



Meeting Notice

1111 Broadway, Suite 800, Oakland, CA 94607

• 510.208.7400

• www.AlamedaCTC.org

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Commission Vice Chair

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City of Oakland

AC Transit

Director Elsa Ortiz

Alameda County

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City of San Leandro

Mayor Pauline Cutter

City of Union City

Mayor Carol Dutra-Vernaci

Executive Director

Arthur L. Dao

Independent Watchdog Committee

Monday, August 10, 2015, 6:30 p.m.

1111 Broadway, Suite 800

Oakland, CA 94607

Mission Statement

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

Public Comments

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

Recording of Public Meetings

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

Reminder

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

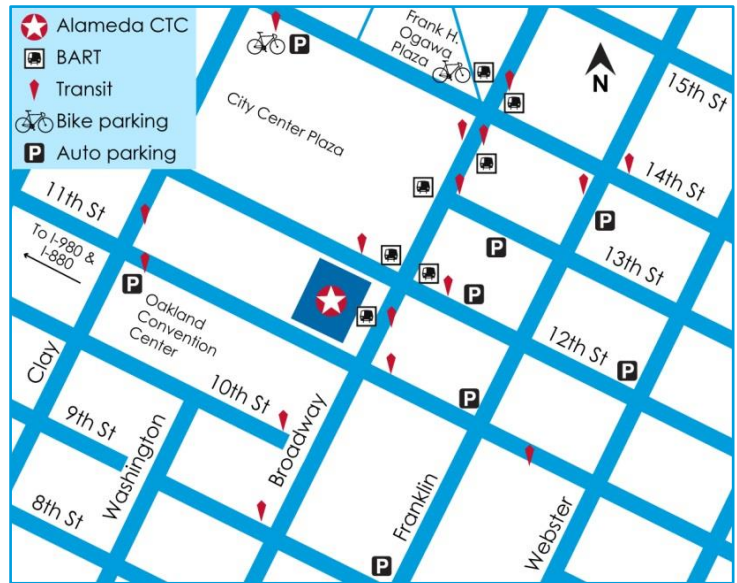
Glossary of Acronyms

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

Location Map

★ Alameda CTC
1111 Broadway, Suite 800
Oakland, CA 94607

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



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

Accessibility

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



Meeting Schedule

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

Paperless Policy

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

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Independent Watchdog Committee Special Meeting Agenda Monday, August 10, 2015, 6:30 p.m.

1111 Broadway, Suite 800, Oakland, CA 94607

• PH: (510) 208-7400

• www.AlamedaCTC.org

Chair: TBD

Vice Chair: Deborah Taylor

Staff Liaisons: Patricia Reavey

Public Meeting Coordinator: Angie Ayers

6:30 – 6:35 p.m.
Deborah Taylor

1. Welcome and Call to Order

6:35 – 6:40 p.m.
Public

2. Public Comment

6:40 – 7:40 p.m.
Deborah Taylor

3. Discussion of IWC Bylaws

7:45 p.m.
Deborah Taylor

4. Adjournment

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1

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Next meeting: November 9, 2015

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

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Memorandum

3.0

1111 Broadway, Suite 800, Oakland, CA 94607

• 510.208.7400

• www.AlamedaCTC.org

DATE: August 3, 2015

SUBJECT: Independent Watchdog Committee Bylaws

RECOMMENDATION: Receive an update on the Independent Watchdog Committee Bylaws

Summary

The Commission is scheduled to review and approve the bylaws for Alameda CTC's four advisory committees in September, which includes the bylaws for the the Alameda County Technical Advisory Committee (ACTAC), the Bicycle and Pedestrian Advisory Committee (BPAC), the Independent Watchdog Committee (IWC) and the Paratransit Advisory and Planning Committee (PAPCO). The bylaws have been modified to incorporate information regarding the 2014 Transportation Expenditure Plan and to maintain structure and standardization among the various advisory committees. The Citizens Watchdog Committee (CWC), which was required by Measure B in the 2000 Transportation Expenditure Plan, has become the IWC as required by Measure BB in the 2014 Transportation Expenditure Plan. The Commission has continued the CWC as the IWC, which reports directly to the public and is charged with reviewing all Measure B expenditures and Measure BB expenditures and performance measures, as appropriate.

Approval of the bylaws formalizes the roles, structure, function and procedures for advisory committee operations. The bylaws will be effective as of July 1, 2015 once approved by the Commission and will apply to all future meetings.

The proposed changes to the CWC Bylaws, which have become the IWC Bylaws, are presented in redline in Attachment A. Below is a summary of bylaw changes to all of the committees.

- Definitions: This section was updated to include definitions for:
 - 2014 Transportation Expenditure Plan
 - Bicycle and Pedestrian Advisory Committee (BPAC) to describe its new role
 - Independent Watchdog Committee to replace CWC
 - Measure BB, Measure BB Program, and Measure BB Project

- Purpose and Responsibilities: This section was updated to include requirements of Measure BB as defined in the 2014 Transportation Expenditure Plan.
- Members: This section was updated for all bylaws, except for ACTAC, to specify the members' term limit and to specify that when vacancies are filled, the appointee must meet the requirements to serve on the committee.
- Meetings: This section was updated to allow the chair to limit the amount of time a member of the public may speak and to include the Overall Work Program and budget which governs the number of regular/subcommittee meetings a committee may hold based on what has been funded in the budget.
- Subcommittees: This section was updated to reference the Overall Work Program and budget, which the Commission approves.
- General Matters: This section was updated to specify that the bylaws of each committee are approved and adopted by the Commission to ensure that the committees meet the needs of the Commission based on the committee's purpose, as established by the Commission.

Changes to Specific Bylaws

- ACTAC: The general changes made apply to all bylaws.
- BPAC: Measure BB was included where applicable to programs and projects.
- IWC: The reference for meeting minutes and the language regarding election of officers was standardized to match the other bylaws. Additional changes include:
 - A definition was added for performance measures.
 - The responsibilities were updated to include IWC's new role of reviewing performance measures.
 - Qualifications of membership on the IWC were included.
- PAPCO: The standing subcommittees (bylaws, fiduciary and finance, program plan review, and section 5310) are no longer listed in the bylaws. These are now covered under the Overall Work Program and budget. Measure BB was included where applicable to programs and projects.

Fiscal Impact: There is no fiscal impact.

Attachments

- A. Independent Watchdog Committee Bylaws
- B. IWC Appointment Application

Staff Contact

[Patricia Reavey](#), Deputy Director of Finance

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

CitizensIndependent Watchdog Committee Bylaws

Article 1: Definitions

1.1.1 2000 Transportation Expenditure Plan. The plan for expending transportation sales tax (Measure B) funds, presented to the voters in 2000, and implemented in 2002.

1.2 2014 Transportation Expenditure Plan. The plan for expending transportation sales tax (Measure BB) funds, presented to the voters in 2014, and implemented in 2015.

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

1.13.1 All five Alameda County Supervisors.

1.13.2 Two City of Oakland representatives.

1.13.3 One representative from each of the other 13 incorporated ~~13~~ cities in Alameda County.

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

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

1.24 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 administration of the sales tax.

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

1.46 At-Large Member. One of the 10 ~~CWC~~Independent Watchdog Committee (IWC) members representing supervisorial districts as described in Section 3.1.1 below.

1.57 Bicycle and Pedestrian Advisory Committee (BPAC). The Alameda CTC Committee that ~~reviews all competitive applications submitted to~~involves interested community members in the Alameda CTC ~~for the Bicycle~~CTC's policy, planning, and Pedestrian Safety funds, ~~along with the development~~implementation efforts related to bicycling and walking. ~~updating of the Alameda Countywide Pedestrian and Bicycle Plans. Serving as the countywide BPAC, the~~

~~Committee also provides input on countywide educational and promotional programs, and other projects of countywide significance.~~

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

1.9 Expenditures. Costs incurred and paid for with funds generated from the Measure B and Measure BB sales taxes.

1.10 Fiscal Year. July 1 through June 30.

~~7-Citizens~~**1.11 Independent Watchdog Committee (~~CWG~~IWC or "Committee").** The Alameda CTC Committee of individuals created by the ~~ACTIA Board,~~Commission as required by Measure ~~BBB~~, with the assistance of the League of Women Voters and other citizens groups, ~~and~~. This Committee was originally created by the ACTIA Board and called the Citizens Watchdog Committee as required by Measure B, and was continued by the Commission; subsequent to the passage of Measure BB as the Independent Watchdog Committee. The Committee has the same composition as the Citizens Watchdog Committee required by Measure B. The Committee reports directly to the public and is charged with reviewing all Measure B expenditures and Measure BB expenditures and performance measures of the agency. ~~Citizens Watchdog Committee, as appropriate. IWC~~ members are ~~private citizens~~Alameda County residents who are not elected officials at any level of government, nor individuals in a position to benefit personally in any way from the sales tax.

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

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

~~1.10 Fiscal Year.~~ July 1 through June 30.

~~1.11~~**1.12 Local Newspapers.** A periodical publication typically published weekly or daily, that serves a city or cities within Alameda County, whereby the contents are reasonably accessible to the public. On-line publications of these periodicals are included in this definition.

1.13 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 2000 Transportation Expenditure Plan. ~~The~~Collections for the sales tax authorized by Measure B began on April 1, 2002 and extends through March 31, 2022.

~~1.12~~**1.14 Measure BB.** The measure approved by the voters authorizing the sales tax for transportation services collected and administered by the Alameda CTC and governed by the 2014 Transportation Expenditure Plan. Measure BB augments the half-cent Measure B sales tax by a half cent, beginning April 1, 2015 through March 31, 2022. The full one-cent sales tax authorized by Measure BB will begin April 1, 2022 and will extend through March 31, 2045.

1.15 Measure B Program. Transportation or transportation-related program specified in the 2000 Transportation Expenditure Plan for funding transportation programs and projects on a percentage-of-revenues ~~basis~~ or grant allocation basis.

1.131.16 Measure BB Program. Transportation or transportation-related program specified in the 2014 Transportation Expenditure Plan for funding transportation programs and projects on a percentage-of-revenues or grant allocation basis.

1.17 Measure B Project. Transportation and transportation-related capital projects specified in the 2000 Transportation Expenditure Plan for funding in the amounts allocated in the 2000 Transportation Expenditure Plan.

1.14.1.18 Measure BB Project. Transportation and transportation-related capital projects specified in the 2014 Transportation Expenditure Plan for funding in the amounts allocated in the 2014 Transportation Expenditure Plan.

1.19 Organizational Meeting. ~~The annual regular meeting of the CWC will be scheduled to be in June. An organizational meeting will be scheduled annually to elect officers and adopt the annual calendar.~~

1.1520 Organizational Member. One of the seven ~~CWC~~IWC members representing organizations as described in Section 3.1.2 below.

1.1421 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~~residents and ~~an~~ eligible ~~user~~users of any transportation service available to seniors and people with disabilities in Alameda County. PAPCO is supported by a Paratransit Technical Advisory Committee comprised of Measure B and Measure BB-funded paratransit providers in Alameda County.

1.1722 Performance Measures. A quantifiable method used to assess how well the Alameda CTC is achieving its desired objectives for projects and programs.

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

Article 2: Purpose and Responsibilities

2.1 Committee Purpose. The Committee is appointed pursuant to Measure B and Measure BB to review all expenditures of the Measure B ~~half-cent~~ transportation sales tax ~~measure and all expenditures and performance measures, as appropriate, of the Measure BB transportation sales tax~~ and to report directly to the public.

2.2 Committee Roles and Responsibilities from Expenditure Plan. — As defined by the Measure B and Measure BB Transportation Expenditure Plan~~Plans~~, the roles and responsibilities of the Committee ~~are to include~~:

2.2.1 Review Alameda CTC's audited financial reports for Measure B and Measure BB expenditures.

2.2.2 Have full access to Alameda CTC's independent auditor and have authority to request and review specific information regarding the use of Measure B and Measure BB sales tax funds and to comment on Alameda CTC's audited financial reports once approved by the Commission

2.2.3 On a periodic basis, as defined by the Alameda CTC, the Committee will review the performance and benefit of projects and programs based on performance criteria established by Alameda CTC, as applicable.

2.2.14 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 about~~ how Measure B and Measure BB transportation sales tax funds are spent, based upon Alameda CTC's audited financial reports, and on implementation progress of the 2014 Transportation Expenditure Plan.

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

2.2.35 Publish an annual report and any comments concerning the ~~audit~~ audited financial report in local newspapers and ~~to~~ make copies of the report available to the public at large, as approved within Alameda CTC's annual budget.

~~**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~~IWC 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 2014 Transportation Expenditure Plan: ~~Alameda County~~East Bay Economic Development Alliance ~~for Business~~; Alameda County Labor Council; Alameda County Taxpayers' Association; Alameda County Paratransit Advisory and Planning Committee; Bike East Bay, formerly known as East Bay Bicycle Coalition; League of Women Voters; and Sierra Club.

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

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

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

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

3.3 Membership Qualification. Each ~~CWG~~IWC member shall be an Alameda County resident. ~~A CWG~~An IWC member shall not be an elected official at any level of government; or be a public employee of any entity that oversees or benefits from the proceeds of ~~the~~ Measure B ~~Tax and Measure BB transportation sales taxes~~; or have any economic interest in any project or program. Members must meet qualifications indicated on the Alamedas CTC application form as approved by the Commission to serve on the committee, with a preference for those with the ability to review financial reports to fulfill the duties of the Watchdog Committee as described in the Transportation Expenditure Plans.

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 up to two-years or~~ until the Commission appoints ~~their successors~~a successor.

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

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

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

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

3.6.3 The member becomes incapable of continuing to serve.

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

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

Article 4: Officers

4.1 Officers. The ~~CWG~~IWC shall ~~bi~~annually ~~(every two years)~~ elect a chair and vice chair. Each officer must be a duly appointed member of the ~~CWG~~IWC.

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

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

Article 5: Meetings

5.1 Open and Public Meetings. All ~~CWG~~IWC meetings shall be open and public and governed by the Brown Act. Public comment shall be allowed at all ~~CWG~~IWC 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. up to 3 minutes per speaker at the discretion of the chair.~~ The number of IWC meetings, including regular meetings, subcommittee meetings, special meetings and public hearings, will be limited to the number of meetings approved in Alameda CTC's annual overall work program and budget, as approved by the Commission.

5.2 Regular Meetings. The ~~CWG~~IWC 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, ~~CWG~~IWC 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 ~~CWG~~the IWC.

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~~members present. Items may be discussed and information may be distributed on any item even if a quorum is not present-; however, no action can be taken, until the Committee achieves a quorum.

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 ~~CWG~~IWC members and posted and published in accordance with the Brown Act.

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

5.6 Agenda. All meetings shall have a published agenda. Action may be taken only on items indicated on the agenda as action items. Items for a regular meeting agenda may be submitted by any member to the chair and Alameda CTC staff. The Commission and/or Alameda CTC staff may also submit items for the agenda. Agenda planning meetings are held approximately three weeks prior to each ~~CWG~~IWC meeting. Alameda CTC staff will notify all ~~CWG~~IWC members when this meeting is established and remind members to submit any agenda item requests to the chair at least one day prior to the agenda planning meeting date. At the agenda planning meeting, the chair and Alameda CTC staff will discuss any agenda items submitted to the chair. Every agenda shall include a 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 in the Alameda CTC office and provided at the meeting, all in accordance with the Brown Act.

5.7 Roberts Rules of Order. The rules contained in the latest edition of "Roberts Rules of Order Newly Revised" shall govern the proceedings of the ~~CWG~~IWC 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. ~~CWG~~IWC meetings shall be held at the Alameda CTC offices, unless otherwise designated by the Committee. Meeting locations shall be within Alameda County, accessible in compliance with the Americans with Disabilities Act of 1990 (41 U.S.C., Section 12132) or regulations promulgated there under, shall be accessible by public transportation, and shall not be in any facility that prohibits the admittance of any person, or

persons, on the base of race, religious creed, color, national origin, ancestry, or sex, or where members of the public may not be present without making a payment or purchase.

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

Article 6: Subcommittees

6.1 Establishment. The ~~CWG~~IWC may establish subcommittees ~~when and as necessary or advisable~~ subject to make nominations for office of the CWC, to develop and propose policy on a particular issue, approved Alameda CTC overall work program and budget as approved by the Commission to conduct an investigation, ~~or~~ to draft a report or other document, ~~or for any other purpose~~ within the authority of the ~~CWG~~IWC.

6.2 Membership. ~~CWG~~IWC members will be appointed to subcommittees by the ~~CWG~~IWC 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 ~~CWG~~IWC.

Article 7: Records and Notices

7.1 Minutes. Minutes of all meetings, including actions and the time and place of holding each meeting, shall be kept on file at the Alameda CTC office. Alameda CTC staff will prepare ~~draft minutes for each meeting and distribute them for informational purposes only within 21 days of the CWC meeting and will and~~ include full minutes in meeting packets prior to each regular ~~CWG~~IWC meeting.

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

7.3 Brown Act. All meetings of the ~~CWG~~IWC 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 ~~CWG~~IWC on any matter not on the agenda and on each matter listed on the agenda, pursuant in compliance with the Brown Act and time limits, up to procedures three minutes per speaker, set by at the discretion of the chair ~~and/or committee~~.

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

Article 8: General Matters

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

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

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

~~**8.3 Bylaws.** Bylaws governing the meetings and activities of the IWC are approved by the Alameda CTC.~~

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.

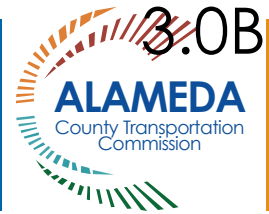
8.5 Conflict with Governing Documents. In the event of any conflict between these bylaws and the July 2000 ~~Alameda County~~Transportation Expenditure Plan, the January 2014 Transportation Expenditure Plan, California state law, or any action lawfully taken by ACTIA or the Alameda CTC, the Transportation Expenditure ~~Plan~~Plans, state law or the lawful action of ACTIA or the Alameda CTC shall prevail.

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

8.7 Financial~~Economic~~ **Interest.** Each Committee member shall ~~in a timely manner, no later than March 15 of every year,~~ prepare and file with Alameda CTC a statement of ~~financial~~economic interest in the form required by law~~-, currently Form 700 which can be found on the California Fair Political Practices Commission website,~~ http://www.fppc.ca.gov/index.php?id=500.

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Join the Alameda County Transportation Commission Independent Watchdog Committee (IWC)



About Alameda CTC.

The mission of the Alameda County Transportation Commission (Alameda CTC) is to plan, fund and deliver transportation programs and projects that expand access and improve mobility to foster a vibrant and livable Alameda County. Community advisory committees make recommendations to Alameda CTC, keep a close eye on transportation improvements and engage project sponsors and community members.

Get involved and make a difference!

Make sure your Measure B and Measure BB tax dollars are improving transportation in Alameda County, as promised to voters. The IWC is charged with the review of Measure B expenditures, Measure BB expenditures and performance measures, and reports directly to the public each year on their findings.

Public meetings.

Generally, the group meets quarterly on the second Monday of the month, from 6:30 to 8:30 p.m. Meetings are open to the public.

Interested?

Fill out the application on the back of this flyer and contact your appointing party (see the Alameda CTC website at www.alamedactc.org/app_pages/view/8 for district supervisors) or contact Alameda CTC at 510.208.7400.

Membership requirements:

The 17 members are appointed for terms of up to two years:

- One per district, appointed by the Board of Supervisors
- One per district, appointed by the Alameda County Mayor's Conference
- One per representing organization specified in the Measure B and Measure BB Expenditure Plans:
 - Alameda County Labor Council
 - Alameda County Taxpayers' Association
 - Alameda County Paratransit Advisory and Planning Committee
 - Bike East Bay
 - East Bay Economic Development Alliance
 - League of Women Voters
 - Sierra Club

Members must:

- Be Alameda County residents.
- Be private citizens (not elected officials or employees of an agency that oversees or benefits from the sales tax).
- Not be in a position to benefit personally from the sales tax.

Member preference:

- A combination of training and/or experience that would provide the required knowledge, skills and ability to adequately review and comment on financial statements and other financial information, specifically expenditures, and performance measures is preferred.

Application for the Alameda CTC Independent Watchdog Committee (IWC)



Alameda CTC invites Alameda County residents to serve on its **Independent Watchdog Committee**, which generally meets quarterly on the second Monday of the month from 6:30 to 8:30 p.m. Each member is appointed for a term of up to two years.

Membership qualifications:

Each IWC member must be a resident of Alameda County and must have a combination of training and/or experience that would provide the required knowledge, skills and ability to adequately review and comment on financial statements and other financial information, specifically expenditures, and performance measures. Each IWC member must NOT be an elected official at any level of government or a public employee of an agency that oversees or benefits from the proceeds of the sales tax or have any economic interest in any Measure B or Measure BB-funded projects or programs.

Name: _____

Home Address: _____

Mailing Address (if different): _____

Phone: (home) _____ (work) _____ (fax) _____

Email: _____

Please respond to the following sections on a separate attachment:

- I. Commission/Committee Experience:** What is your previous experience on a public agency commission or committee? Please also note if you are currently a member of any commissions or committees.
- II. Statement of Qualifications:** Provide a brief statement indicating why you are interested in serving on the IWC and why you are qualified for this appointment.
- III. Relevant Work or Volunteer Experience:** Please list your current employer or relevant volunteer experience including organization, address, position and dates.
- IV. Bio or Resume:** Please include your current biography or resume.

Certification: I certify that the above information is true and complete to the best of my knowledge.

Signature _____ Date _____

Return the application to your appointing party for signature (see www.alamedactc.org/app_pages/view/8), or fax (510.893.6489) or mail it to Alameda CTC.

Appointing Party:

Signature: _____

Date: _____