435	249,435
		<u>\$ 32,058,526</u>	<u>\$ 12,097,000</u>	<u>\$ 149,550</u>	<u>\$ 44,305,076</u>	<u>\$ 44,305,076</u>

Attachment F

This page intentionally left blank

**Alameda County Transportation Improvement Authority
Fiscal Year 2012-2013
Budget Update Limitation Calculations**

Net Sales Tax	\$	112,000,000	A
Investments & Other Income		<u>810,981</u>	B
Funds Generated	\$	112,810,981	C
Salaries & Benefits	\$	905,384	D
Other Admin Costs		<u>3,259,947</u>	E
Total Admin Costs	\$	4,165,331	F
Gross Sal & Ben to Net Sales Tax		0.8084% = D/A	
Gross Sal & Ben to Funds Generated		0.8026% = D/C	
Total Admin Costs to Net Sales Tax		3.7190% = F/A	

** Sales tax reauthorization ballot costs budgeted in the amount of \$851,377.80 are not included in other administrative costs. They will be paid from prior year excess administrative costs limitation calculation balances.*

This page intentionally left blank



Memorandum

DATE: February 27, 2013

TO: Finance and Administration Committee

FROM: Arthur L. Dao, Executive Director
Vanessa Lee, Clerk of the Commission

SUBJECT: **Approval of Paperless Distribution for Alameda CTC Commission, Committee and Subcommittee Meeting Packets**

Recommendation

It is recommended that the Commission approve paperless distribution of Commission, Committee and Subcommittee meeting packets.

Summary

In an effort to implement sustainable and ecologically friendly business practices, staff is recommending reducing paper distribution of the Alameda CTC Commission, Committee and Subcommittee meeting packets. Agendas, staff reports and accompanying documents will be hyperlinked and uploaded to the Alameda CTC website, for easy access by Commission and Committee members as well as members of the public. This action will result in significant cost reductions as well as increased staff productivity.

Background

Alameda CTC convenes a number of meetings each month, including meetings of the Commission, four standing committees, the I-680 JPA Board, subcommittees, and five community advisory committees. On average, staff prints and mails over 500 physical copies of Commission and committee meeting packets, which requires significant staff time and an estimated \$2,200 in production and postage costs per month. Agendas and staff reports are also posted on the Alameda CTC website and links are emailed out to the respective Commission/committee members.

The proposed process would significantly reduce the distribution of paper copies of the agenda and staff reports. In accordance with the Brown Act and to ensure that the public is kept informed about Alameda CTC's meetings and activities, agendas will continue to be posted and hyperlinked on the Alameda CTC website one week prior to each meeting for Commission/committee members, members of the public and staff to access.

In conformance with the Brown Act and to accommodate individuals with a preference or need for hard copies of agenda materials, Alameda CTC will not completely eliminate the distribution of printed agendas and staff reports. Alameda CTC will continue to mail copies of agendas (or full agenda packets) to any individual that submits an annual written request for the same. Although Government Code §54954.1 permits local agencies to charge a fee for such distribution, we do not propose such a fee.

Fiscal Impact

Approval of this item would save the agency up to \$2,200 per month in production costs alone.

This page intentionally left blank