



Meeting Notice

1111 Broadway, Suite 800, Oakland, CA 94607

• 510.208.7400

• www.AlamedaCTC.org

Commission Chair
Supervisor Scott Haggerty, District 1

Commission Vice Chair
Vice Mayor Rebecca Kaplan,
City of Oakland

AC Transit
Director Elsa Ortiz

Alameda County
Supervisor Richard Valle, District 2
Supervisor Wilma Chan, District 3
Supervisor Nate Miley, District 4
Supervisor Keith Carson, District 5

BART
Director Thomas Blalock

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Mayor Trish Spencer

City of Albany
Vice Mayor Peter Maass

City of Berkeley
Councilmember Laurie Capitelli

City of Dublin
Mayor David Haubert

City of Emeryville
Vice Mayor Ruth Atkin

City of Fremont
Mayor Bill Harrison

City of Hayward
Mayor Barbara Halliday

City of Livermore
Mayor John Marchand

City of Newark
Councilmember Luis Freitas

City of Oakland
Councilmember Dan Kalb

City of Piedmont
Mayor Margaret Fujioka

City of Pleasanton
Mayor Jerry Thorne

City of San Leandro
Mayor Pauline Cutter

City of Union City
Mayor Carol Dutra-Vernaci

Executive Director
Arthur L. Dao

Finance and Administration Committee

Monday, September 14, 2015, 1:30 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.

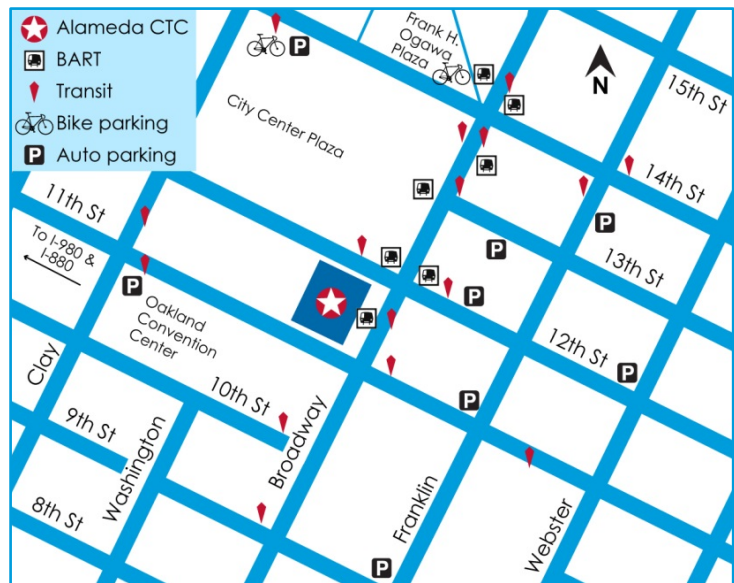
Glossary of Acronyms

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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Finance and Administration Committee Meeting Agenda Monday, September 14, 2015, 1:30 p.m.*

*Or immediately following the Programs and Projects Committee meeting

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Chair: Supervisor Richard Valle, Alameda County BOS
Vice Chair: Mayor Margaret Fujioka, City of Piedmont
Commissioners: Thomas Blalock, Peter Maass, Trish Spencer, Dan Kalb
Ex-Officio Members: Scott Haggerty, Rebecca Kaplan
Staff Liaison: Patricia Reavey
Executive Director: Arthur L. Dao
Clerk: Vanessa Lee

1. Pledge of Allegiance

2. Roll Call

3. Public Comment

4. Consent Calendar

Page A/I

4.1. [Approve the June 8, 2015 FAC Meeting Minutes](#)

1 A

Recommendation: Approve the June 8, 2015 FAC meeting minutes.

4.2. [Alameda CTC 2014 Annual Report](#)

5 A

Recommendation: Approve the Alameda CTC 2014 annual report.

5. Regular Matters

5.1. [FY2014-15 Year-End Investment Report](#)

27 A

Recommendation: Approve the FY2014-15 year-end investment report.

5.2. [FY2015-16 Community Advisory Committee Bylaws](#)

49 A

Recommendation: Approve the FY2015-16 Community Advisory Committee bylaws.

5.3. [Socially Responsible Investments](#)

97 I

5.4. [Revised Alameda CTC Organizational Structure for FY2015-16](#)

101 A

Recommendation: Approve the revised Alameda CTC organizational structure for FY2015-16.

6. Closed Session

6.1. Pursuant to Government Code Section 54957: Public Employee Performance Evaluation: Executive Director

A/I

6.2. Report on Closed Session

7. Committee Member Reports (Verbal)

8. Staff reports (Verbal)

9. Adjournment

Next Meeting: October 12, 2015

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



Finance and Administration Committee Meeting Minutes Monday, June 08, 2015, 1:30 p.m.

3.1

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1. Pledge of Allegiance

2. Roll Call

A roll call was conducted. All members were present.

3. Public Comment

There were no public comments.

4. Consent Calendar

4.1. May 11, 2015 FAC Meeting Minutes

Commissioner Kaplan moved to approve the Consent Calendar. Commissioner Spencer seconded the motion. The motion passed unanimously.

5. Regular Matters

5.1 Alameda CTC Proposed Consolidated Budget and Overall Work Program for FY2015-16

Patricia Reavey recommended that the Commission approve the Alameda CTC Proposed Consolidated Budget for FY2015-16 and receive the Overall Work Program for FY2015-16. She stated that the budget has not changed since May but staff has added a work plan for FY 15/16. The program provides a detailed analysis of how staff will deliver all programs with limited staff and resources. Patricia provided a brief overview of the OWP and stated that the document also serves as a communications document to keep the Commission informed of all staff activities, major deliverables and significant milestones.

Commissioner Fujioka asked what percent of the budget goes to salaries and benefits. Patricia stated that it is a very small percentage of the total budget and hasn't changed much since the agencies inception.

Commissioner Fujioka wanted more information on the new position that was added under the salaries and benefit portion of the budget. Patricia stated that one person was brought on was a senior accountant.

Commissioner Maass asked if the additional position listed in the budget is the same position that would most likely use the HRA amendment approved by the Commission last month. Patricia stated that the HRA amendment would most likely apply to the Deputy Director of Program and Projects position, which has not been advertised yet.

Commissioner Valle asked what funding for the Safe Routes to School program was used for and wanted more information on how funding can be used for capital investments. Tess stated that one part of the SR2S program is a site assessment which allows for the opportunity to address issues and possible capital investments options for a city in relation to the program.

Commissioner Kaplan moved to approve this item. Commissioner Spencer *seconded the motion. The motion passed unanimously.*

5.2. Alameda CTC FY2015-16 Community Advisory Committee Bylaws (ACTAC, BPAC, IWC, PAPCO)

Tess Lengyel recommended that the Commission approve the Alameda CTC FY2015-16 Community Advisory Committee Bylaws (ACTAC, BPAC, IWC, and PAPCO). She stated that approval of the bylaws formalizes the roles, structure, function and procedures for committee operations.

Commissioner Fujioka requested that language be added that the committee cannot take action on an item unless a quorum is confirmed. Tess stated that the requested language would be added.

Commissioner Maass wanted information on the different amounts of members on each committee and also wanted information on approval roles for each committee. Tess provided information on each committee's membership make-up and provided information on roles and responsibilities for each committee.

Commissioner Spencer wanted clarification on the qualification regarding the ability to read financial documents as stated in the IWC membership application. Patricia stated that the application outlines the requirements which could be a combination of training or experience. The applicant is required to self-identify if they met the requirement.

Commissioner Fujioka moved to approve this item. Commissioner Spencer seconded the motion. The motion passed unanimously.

6. Committee Member Reports (Verbal)

There were no committee reports.

7. Staff Reports

There were no staff reports.

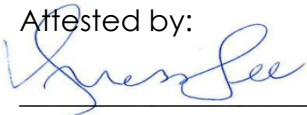
8. Adjournment/ Next Meeting

The next meeting is:

Date/Time: Monday, July 13, 2015 @1:30 p.m.

Location: Alameda CTC Offices, 1111 Broadway, Suite 800, Oakland, CA 94607

Attested by:



Vanessa Lee,
Clerk of the Commission

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Memorandum

4.2

1111 Broadway, Suite 800, Oakland, CA 94607

• 510.208.7400

• www.AlamedaCTC.org

DATE: September 8, 2015

SUBJECT: 2014 Alameda CTC Annual Report including the Vehicle Registration Fee Program

RECOMMENDATION: Receive the 2014 Alameda CTC Annual Report that includes reporting on the Vehicle Registration Fee Program.

Summary

Alameda CTC prepares an annual report each year, as required in the Public Utilities Code section 180111, on progress made to achieve the objective of improving transportation conditions related to priority highway operations and local transportation needs. The 2014 Annual Report (Attachment A) includes a message from Executive Director Arthur L. Dao, highlights key transportation programs and projects that Alameda CTC plans, funds, and delivers to foster a vibrant and livable Alameda County and financial information for FY2013-14.

Many of these transportation investments are funded largely through local, voter-approved Measure B sales tax dollars and local, voter-approved Vehicle Registration Fee (VRF) funds. The annual report includes financial information related to Measure B revenues and expenditures for the year ended June 30, 2014 as well as information related to the VRF Program, including revenues and expenditures through June 30, 2014 and the projected percentages of VRF funds programmed through June 30, 2015.

Fiscal Impact: There is no fiscal impact.

Attachments

A. 2014 Alameda CTC Annual Report

Staff Contact

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

[James O'Brien](#), Interim Deputy Director of Programming and Allocations

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A circular graphic with the text "Moving Alameda County" in the center. The text is white and set against a green circular background. This central circle is surrounded by a dark gray ring with a dashed yellow border. Outside this ring, various colorful icons are arranged in a circle, representing different modes of transportation and infrastructure. These include an airplane, a car, a bicycle, a building, a train, a bus, a person with a stroller, a person with a bicycle, a crane, a ship, a bridge, a person with a wheelchair, and a person with a stroller. The overall design is clean and modern, using a flat color style.

Alameda CTC



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.

Commissioners

Commission Chair
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Executive Director
Arthur L. Dao

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“Local transportation investments not only protect and improve the transportation system, but they have a far-reaching and positive impact on the local economy.”

— Alameda CTC Chair and Alameda County Supervisor Scott Haggerty

Message from the Director



November 4, 2014 was an historic day, when more than 70 percent of voters approved Measure BB, which will generate nearly \$8 billion over 30 years for essential

transportation improvements in every city throughout Alameda County. An economic analysis by the Bay Area Council Economic Institute reports that the 2014 Transportation Expenditure Plan will yield \$20 billion in economic activity in the Bay Area and 150,000 full-time equivalent jobs.

Also in 2014, Alameda CTC continued to plan, fund and deliver transportation projects and programs throughout the county — from completing the BART Oakland Airport Connector and providing congestion relief with express bus service grants, to funding affordable programs for youth such as Safe Routes to Schools, and programs for seniors and people with disabilities such as the North County Paratransit Program — all to get people where they're going, repair streets and highways, move goods, plan for growing demand, partner to improve transportation, stimulate the economy and create jobs.

Alameda CTC also invested in the future by continuing development of three multimodal plans — the Countywide Goods Movement Plan, the Countywide Multimodal Arterial Plan and the Countywide Transit Plan — that will inform the long-range 2016 Countywide Transportation Plan and the Regional Transportation Plan.

In addition, we initiated development of our first Comprehensive Investment Plan that identifies anticipated transportation funding to enhance and maintain Alameda County's transportation system from voter-approved, state, regional and federal funds programmed by Alameda CTC over a five-year horizon.

I am proud of Alameda CTC's accomplishments and am pleased to share highlights with you.

— Arthur L. Dao, Executive Director



Voters Approve Measure BB

Moving Alameda County Forward

In November 2014, more than 70.76 percent of voters approved the Measure BB sales tax for transportation and its 2014 Transportation Expenditure Plan (2014 Plan), which will provide \$8 billion in improvements to meet the growing demand for transportation in Alameda County.

Alameda CTC developed the 2014 Plan over a four-year period with extensive public engagement. The plan received unanimous approval by the Alameda County Board of Supervisors and all 14 of local city councils, and broad support from businesses, chambers of commerce, nonprofit organizations and community groups.

The 2014 Plan will:



Expand BART, bus and commuter rail for reliable, safe and fast services.



Keep fares affordable for seniors, youth and people with disabilities.



Provide traffic relief.



Improve air quality and provide clean transportation.



Create good jobs within Alameda County.

The 30-year plan includes strict accountability and performance measures, requires open and transparent public processes to allocate funds and requires annual independent audits, an independent watchdog committee and annual compliance reports.



70.76 percent of voters said yes to Measure BB



\$8B plan

supports
\$20B
economic activity

creating nearly
150,000
jobs

The 2014 Plan will fund essential transportation projects and programs in every city throughout Alameda County, which will result in more efficient transportation and better options for everyone.

About Alameda CTC

Alameda CTC is a joint powers authority that plans, funds and delivers transportation projects and programs throughout the county. Alameda CTC and its predecessors have collected sales tax revenues since April 1987.

A Commission composed of 22 elected officials representing all Alameda County supervisorial districts, local cities, AC Transit and BART governs Alameda CTC.

Commitment to excellence

Alameda CTC is transparent to the public and accountable to Alameda County voters. The agency has received 100 percent clean audits since the inception of Measure B. Our commitment to excellence includes:

- AAA credit rating in 2014 from Fitch Ratings and Standard & Poor's Rating Services.
- Certificate of Achievement for Excellence in Financial Reporting in 2014 for the Comprehensive Annual Financial Report.
- Independent Watchdog Committee that reviews expenditures and reports annually to the public.

Critical investments

Voters passed \$8 billion in Measure BB transportation improvements in 2014, the voter-approved Vehicle Registration Fee raises about \$11 million per year, and the 2000 Measure B will fund more than \$4 billion in improvements. In 2006, California voters also supported \$20 billion in transportation bond funds that reward counties that tax themselves for transportation.

Alameda CTC's main responsibilities are to plan for the future of transportation in Alameda County, serve as the county's congestion management agency, fund critical transportation programs that serve the public including youth, seniors and people with disabilities; and deliver innovative transportation projects that extend the life of aging infrastructure, protect the environment, improve transportation access for communities and businesses, and improve goods movement.



A vibrant Alameda County

Alameda CTC coordinates countywide transportation planning efforts; programs local, regional, state and federal funding; and delivers projects and programs including those approved by voters in Alameda County transportation expenditure plans. Our investments:

- ✓ Operate transit.
- ✓ Improve roads and freeways.
- ✓ Expand safety for walking and biking.
- ✓ Provide transportation choices for people of all ages and people with disabilities.
- ✓ Protect the environment.
- ✓ Enrich communities.

Transportation in Alameda County: The heart of the Bay Area

The extensive network of roads, rails, buses, trails and pathways carry millions of people each day to jobs, education, services and recreation. Alameda County's transportation system also moves goods and supports the economic engine of California, the U.S. and beyond.

The Port of Oakland, the nation's fifth busiest port, is the number one port for exporting U.S. fresh produce and is the freight hub for most of Northern California.

Growing demand for transportation

Alameda County has both the seventh largest sales tax collections and population in California. By 2040, Alameda County's population is expected to increase by 30 percent. This rapid growth will greatly affect the demand for transportation.

Reducing traffic congestion and improving travel options for commuters remain critically important to residents and businesses for economic vitality and livable communities.

37% of Bay Area workers travel to, from, or through Alameda County



99% of containerized cargo from Northern California passes through the Port of Oakland



Transportation in Alameda County has national reach



Getting There

Alameda CTC funds public transit and paratransit programs that get people where they need to go, including AC Transit, BART, Union City Transit and Wheels. Measure B transportation sales tax distributions to cities and transit agencies fund transportation services for youth and adults, seniors and people with disabilities.



Congestion Relief with Express Bus Grants

The Livermore Amador Valley Transportation Authority (LAVTA) was awarded \$2 million in grant funds to enhance operations and express bus services. Over the two-year grant period, LAVTA anticipates transporting approximately 2 million passengers to destinations and transit hubs throughout the Tri-Valley Area — contributing to fewer vehicles on the roadways and providing considerable congestion relief on the I-580 Corridor and local roadways.

20% of all public transit boardings in the Bay Area are in Alameda County



34% of all BART boardings originate in Alameda County

Countywide Transit Plan

In 2014, Alameda CTC began to develop a Countywide Transit Plan that will promote a connected and more effective transit system and consider the economic, environmental and land use issues related to transit. It will also provide a plan for paratransit. Alameda CTC is gathering input from the public in 2015, and the plan will be available in 2016.

New North County Paratransit Program

In an effort to establish volunteer driver programs in North County, Alameda CTC awarded Measure B funds to the nonprofit organization Senior Helpline Services for its Rides for Seniors Program. As of March 2014, the rapidly growing program had registered approximately 40 volunteer drivers and 31 clients, and provided an average of 60 monthly rides to isolated seniors and other homebound individuals in North County.

Excellence in Motion Award



In October 2014, Alameda CTC's Paratransit Coordinator Naomi Armenta received the Doris W. Kahn Accessible Transportation Award from

the Metropolitan Transportation Commission for her commitment to providing access to quality transportation options for seniors and people with disabilities.

Connecting People

Alameda CTC funds a variety of transportation projects and programs that move people to work, school, services and activities.

To school

Safe Routes to Schools (SR2S)

Program: More than 100 schools throughout Alameda County participate in SR2S, which encourages students to walk, bike, take transit or carpool to school, thereby reducing their risk of obesity and reducing traffic in surrounding areas.



BikeMobile: Since 2012, the BikeMobile and its bicycle mechanic staff have been visiting hundreds of schools and community events to encourage safely riding bikes to school with free, hands-on bicycle repair and bicycle safety training.

To work

BART Oakland Airport

Connector: In November 2014, the BART Oakland Airport Connector began providing a convenient transit connection from BART to the Oakland International Airport.



Guaranteed Ride Home (GRH)

Program: Free to anyone who works in Alameda County, this program guarantees commuters a ride home from work if they have an emergency and have made the effort to avoid commuting alone by car.



To services and activities

Access Alameda: This program makes traveling in Alameda County and throughout the Bay Area easier for seniors and people with disabilities. It provides the best options according to where people live, travel to and their age and ability to use public transit.

Piedmont's First Pedestrian and Bicycle Master Plan: In 2014, Piedmont collaborated with community members to develop its first Pedestrian and Bicycle Master Plan funded by Measure B grant funds that will make walking and biking in the city safe, accessible and convenient.

Moving people
to work, school,
services and
activities



Repairing Streets and Highways

Local funding distributed by Alameda CTC to the 14 cities in Alameda County and the county improves our roads and provides safe sidewalks for pedestrians and bike paths for bicyclists. Funding for capital projects improves highways and reduces traffic.

Local Streets and Roads

Program: One year of Measure B funding typically results in millions of square feet of street repairs to prolong the life of existing roadways, new sidewalks and ramps throughout the county, and completion of segments of multiuse paths and trails.



3,600 centerline miles of roadways in Alameda County provide access to housing, jobs, education and transit

40 miles of bikeways implemented in one year increase safety for cyclists

I-Bond Highway Program:

Alameda CTC secured \$420 million in Prop 1B Bond funds, using Measure B funding programmed to existing projects, toward the delivery of \$800 million in highway projects collectively termed as the I-Bond Highway Program. All Alameda CTC I-Bond projects are in construction or complete.

I-880 North Safety and Operational Improvements at 23rd and 29th Avenues:

This project in Oakland was the final I-bond project to be awarded in April 2014. Construction activities began in July 2014 and will continue

through spring of 2018. Stage 1 is focused on construction of a soundwall on I-880 between 29th and 26th Avenues in the northbound direction.

I-680 Sunol Northbound Express

Lane: A carpool/express lane in the northbound direction on I-680 will go from south of SR 237 to north of SR 84 (approximately 15 miles), within Santa Clara and Alameda Counties. A draft Environmental Impact Report/Environmental Assessment was released for public circulation in November 2014, and the final environmental approval occurred in 2015.

Moving Goods and People

Alameda County is a gateway to the world for goods movement. Our transit operators move millions of workers and residents to, through and beyond the county, supporting economic growth.

Alameda CTC began development of two multimodal plans in 2014 that will improve the movement of goods and people and maximize the roadway network capacity.

Countywide Goods Movement Collaborative and Plan

Alameda CTC has created a Goods Movement Collaborative to engage local interest groups, including public and private organizations, economic development agencies and environmental, health and community groups. The Countywide Goods Movement Plan will outline a long-range strategy for how to move goods efficiently, reliably and sustainably within, to, from and through Alameda County by roads, rail, air and water.

Major Bay Area economic drivers

Goods movement supports a strong economy and provides residents and businesses with the products they need.



50% of regional economic output is from goods movement industries

32% of regional jobs provide diverse employment opportunities in goods movement

1 million people were employed in these jobs in the Bay Area region in 2012

Countywide Multimodal Arterial Plan

Alameda CTC is leading the development of a Countywide Multimodal Arterial Plan to identify short- and long-term strategies to improve connectivity, safety and overall mobility of the countywide arterial system for all users. It will support many transportation modes such as bicycles, pedestrians, cars, transit, freight trucks and emergency vehicles.

Rising demand for arterial roadways

- Alameda CTC has a growing population, and the demand for goods and services is rising.
- A variety of users, including cars, public transit, bikes and trucks are competing for access to the same arterial roads.
- Roadways must support additional community growth, jobs and housing.

Two new multimodal Plans will improve the movement of goods and people



Planning for Growing Demand

Recent figures released by the California Department of Finance ranked Santa Clara and Alameda County as the two fastest-growing counties in California.

Congestion Management Program

To meet this growing demand on the transportation system, Alameda CTC's Congestion Management Program for Alameda County includes strategies to assess, monitor and improve the performance of the county's multimodal transportation system; address congestion; and ultimately protect the environment with strategies to help reduce greenhouse gas emissions.

Countywide Transportation Plan

In 2014, Alameda CTC began to prepare for the update to the 2012 Countywide Transportation Plan, a long-range plan that guides transportation funding decisions for Alameda County's multimodal transportation system for the next 25 years. Every four years, the agency updates the plan, which supports the Regional Transportation Plan and establishes a vision for the future.

Comprehensive Investment Plan

Also in 2014, Alameda CTC began development of its first Comprehensive Investment Plan, which establishes a list of short-range priority transportation improvements to enhance and maintain Alameda County's transportation system. The plan identifies anticipated transportation funding from voter-approved, state, regional and federal funds programmed by Alameda CTC over a five-year horizon and strategically matches these funding sources to targeted transportation priorities in Alameda County.

Alameda
County is one of
two fastest growing
counties
in California



Partnering to Improve Transportation



Partnerships create results

Alameda CTC has forged local, regional, statewide and federal partnerships to develop strategic policies that increase funding for transportation, establish legislation and prioritize investments to advance project delivery. These partnerships result in:

- ✓ **Job creation** through contracts with local firms.
- ✓ **Mobility** for all people, goods and services.
- ✓ **Technological innovation** to decrease travel time, reduce congestion and improve safety.
- ✓ **Community vitality** by leveraging resources to attract more funding.
- ✓ **Sustainability** to support greenhouse gas reduction mandates.
- ✓ **Accountability** with transparent public processes and annual reporting.

Legislative Program

Alameda CTC also partners at local, regional, state and federal levels to improve transportation by closely working together on policies, funding and legislation. Each year, Alameda CTC adopts a legislative program to provide direction for its legislative and policy activities for the year. The legislative program establishes funding, regulatory and administrative principles to guide Alameda CTC's legislative advocacy.

In 2014, Alameda CTC's legislative program had the following six priorities:

- Transportation funding
- Project delivery
- Multimodal transportation and land use

- Climate change
- Goods movement
- Partnerships

2014 key legislation that supports Alameda CTC activities includes:

Assembly Bill 1811 (Buchanan), high occupancy vehicle (HOV) lanes in Alameda County gives Alameda CTC the ability to conduct, administer and operate a value-pricing HOV program, and will be used for the new I-580 Express Lanes opening in fall 2015.

Assembly Bill 210 (Wieckowski), an act to amend Sections 7291 and 7292 of the Revenue and Taxation Code, relating to taxation, which allowed Alameda CTC to increase the tax rate cap to place Measure BB on the ballot.



Stimulating the Economy

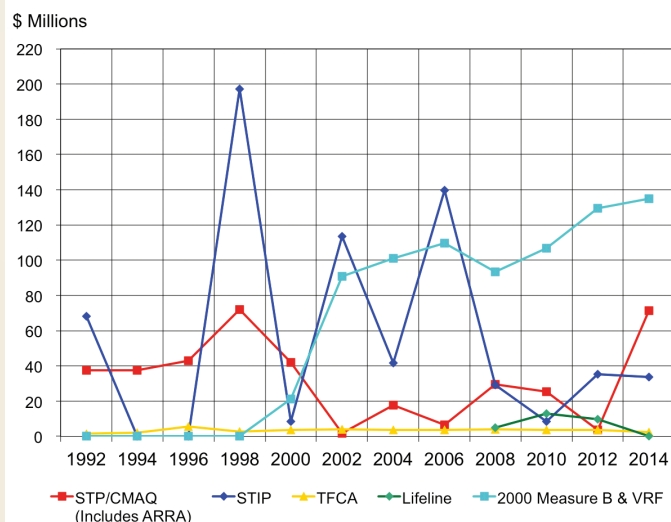
Residents, businesses and the local economy depend on a solid transportation system. An economic analysis “In the Fast Lane: Improving Reliability, Stabilizing Local Funding, and Enabling the Future of the Transportation Systems in Alameda County” by the Bay Area Council Economic Institute reports that the 2014 Transportation Expenditure Plan will yield \$20 billion in total economic activity in the Bay Area and 150,000 full-time equivalent jobs. These jobs will be in the construction; transit operations and maintenance; professional, scientific and technical services; and manufacturing.

In addition, the other local transportation funds that Alameda CTC

manages — Measure B and the Vehicle Registration Fee Program — also fund transportation projects and programs that stimulate the economy.

Investing in projects and programs

While Alameda CTC’s Comprehensive Investment Plan includes a two-year allocation plan and five-year investment plan, Alameda CTC’s Overall Work Program for fiscal year 2014-15 was developed concurrently with the FY2014-15 budget and led the agency’s workflow activities in core functions to meet its strategic goals and objectives to plan, fund and deliver transportation projects and programs.



Local transportation sales taxes are reliable funding sources that continue to exceed regional, state and federal funding levels.

The 2014 voter-approved measure will double existing local transportation funds in Alameda County.

Oakland Broadway Shuttle funded by Vehicle Registration Fees

Launched in July 2010, the City of Oakland’s Broadway “B” shuttle provides free transportation service to and from downtown Oakland to Jack London Square.



The B offers transit connections to BART, ferry terminals, the Amtrak Capitol Corridor and local bus routes. The City of Oakland was awarded \$352,000 through Alameda CTC’s Vehicle Registration Fee Transit grant program and \$723,000 in Lifeline Transportation funds for shuttle operations.

Since the start of VRF-funded operations in 2013, the shuttle averages 750,000 passenger trips that support congestion relief in the area. Passenger trips are expected to grow with extended service to 10 p.m. Monday through Friday, which began December 2014 to address the increasing transportation need in Oakland.

Creating Jobs

Alameda County has one of the most diverse employment bases in the Bay Area. It's a center for manufacturing, technology, education and health care. Measure BB is expected to create nearly 150,000 jobs, yet Alameda CTC has already created thousands of jobs through its Local Business Contract Equity Program (LBCE) and by funding capital transportation projects.

Local Business Contract Equity Program

This program encourages business to locate and remain in Alameda County, to employ residents of Alameda County and to spend Measure B funds for goods and services with local Alameda County businesses. In fiscal year 2013-14, Alameda CTC exceeded its 70 percent Local Business Enterprises goals for professional and administrative services. Alameda CTC has funded more than \$837.5 million in contracts for Alameda County businesses since 2000.

\$837.5 million in contracts for Alameda County local businesses funded by Alameda CTC since 2000

150,000 new jobs from \$8 billion plan passed by voters in 2014



Major capital projects create jobs

BART Warm Springs Extension:

Over five miles of new BART tracks will be built from the existing Fremont Station south to a new station in the Warm Springs district of Fremont. Construction activities began in 2009 and have created hundreds of jobs since then. In 2014, work on the design-build line, track, station and systems (LTSS) contract continued and, the project is expected to open in late 2015.

Route 84 Expressway North Segment:

Construction of this 1.6-mile north segment widening project from Concannon Boulevard to Jack London Boulevard from two lanes to four lanes and from four lanes to six lanes was complete in June 2014, and the new lanes opened last summer. The project was designed to improve capacity and local traffic circulation, ease congestion and provide increased safety in the area for pedestrian and bicycle access. Construction began in August 2015 on the south 2.4-mile segment that will widen State Route 84

at Isabel Avenue from Ruby Hill Drive to Concannon Boulevard from two to four lanes.

I-580 Express Lanes: Designated lanes in the Tri-Valley corridor are toll-free through Dublin, Pleasanton and Livermore for carpools, vanpools, motorcycles, buses and eligible clean-air vehicles. Solo drivers can choose to pay a toll. Construction work began in June 2014 and is currently underway, as are education and outreach efforts. The new facility is scheduled to open to the public in late 2015.

I-80 Smart Corridor Project:

The I-80 Smart Corridor is one of the most comprehensive intelligent transportation systems in the state. Its network of integrated electronic signs, ramp meters and other state-of-the-art elements between the Carquinez Bridge and the Bay Bridge will enhance motorist safety, improve travel time reliability and reduce accidents and associated congestion. The project broke ground in fall 2012 and is anticipated to be operational in late 2015.



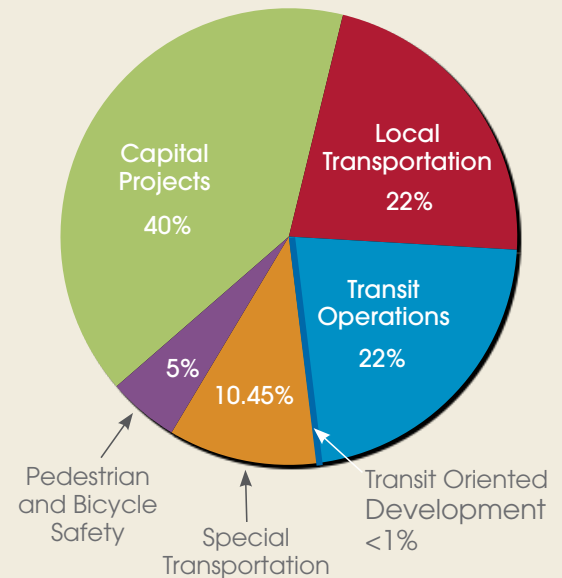
Investing in Our Future

Alameda CTC manages and distributes local Measure B, Measure BB and Vehicle Registration Fee (VRF) funds as well as administers regional, state and federal funds. This funding stream allows Alameda County, the cities and transit operators to make progress on their transportation priorities.

The financial information for this annual report covers the period of July 1, 2013 through June 30, 2013.

Measure B 2002-2022 Funds

Alameda CTC directly distributes approximately 60 percent of Measure B sales tax funds, net of administrative funding, to the 14 cities and unincorporated areas in Alameda County and transit operators on a monthly basis. The remaining approximately 40 percent, net of administrative funding, supports capital



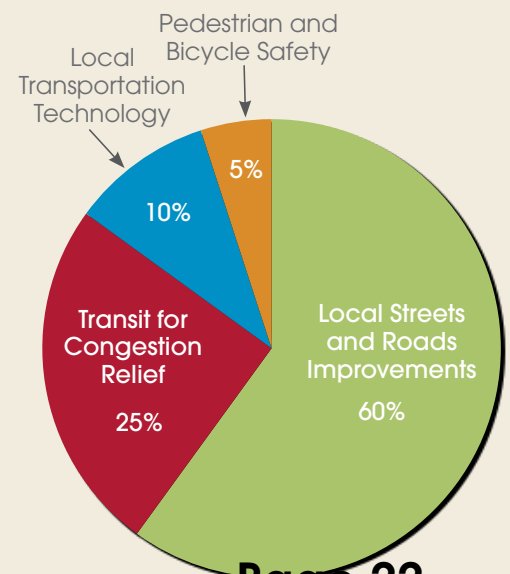
“Alameda CTC continues to invest in transportation projects and programs that make it easier to get to work, school and housing and that improve the quality of life for residents of Alameda County. These investments support a vibrant, livable Alameda County — and they create and sustain jobs and contribute to economic growth.” — Patricia Reavey, Alameda CTC Director of Finance

Measure B and VRF financials appear on the following pages. Because Measure BB collections did not begin until April 2015, Measure BB financials will appear in the 2015 Alameda CTC Annual Report.

Annual independent audits are performed to ensure accountability and transparency. Since the beginning of the county's sales tax program, 100 percent of the audits have been unqualified, or “clean.”

Vehicle Registration Fee Funds

A \$10 Vehicle Registration Fee passed by voters in 2010 (Senate Bill 83) provides more than \$10 million annually for local transportation improvements throughout Alameda County.



Alameda County Transportation Commission Governmental Funds

STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES FOR
THE YEAR ENDED JUNE 30, 2014

	General Fund	ACTIA Special Revenue Fund	ACTIA Capital Projects Fund	ACTA Capital Projects Fund	ACCOMA Capital Projects Fund	Nonmajor Governmental Funds	Inter-Fund Eliminations	Total Governmental Funds
REVENUES								
Sales tax	\$5,719,315	\$72,704,574	\$48,672,011	\$-	\$-	\$-	\$-	\$127,095,900
Project revenue	5,244,880	1,359,459	11,690,259	-	26,194,713	7,510,793	(16,923,904)	35,076,200
Member agency fees	1,394,821	-	-	-	-	-	-	1,394,821
Vehicle registration fees	-	-	-	-	-	12,669,464	-	12,669,464
Investment income	62,498	15,455	158,892	441,332	523	77,215	-	755,915
Other income	402,133	19,488	-	696,373	-	108,108	(288,764)	937,338
Total Revenues	12,823,647	74,098,976	60,521,162	1,137,705	26,195,236	20,365,580	(17,212,668)	177,929,638
EXPENDITURES								
Administrative								
Salaries and benefits	3,002,501	179,198	108,872	259,012	307,889	358,278	-	4,215,750
Office rent	934,351	-	-	133,479	-	-	-	1,067,830
Professional services	1,295,972	603,373	-	237,196	-	191,593	-	2,328,134
Planning and programming	2,603,119	-	-	-	-	-	-	2,603,119
Bond Issuance Costs	-	-	592,542	-	-	-	-	592,542
Other	1,973,958	49,642	2,512	140,749	-	109,102	(424,671)	1,851,292
Transportation improvements								
Highways and streets	-	-	18,974,479	11,012,355	-	-	(11,207,227)	18,779,607
Public transit	-	38,833,749	74,680,954	-	-	-	(1,242,773)	112,271,930
Local transportation	-	32,927,157	2,303,133	-	-	-	(687,386)	34,542,904
Congestion management	-	-	-	-	-	13,820,192	(3,650,611)	35,422,286
					25,252,705			
Total Expenditures	9,809,901	72,593,119	96,662,492	11,782,791	25,560,594	14,479,165	(17,212,668)	213,675,394
OTHER FINANCING SOURCES								
Other sources	-	-	137,145,000	-	-	20,335,856	-	157,480,856
Transfer In	634,642	-	-	-	-	-	(634,642)	-
Transfer out	-	-	-	-	(634,642)	-	634,642	-
Total Other Financing Sources	634,642	-	137,145,000	-	(634,642)	20,335,856	-	157,480,856
NET CHANGE IN FUND BALANCES	3,648,388	1,505,857	101,003,670	(10,645,086)	-	26,222,271	-	121,735,100
Fund Balance - Beginning	20,357,986	9,131,614	46,574,170	128,486,056	-	14,643,033	-	219,192,859
Fund Balance - Ending	\$24,006,374	\$10,637,471	\$147,577,840	\$117,840,970	\$-	\$40,865,304	\$-	\$340,927,959

Investing in Our Future

The Vehicle Registration Fee Program is funded through a \$10 vehicle registration fee and used for local transportation improvements throughout Alameda County. The goal of this program is to support transportation investments in a way that sustains the county's transportation network and reduces traffic congestion and vehicle-related pollution. The VRF Program is part of an overall strategy to develop a balanced and strategic program that improves transportation in Alameda County.

The VRF Program began collecting funds in spring 2011. Through June 2014, Alameda CTC was projected to collect \$47.5 million, including \$12.0 million anticipated in FY2014-15. The administration of the program is limited to no more than 5 percent of the funds collected, representing \$2.5 million. The net revenue funds are used for the types of projects in the following table.



VRF Programs	Percent Distribution	Revenue to Date (x \$1 M)	Expenditures to Date (x \$1 M)	Committed, Not Yet Expended (x \$1 M)
Local Road Improvement and Repair Program	60%	\$28.47	\$28.47	
Transit for Congestion Relief Program	25%	\$11.86	\$0.08	\$11.76
Local Transportation Technology Program	10%	\$4.75	\$4.75	0
Pedestrian and Bicyclist Access and Safety Program	5%	\$2.37	0	\$2.37
Total	100%	\$47.45	\$33.3	\$14.13



The VRF Program calls for funds to be distributed among the four geographical sub-areas of the county in an equitable manner.

The Local Road Improvement and Repair Program and Local Transportation Technology Program are administered by formula as direct local distribution programs to local agencies, which use the funds from these programs on an annual basis to improve local streets and roads (street resurfacing and maintenance, signal work and bicycle and pedestrian crossing improvements in the 14 cities and the county) and to support ongoing Smart Corridor operations (corridor operations, maintenance and repair).

The Transit for Congestion Relief Program and Pedestrian and Bicyclist Access and Safety Program are programmed on a competitive basis. Through the FY2012-13 Coordinated Call for Projects, VRF funds were leveraged with federal

and Measure B funding to selected projects. Alameda CTC leveraged over \$50 million of federal and Measure B funds with VRF Program funds to implement the following improvements.

VRF Program Improvements

BART station improvements:

- Berkeley (\$3.7 million)
- Union City (\$5.7 million)

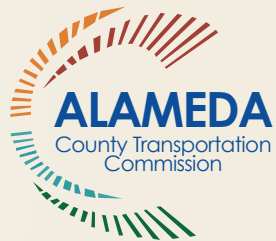
Transit operations:

- Estuary Crossing Shuttle (\$0.2 million)
- Broadway Shuttle (\$0.35 million)

Bicycle/pedestrian improvements:

- Christie Avenue Bay Trail Gap Closure (\$0.5 million)
- Gilman Street to Buchanan Street Bay Trail Gap Closure (\$1.0 million)

VRF Programming	Alameda County Planning Areas			
	PA1: North	PA2: Central	PA3: South	PA4: East
VRF Programmed to Date	43.93%	19.83%	26.86%	9.37%
VRF Equity Formula	37.93%	25.30%	22.05%	14.72%





Memorandum

5.1

1111 Broadway, Suite 800, Oakland, CA 94607

• PH: (510) 208-7400

• www.AlamedaCTC.org

DATE: September 8, 2015

SUBJECT: Alameda CTC FY2014-15 Year-End Investment Report

RECOMMENDATION: Approve the Alameda CTC FY2014-15 Year-End Investment Report.

Summary

The Year-End Investment Report (Attachment A) provides balance and average return on investment information for all cash and investments held by the Alameda CTC as of June 30, 2015. The report also shows balances as of June 30, 2014 for comparison purposes. The *Portfolio Review for Quarter Ending June 30, 2015* (Attachment B) prepared by GenSpring Family Offices provides a review and outlook of current market conditions, an investment strategy to maximize return without compromising safety and liquidity, and an overview of the strategy used to develop the bond proceeds portfolio. Alameda CTC investments are in compliance with the adopted investment policy as of June 30, 2015. Alameda CTC has sufficient cash flow to meet expenditure requirements over the next six months.

Activity

The following are key highlights of cash and investment information as of June 30, 2015:

- As of June 30, 2015, total cash and investments held by the Alameda CTC was \$359.1 million with bond proceeds accounting for \$41.4 million or 11.5% of the total.
- The 1986 Measure B investment balance decreased \$0.6 million or 0.4% from the prior year-end balance due to capital projects expenditures. The 2000 Measure B investment balance decreased \$41.8 million or 18.1% also due to capital project expenditures. The 2014 Measure BB investment balance increased \$3.4 million as the first sales tax funds for Measure BB were received in late June. The ACCMA investment balance increased \$5.8 million or 15.6% primarily due to funds received from Measure B for an internal CMA TIP exchange agreement.
- All investments are marked to market value per GASB 31 requirements.

- Investment yields have increased slightly with the average return on investments for fiscal year 2014-15 at 0.29% compared to the prior year's average return of 0.27%. Return on investments were projected for the FY2014-15 budget year at varying rates ranging from 0.3% - 0.5% depending on investment type.

Fiscal Impact

There is no fiscal impact.

Attachments

- A. Consolidated Investment Report as of June 30, 2015
- B. Portfolio Review for Quarter Ending June 30, 2015 (provided by GenSpring Family Offices)
- C. Fixed Income Portfolio and CDARS Investment Statements as of June 30, 2015

Staff Contact

[Patricia Reavey](#), Director of Finance

[Lily Balinton](#), Accounting Manager

Alameda CTC Consolidated Investment Report As of June 30, 2015							
1986 Measure B	Un-Audited	Interest Earned				FY 2013-2014	
	Investment Balance	As of June 30, 2015				Investment Balance	Interest earned
		Interest earned	Approx. ROI	Budget	Difference	June 30, 2014	FY 2013-2014
Bank Accounts	\$ 4,284,902	\$ 6,361	0.15%			\$ 454,248	6
State Treasurer Pool (LAIF) ⁽⁴⁾	7,952,459	76,005	0.96%			38,065,337	109,227
Investment Advisor ^{(1) (4)}	101,892,376	324,906	0.32%			76,167,922	361,564
Loan to ACCMA	10,000,000	-	-			10,000,000	-
1986 Measure B Total	\$ 124,129,737	\$ 407,272	0.33%	\$ 435,000	\$ (27,728)	\$ 124,687,507	\$ 470,798
						Approx. ROI	0.38%
2000 Measure B	Un-Audited	Interest Earned				FY 2013-2014	
	Investment Balance	As of June 30, 2015				Investment Balance	Interest earned
		Interest earned	Approx. ROI	Budget	Difference	June 30, 2014	FY 2013-2014
Bank Accounts	\$ 7,414,099	\$ 17,509	0.24%			\$ 6,352,690	\$ 175
State Treasurer Pool (LAIF) ⁽⁴⁾	22,295,450	98,851	0.44%			49,952,725	104,001
Investment Advisor ^{(1) (4)}	108,995,678	204,996	0.19%			57,375,116	94,181
2014 Series A Bond Project Fund ⁽⁴⁾	26,626,956	75,574	0.28%			96,425,107	56,107
2014 Series A Bond Interest Fund ⁽⁴⁾	14,777,250	118,379	0.80%			20,294,121	43,396
Project Deferred Revenue ⁽²⁾	8,515,433	14,122	0.17%			-	-
2000 Measure B Total	\$ 188,624,867	\$ 529,431	0.28%	\$ 430,000	\$ 99,431	\$ 230,399,758	\$ 297,861
						Approx. ROI	0.22%
2014 Measure BB	Un-Audited	Interest Earned				FY 2013-2014	
	Investment Balance	0.00%				Investment Balance	Interest earned
		Interest earned	Approx. ROI	Budget	Difference	June 30, 2014	FY 2013-2014
Bank Accounts	\$ 3,448,809	\$ 102	0.00%			N/A	N/A
2014 Measure BB Total	\$ 3,448,809	\$ 102	0.00%	\$ -	\$ 102	\$ -	\$ -
						Approx. ROI	N/A
ACCMA	Un-Audited	Interest Earned				FY 2013-2014	
	Investment Balance	As of June 30, 2015				Investment Balance	Interest earned
		Interest earned	Approx. ROI	Budget	Difference	June 30, 2014	FY 2013-2014
Bank Accounts	\$ 16,560,969	\$ 9,590	0.06%			\$ 2,582,126	\$ -
State Treasurer Pool (LAIF) ⁽⁴⁾	20,393,707	58,725	0.29%			29,067,965	49,920
Project Deferred Revenue ^{(3) (4)}	15,916,434	45,316	0.28%			15,444,536	36,129
Loan from ACTA	(10,000,000)	-	-			(10,000,000)	-
ACCMA Total	\$ 42,871,110	\$ 113,632	0.27%	\$ -	\$ 113,632	\$ 37,094,627	\$ 86,049
						Approx. ROI	0.23%
Alameda CTC TOTAL	\$ 359,074,523	\$ 1,050,438	0.29%	\$ 865,000	\$ 185,438	\$ 392,181,892	\$ 854,707

Notes:

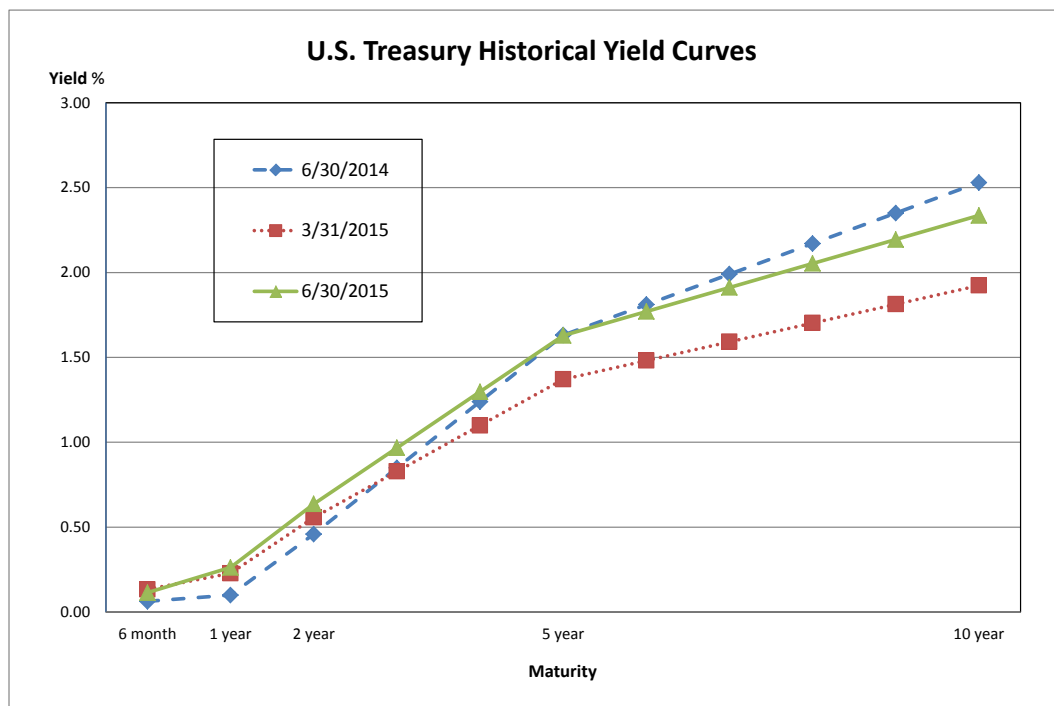
- (1) See attachments for detail of investment holdings managed by Investment Advisor.
- (2) Project funds in deferred revenue are invested in LAIF with interest accruing back to the respective fund which includes TVTC funds.
- (3) Project funds in deferred revenue are invested in LAIF with interest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

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Alameda County Transportation Commission Portfolio Review for the Quarter Ending June 30, 2015

Fixed Income Market Review and Outlook

Interest rates rose in the second quarter of the year as a rebound in economic activity and a continuation of the firming in the labor market left the Federal Reserve on track to raise the Federal Funds Rate by early next year, at the latest. The increase in interest rates was felt most acutely in securities with longer maturities as a rise in global sovereign bond yields provided cover for U.S. rates to drift higher. If not for Greece's inability to reach a deal with its creditors at the very end of the quarter, interest rates would have risen even more.



Source: Bloomberg Finance LP

The bond market continues to be driven primarily by expectations surrounding when the Fed is likely to raise interest rates and demand from international investors seeking higher yields than those available to them locally. Going forward, we expect to see a continued rebound in economic activity and continued firming in the labor market. This leaves us with the expectation of a Fed rate hike towards the end of the year but also with the expectation for an unusually gradual pace of tightening. The still significant

differentials between interest rates here in the United States (higher) and in the other developed safe haven markets (lower) along with the continued strength in the U.S. dollar give us comfort that we are unlikely to see any significant spikes in interest rates for the foreseeable future.

The one wild card in our outlook is Greece. In the last days of the quarter, the government of Greece failed to reach a compromise with its creditors over extending its lines of credit, missed a payment to the IMF, closed its banks for a week, and called for a referendum on whether or not Greece (in essence) should accept additional austerity measures in order to stay within the European Union. The state of affairs in Greece is very complicated and highly uncertain and any forecasts are speculative at best. What we can say is that the situation has reached a breaking point and the next few weeks will be telling as to how things will evolve. We may be in for a period of increased volatility before the markets move past this *crisis du jour*. It is important to remember, however, that Greece represents less than 1/3 of 1% of world GDP and any economic fallout is likely to be limited.

Strategy

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

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

For the time being, we are recommending any surplus cash flows from maturing issues be rolled over into LAIF. As opportunities present themselves we will be strategically placing investments where we believe they can provide a higher return than LAIF. Such an opportunity presented itself earlier in the quarter on the back of a strong employment report. We were able to take advantage of the opportunity to the benefit of the portfolios.

As of the end of the quarter, the consolidated Alameda CTC ACTA/ACTIA portfolio consisted of 49.4% US Government Agency securities, 27.5% US Treasury securities, 21.6% High Grade Corporate Bonds, 0% Certificates of Deposit, 1.4% Commercial Paper and 0.1% of cash and cash equivalents.

Compliance with Investment Policy Statement

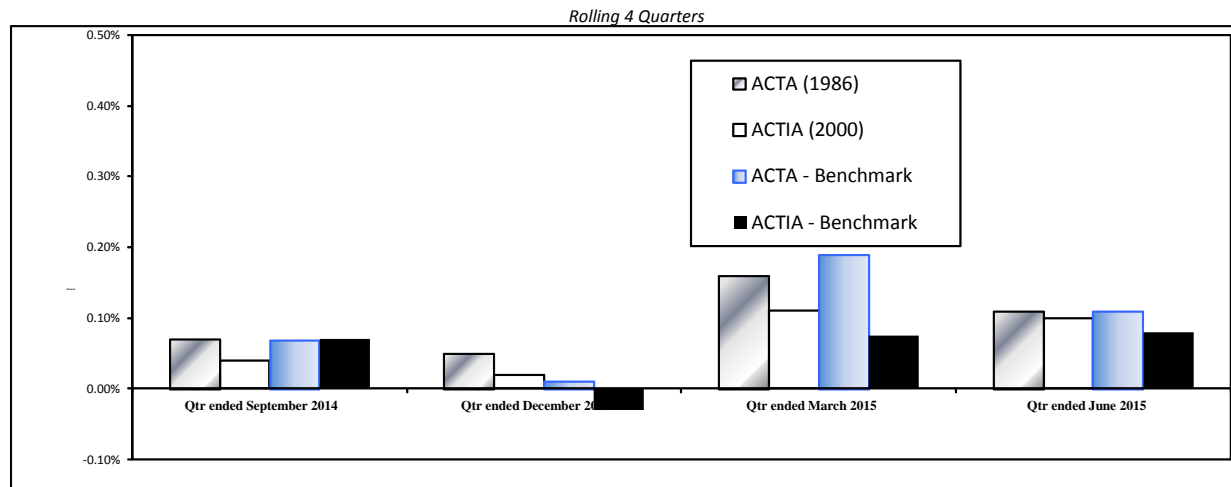
For the quarter ending June 30, 2015, the Alameda CTC portfolio was in compliance with the adopted investment policy statement.

Budget Impact

The portfolio's performance is reported on a total economic return basis. This method includes the coupon interest, amortization of discounts and premiums, capital gains and losses and price changes (i.e., unrealized gains and losses) but does not include the deduction of management fees. For the quarter ending June 30, the ACTA (1986 Measure B) portfolio returned **0.11%**. This compares to the benchmark return of **0.11%**. For the quarter ending June 30, the ACTIA (2000 Measure B) portfolio returned **0.10%**. This compares to the benchmark return of **0.08%**. The exhibit below shows the performance of the Alameda CTC's portfolios relative to their respective benchmarks.

The portfolio's yield to maturity, the return the portfolio will earn in the future if all securities are held to maturity is also reported. This calculation is based on the current market value of the portfolio including unrealized gains and losses. For the quarter ending June 30, the ACTA (1986 Measure B) portfolio's yield to maturity or call was **0.52%**. The benchmark's yield to maturity was **0.31%**. For the quarter ending June 30, the ACTIA (2000 Measure B) portfolio's yield to maturity or call was **0.48%**. The benchmark's yield to maturity was **0.17%**.

Quarterly Review - Account vs. Benchmark



Trailing 12 Months	Jul-14	Aug-14	Sep-14	Oct-14	Nov-14	Dec-14	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	Trailing 12 Months
MONTHLY PERFORMANCE DATA													
Alameda ACTA (1986)	0.00%	0.06%	0.01%	0.06%	0.07%	-0.08%	0.11%	-0.01%	0.06%	0.05%	0.02%	0.04%	0.39%
Alameda ACTIA (2000)	0.00%	0.04%	0.00%	0.02%	0.05%	-0.05%	0.08%	0.01%	0.03%	0.05%	0.03%	0.02%	0.28%
Benchmark - ACTA ¹	-0.01%	0.07%	0.00%	0.08%	0.04%	-0.11%	0.19%	-0.07%	0.07%	0.06%	0.03%	0.02%	0.37%
Benchmark - ACTIA ²	0.01%	0.04%	0.02%	0.01%	0.01%	-0.04%	0.07%	-0.01%	0.01%	0.05%	0.02%	0.01%	0.20%

Note: This data contains performance prior to July 1, 2014 which was generated by SunTrust Bank. From July 1, 2014 performance was generated by GenSpring Family Offices. Past performance is not an indication of future results. Performance is presented prior to the deduction of investment management fees.

¹ ACTA Benchmark is a customized benchmark comprised of 25% ML 1 -3 year Tsy index, 25% ML 6mo. Tsy index and 50% ML 1 year Tsy index

² ACTIA Benchmark is currently a customized benchmark comprised of 50% ML 6mo. Tsy index and 50% ML 1 year Tsy index. Prior to March 1, 2014 the Benchmark was comprised of 100% ML 6mo. Tsy index

Bond Proceeds Portfolios

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

As of June 30, 2015, \$82,440,864.93 had been distributed from the Project Fund and \$5,653,838.75 had been distributed from the Interest Fund. The quarter end values of the Interest and Project Funds, including unrealized gains and losses, were \$14,844,272.64 and \$26,635,205.94 respectively.

The portfolios were invested by buying allowable high grade fixed income securities whose maturities matched the anticipated cash outlays. As of June 30, 2015 the average life of the cash flows for the Interest Fund was roughly **1.2** years while the average life of the cash flows of the Project Fund was anticipated to be approximately **1.4** month.

One way to measure the anticipated return of the portfolios is their *yield to maturity*. This is the return the portfolio will earn in the future if all securities are held to maturity. This calculation is based on the current market value of the portfolio. For the quarter ending June 30, the Interest Fund portfolio's yield to maturity was **0.53%** and the Project Fund portfolio's yield to maturity was **0.08%**. By comparison, an investment in a U.S. Treasury note of comparable average maturity at the end of the quarter would yield **0.39%** and **0.00%** respectively.

Another method of measuring the portfolio's yield to maturity is the yield of the portfolio at cost. This calculation is based on the value of the portfolio at cost and does not include any unrealized gains or losses as part of its computation. As of the end of the quarter the Interest Fund portfolio's rate of return on investments, at cost, was **0.64%** and the Project Fund portfolio's rate of return on investments, at cost, was **0.11%**.

For the quarter ending June 30, 2015, the Alameda CTC Series 2014 Bonds Interest Fund and Project Fund portfolios were invested in compliance with the Bond Indenture dated February 1, 2014.

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FIXED INCOME PORTFOLIO
Alameda County Transportation Commission
ACTA 1986 Measure B
Account # N001
June 30, 2015

Quantity	Security Symbol	Security	Moody	S & P	Unit Cost	Total Cost	Price	Market Value	Accrued Interest	Total Market Value	Pct Assets	Yield To Mat	Duration
CASH													
	61747c70s	MORGAN STANLEY GOVERNMENT INST				44,655.76		44,655.76		44,655.76	0.04		0.0
CORPORATE BONDS													
3,500,000.0000	94974bfe5	WELLS FARGO CO MTN BE 1.500% Due 07-01-15	A2	A+	101.28	3,544,660.00	100.00	3,500,000.00	26,250.00	3,526,250.00	3.50	1.49	0.0
500,000.0000	931142ct8	WAL-MART STORES INC 2.250% Due 07-08-15	AA2	AA	101.11	505,565.00	100.01	500,050.00	5,406.25	505,456.25	0.50	1.78	0.0
3,500,000.0000	46623ejr1	J P MORGAN CHASE & CO MTN BE 1.100% Due 10-15-15	A3	A	100.03	3,500,875.00	100.09	3,503,171.00	8,127.78	3,511,298.78	3.51	0.79	0.3
3,500,000.0000	36962g4t8	GENERAL ELEC CAP CORP MTN BE 2.250% Due 11-09-15	A1	AA+	102.62	3,591,700.00	100.60	3,521,119.00	11,375.00	3,532,494.00	3.53	0.56	0.4
1,000,000.0000	437076ap7	HOME DEPOT INC 5.400% Due 03-01-16	A2	A	106.61	1,066,080.00	103.16	1,031,576.00	18,000.00	1,049,576.00	1.03	0.66	0.7
1,600,000.0000	06406hcg2	BANK NEW YORK MTN BK ENT 0.700% Due 03-04-16	A1	A+	99.83	1,597,200.00	99.99	1,599,905.60	3,640.00	1,603,545.60	1.60	0.71	0.7
900,000.0000	064159bv7	BANK OF NOVA SCOTIA 0.950% Due 03-15-16	AA2	A+	100.21	901,854.00	100.27	902,418.30	2,517.50	904,935.80	0.90	0.57	0.7
800,000.0000	713448bt4	PEPSICO INC 2.500% Due 05-10-16	A1	A-	103.03	824,232.00	101.57	812,548.80	2,833.33	815,382.13	0.81	0.67	0.9
1,500,000.0000	084664bs9	BERKSHIRE HATHAWAY FIN CORP 1.600% Due 05-15-17	AA2	AA	101.35	1,520,175.00	101.07	1,516,110.00	3,066.67	1,519,176.67	1.52	1.02	1.8
3,000,000.0000	91159hhd5	U S BANCORP MTNS BK ENT 1.650% Due 05-15-17	A1	A+	101.52	3,045,480.00	101.20	3,036,144.00	6,325.00	3,042,469.00	3.04	1.00	1.8
3,000,000.0000	03523tbn7	ANHEUSER BUSCH INBEV WORLDWIDE 1.375% Due 07-15-17	A2	A	100.78	3,023,430.00	100.47	3,014,103.00	19,020.83	3,033,123.83	3.02	1.14	2.0
						23,121,251.00		22,937,145.70	106,562.36	23,043,708.06	22.96	0.95	0.9
GOVERNMENT BONDS													
2,000,000.0000	3130a0pe4	FEDERAL HOME LOAN BANKS 0.260% Due 07-23-15	AAA	AA+	100.06	2,001,280.00	100.01	2,000,230.00	2,282.22	2,002,512.22	2.00	0.08	0.1
1,500,000.0000	313384jv2	FEDL HOME LOAN BK CONS DISC NT 0.000% Due 07-31-15	AAA	AA+	99.90	1,498,559.16	100.00	1,499,974.50	0.00	1,499,974.50	1.50	0.02	0.1
700,000.0000	3135g0nv1	FEDERAL NATL MTG ASSN 0.500% Due 09-28-15	AAA	AA+	100.40	702,814.00	99.98	699,869.80	904.17	700,773.97	0.70	0.58	0.2
5,000,000.0000	313396ph0	FEDL HOME LN MTG CORP DISC NT 0.000% Due 11-16-15	AAA	AA+	99.82	4,990,878.47	99.96	4,997,890.00	0.00	4,997,890.00	5.00	0.11	0.4
3,000,000.0000	912828b41	UNITED STATES TREAS NTS 0.375% Due 01-31-16	AAA	AA+	100.15	3,004,570.32	100.13	3,003,984.00	4,692.68	3,008,676.68	3.01	0.15	0.6
11,000,000.0000	912828uw8	UNITED STATES TREAS NTS 0.250% Due 04-15-16	AAA	AA+	99.56	10,951,875.00	99.97	10,996,568.00	5,785.52	11,002,353.52	11.01	0.29	0.8
3,000,000.0000	912828vc1	UNITED STATES TREAS NTS 0.250% Due 05-15-16	AAA	AA+	99.70	2,990,859.36	99.97	2,999,064.00	957.88	3,000,021.88	3.00	0.29	0.9
675,000.0000	3133834r9	FEDERAL HOME LOAN BANKS 0.375% Due 06-24-16	AAA	AA+	99.69	672,934.50	99.99	674,954.10	49.22	675,003.32	0.68	0.38	1.0
25,000,000.0000	3130a2t97	FEDERAL HOME LOAN BANKS 0.500% Due 09-28-16	AAA	AA+	99.93	24,982,250.00	100.02	25,005,925.00	32,291.67	25,038,216.67	25.03	0.48	1.2
10,000,000.0000	912828f47	UNITED STATES TREAS NTS 0.500% Due 09-30-16	AAA	AA+	100.05	10,004,687.50	100.13	10,013,280.00	12,568.31	10,025,848.31	10.02	0.39	1.2

FIXED INCOME PORTFOLIO
Alameda County Transportation Commission
ACTA 1986 Measure B
Account # N001
June 30, 2015

Quantity	Security Symbol	Security	Moody	S & P	Unit Cost	Total Cost	Price	Market Value	Accrued Interest	Total Market Value	Pct Assets	Yield To Mat	Duration
3,000,000.0000	3137eads5	FEDERAL HOME LN MTG CORP 0.875% Due 10-14-16	AAA	AA+	100.45	3,013,500.00	100.56	3,016,812.00	5,614.58	3,022,426.58	3.02	0.44	1.3
2,000,000.0000	3137eadc0	FEDERAL HOME LN MTG CORP 1.000% Due 03-08-17	AAA	AA+	100.62	2,012,340.00	100.63	2,012,600.00	6,277.78	2,018,877.78	2.01	0.62	1.7
10,000,000.0000	912828k66	UNITED STATES TREAS NTS 0.500% Due 04-30-17	AAA	AA+	99.73	9,972,656.25	99.84	9,983,590.00	8,472.22	9,992,062.22	9.99	0.59	1.8
						76,799,204.56		76,904,741.40	79,896.24	76,984,637.64	76.99	0.39	1.1
TOTAL PORTFOLIO						99,965,111.32		99,886,542.86	186,458.60	100,073,001.46	100.00	0.52	1.0

FIXED INCOME PORTFOLIO
Alameda County Transportation Commission
ACTIA 2000 Measure B
Account # N001UNBI
June 30, 2015

Quantity	Security Symbol	Security	Moody	S & P	Unit Cost	Total Cost	Price	Market Value	Accrued Interest	Total Market Value	Pct Assets	Yield To Mat	Duration
CASH													
	61747c70s	MORGAN STANLEY GOVERNMENT INST				89,042.89		89,042.89		89,042.89	0.08		0.0
CORPORATE BONDS													
2,500,000.0000	94974bfe5	WELLS FARGO CO MTN BE 1.500% Due 07-01-15	A2	A+	101.27	2,531,750.00	100.00	2,500,000.00	18,750.00	2,518,750.00	2.34	1.49	0.0
2,400,000.0000	36962g5z3	GENERAL ELEC CAP CORP MTN BE 1.625% Due 07-02-15	A1	AA+	101.44	2,434,488.00	100.00	2,400,000.00	19,391.67	2,419,391.67	2.24	1.61	0.0
2,230,000.0000	931142ct8	WAL-MART STORES INC 2.250% Due 07-08-15	AA2	AA	101.11	2,254,819.90	100.01	2,230,223.00	24,111.88	2,254,334.88	2.08	1.78	0.0
1,000,000.0000	17275rac6	CISCO SYS INC 5.500% Due 02-22-16	A1	AA-	106.60	1,066,000.00	103.08	1,030,780.00	19,708.33	1,050,488.33	0.96	0.70	0.6
2,000,000.0000	437076ap7	HOME DEPOT INC 5.400% Due 03-01-16	A2	A	106.61	2,132,160.00	103.16	2,063,152.00	36,000.00	2,099,152.00	1.93	0.66	0.7
2,500,000.0000	46625hhx1	JPMORGAN CHASE & CO 3.450% Due 03-01-16	A3	A	103.73	2,593,300.00	101.69	2,542,350.00	28,750.00	2,571,100.00	2.38	0.90	0.7
825,000.0000	05531faf0	BB&T CORPORATION 3.950% Due 04-29-16	A2	A-	104.92	865,617.50	102.46	845,311.50	5,612.29	850,923.79	0.79	0.97	0.8
1,000,000.0000	459200h18	INTERNATIONAL BUSINESS MACHS 0.450% Due 05-06-16	AA3	AA-	100.07	1,000,664.00	99.94	999,385.00	687.50	1,000,072.50	0.93	0.52	0.8
1,000,000.0000	166764ac4	CHEVRON CORP NEW 0.889% Due 06-24-16	AA1	AA	100.50	1,005,000.00	100.28	1,002,839.00	172.86	1,003,011.86	0.94	0.60	1.0
2,934,000.0000	458140ah3	INTEL CORP 1.950% Due 10-01-16	A1	A+	101.56	2,979,887.76	101.06	2,965,068.13	14,303.25	2,979,371.38	2.77	1.10	1.2
3,000,000.0000	03523tbn7	ANHEUSER BUSCH INBEV WORLDWIDE 1.375% Due 07-15-17	A2	A	100.78	3,023,430.00	100.47	3,014,103.00	19,020.83	3,033,123.83	2.82	1.14	2.0
						21,887,117.16		21,593,211.63	186,508.61	21,779,720.24	20.18	1.14	0.7
COMMERCIAL PAPER													
3,000,000.000	89233hxx5	TOYOTA MOTOR CREDIT CORP COML PAPER 0.000% Due 10-19-15	P-1	A-1+	99.79	2,993,837.49	99.87	2,996,100.00	0.00	2,996,100.00	2.80	0.42	0.3
GOVERNMENT BONDS													
3,500,000.0000	3130a0pe4	FEDERAL HOME LOAN BANKS 0.260% Due 07-23-15	AAA	AA+	100.06	3,502,240.00	100.01	3,500,402.50	3,993.89	3,504,396.39	3.27	0.08	0.1
5,500,000.0000	313588jy2	FEDERAL NATL MTG ASSN DISC NT 0.000% Due 08-03-15	AAA	AA+	99.93	5,496,186.69	100.00	5,499,796.50	0.00	5,499,796.50	5.14	0.04	0.1
5,500,000.0000	313396lp6	FEDL HOME LN MTG CORP DISC NT 0.000% Due 09-11-15	AAA	AA+	99.87	5,492,760.63	99.99	5,499,329.00	0.00	5,499,329.00	5.14	0.06	0.2
5,500,000.0000	313371nw2	FEDERAL HOME LOAN BANKS 1.375% Due 12-11-15	AAA	AA+	100.91	5,549,940.00	100.52	5,528,451.50	4,201.39	5,532,652.89	5.17	0.22	0.4
10,000,000.0000	91282uw8	UNITED STATES TREAS NTS 0.250% Due 04-15-16	AAA	AA+	99.57	9,957,048.00	99.97	9,996,880.00	5,259.56	10,002,139.56	9.34	0.29	0.8
25,000,000.0000	3137eadq9	FEDERAL HOME LN MTG CORP 0.500% Due 05-13-16	AAA	AA+	100.11	25,027,500.00	100.14	25,034,025.00	16,666.67	25,050,691.67	23.40	0.34	0.9
7,000,000.0000	3137eacw7	FEDERAL HOME LN MTG CORP 2.000% Due 08-25-16	AAA	AA+	101.80	7,126,140.00	101.77	7,124,061.00	49,000.00	7,173,061.00	6.66	0.46	1.1
10,000,000.0000	3135g0cm3	FEDERAL NATL MTG ASSN 1.250% Due 09-28-16	AAA	AA+	100.96	10,095,537.04	100.96	10,096,450.00	32,291.67	10,128,741.67	9.44	0.47	1.2

FIXED INCOME PORTFOLIO
Alameda County Transportation Commission
ACTIA 2000 Measure B
Account # N001UNB1
June 30, 2015

Quantity	Security Symbol	Security	Moody	S & P	Unit Cost	Total Cost	Price	Market Value	Accrued Interest	Total Market Value	Pct Assets	Yield To Mat	Dur- ation
10,000,000.0000	912828wf3	UNITED STATES TREAS NTS 0.625% Due 11-15-16	AAA	AA+	100.18	10,017,578.10	100.26	10,025,780.00	7,986.11	10,033,766.11	9.37	0.44	1.4
						82,264,930.46		82,305,175.50	119,399.29	82,424,574.79	76.93	0.31	0.8
TOTAL PORTFOLIO						107,234,928.00		106,983,530.02	305,907.90	107,289,437.91	100.00	0.48	0.8

FIXED INCOME PORTFOLIO
Alameda County Transportation Commission
Project Fund
Account # N001UNB3
June 30, 2015

Quantity	Security Symbol	Security	Moody	S & P	Unit Cost	Total Cost	Price	Market Value	Accrued Interest	Total Market Value	Pct Assets	Yield To Mat	Dur-ation
CASH													
	61747c70s	MORGAN STANLEY GOVERNMENT INST				7,127,936.40		7,127,936.40		7,127,936.40	26.77		0.0
COMMERCIAL PAPER													
1,500,000.000	89233hvd3	TOYOTA MOTOR CREDIT CORP COML PAPER 0.000% Due 08-13-15	P-1	A-1+	99.97	1,499,606.67	99.97	1,499,595.00	0.00	1,499,595.00	5.63	0.22	0.1
GOVERNMENT BONDS													
8,000,000.0000	912828vn7	UNITED STATES TREAS NTS 0.250% Due 07-31-15	AAA	AA+	100.08	8,006,562.50	100.01	8,000,624.00	8,342.54	8,008,966.54	30.05	0.16	0.1
2,000,000.0000	313384kx6	FEDL HOME LOAN BK CONS DISC NT 0.000% Due 08-26-15	AAA	AA+	99.98	1,999,687.50	99.99	1,999,876.00	0.00	1,999,876.00	7.51	0.04	0.2
8,000,000.0000	313384md8	FEDL HOME LOAN BK CONS DISC NT 0.000% Due 09-25-15	AAA	AA+	99.97	7,997,840.00	99.99	7,998,832.00	0.00	7,998,832.00	30.04	0.06	0.2
						18,004,090.00		17,999,332.00	8,342.54	18,007,674.54	67.60	0.10	0.2
TOTAL PORTFOLIO						26,631,633.07		26,626,863.40	8,342.54	26,635,205.94	100.00	0.08	0.1

FIXED INCOME PORTFOLIO
Alameda County Transportation Commission
Interest Fund
Account # N001UNB2
June 30, 2015

Quantity	Security Symbol	Security	Moody	S & P	Unit Cost	Total Cost	Price	Market Value	Accrued Interest	Total Market Value	Pct Assets	Yield To Mat	Duration
CASH													
	61747c70s	MORGAN STANLEY GOVERNMENT INST				261,003.15		261,003.15		261,003.15	1.77		0.0
CORPORATE BONDS													
1,000,000.0000	713448ca4	PEPSICO INC 0.700% Due 08-13-15	A1	A-	100.48	1,004,800.00	100.04	1,000,380.00	2,683.33	1,003,063.33	6.77	0.38	0.1
950,000.0000	17275rac6	CISCO SYS INC 5.500% Due 02-22-16	A1	AA-	109.62	1,041,409.00	103.08	979,241.00	18,722.92	997,963.92	6.63	0.70	0.6
1,000,000.0000	084664bx8	BERKSHIRE HATHAWAY FIN CORP 0.950% Due 08-15-16	AA2	AA	100.76	1,007,570.00	100.21	1,002,099.00	3,588.89	1,005,687.89	6.78	0.76	1.1
1,000,000.0000	69353rcg1	PNC BK N A PITTSBURGH PA 1.125% Due 01-27-17	A2	A	100.06	1,000,550.00	100.01	1,000,078.00	4,812.50	1,004,890.50	6.77	1.12	1.5
950,000.0000	478160aq7	JOHNSON & JOHNSON 5.550% Due 08-15-17	AAA	AAA	115.02	1,092,709.00	109.56	1,040,789.60	19,918.33	1,060,707.93	7.04	0.99	2.0
						5,147,038.00		5,022,587.60	49,725.97	5,072,313.57	33.99	0.79	1.1
GOVERNMENT BONDS													
1,800,000.0000	912828vu1	UNITED STATES TREAS NTS 0.375% Due 08-31-15	AAA	AA+	100.21	1,803,796.88	100.05	1,800,844.20	2,256.11	1,803,100.31	12.19	0.10	0.2
1,800,000.0000	912828b82	UNITED STATES TREAS NTS 0.250% Due 02-29-16	AAA	AA+	99.82	1,796,695.31	100.05	1,800,984.60	1,504.08	1,802,488.68	12.19	0.17	0.7
1,800,000.0000	912828vr8	UNITED STATES TREAS NTS 0.625% Due 08-15-16	AAA	AA+	100.15	1,802,671.88	100.28	1,805,061.60	4,226.52	1,809,288.12	12.22	0.37	1.1
1,800,000.0000	912828b74	UNITED STATES TREAS NTS 0.625% Due 02-15-17	AAA	AA+	99.75	1,795,429.67	100.13	1,802,390.40	4,226.52	1,806,616.92	12.20	0.54	1.6
1,540,000.0000	912828tm2	UNITED STATES TREAS NTS 0.625% Due 08-31-17	AAA	AA+	98.58	1,518,163.28	99.83	1,537,352.74	3,217.05	1,540,569.79	10.40	0.70	2.1
750,000.0000	912828ur9	UNITED STATES TREAS NTS 0.750% Due 02-28-18	AAA	AA+	98.00	734,970.70	99.60	747,012.00	1,880.10	748,892.10	5.06	0.90	2.6
						9,451,727.72		9,493,645.54	17,310.38	9,510,955.92	64.25	0.41	1.2
TOTAL PORTFOLIO						14,859,768.87		14,777,236.29	67,036.35	14,844,272.64	100.00	0.53	1.2

ALAMEDA COUNTY TRANSPORTATION COMMISSION
1986 MEASURE B
ATTN: LILY BALINTON
1111 BROADWAY, SUITE 800
OAKLAND, CA 94607

Subject: CDARS® Customer Statement

Legal Account Title: ALAMEDA COUNTY TRANSPORTATION COMMISSION
1986 MEASURE B

Below is a summary of your certificate(s) of deposit, which we are holding for you as your custodian. These certificate(s) of deposit have been issued through CDARS by one or more FDIC-insured depository institutions. Should you have any questions, please contact us at **510-723-5855**, send an email to privatebanking@fremontbank.com, or visit our website at <http://www.fremontbank.com/>.

Summary of Accounts Reflecting Placements Through CDARS

Account ID	Effective Date	Maturity Date	Interest Rate	Opening Balance	Ending Balance
1016779551	06/26/14	06/23/16	0.55%	\$2,005,703.78	\$2,005,703.78
TOTAL				\$2,005,703.78	\$2,005,703.78

ACCOUNT OVERVIEW

Account ID: 1016779551
Product Name: 2-YEAR PUBLIC FUND CD
Interest Rate: 0.55%
Account Balance: \$2,005,703.78

Effective Date: 06/26/14
Maturity Date: 06/23/16
YTD Interest Paid: \$0.00
Interest Accrued: \$5,477.52
Int Earned Since Last Stmt: \$908.93

The Annual Percentage Yield Earned is 0.55%.

CD Issued by BB&T

YTD Interest Paid:	\$0.00	05/30/15	OPENING BALANCE	\$233,664.49
Interest Accrued:	\$638.13	06/30/15	ENDING BALANCE	\$233,664.49
Int Earned Since Last Stmt:	\$105.89			

CD Issued by East West Bank

YTD Interest Paid:	\$0.00	05/30/15	OPENING BALANCE	\$233,664.49
Interest Accrued:	\$638.13	06/30/15	ENDING BALANCE	\$233,664.49
Int Earned Since Last Stmt:	\$105.89			

CD Issued by EverBank

YTD Interest Paid:	\$0.00	05/30/15	OPENING BALANCE	\$233,664.49
Interest Accrued:	\$638.13	06/30/15	ENDING BALANCE	\$233,664.49
Int Earned Since Last Stmt:	\$105.89			

CD Issued by Grandpoint Bank

YTD Interest Paid:	\$0.00	05/30/15	OPENING BALANCE	\$161,289.32
Interest Accrued:	\$440.48	06/30/15	ENDING BALANCE	\$161,289.32
Int Earned Since Last Stmt:	\$73.09			

CD Issued by Mutual of Omaha Bank

YTD Interest Paid:	\$0.00	05/30/15	OPENING BALANCE	\$233,664.49
Interest Accrued:	\$638.13	06/30/15	ENDING BALANCE	\$233,664.49
Int Earned Since Last Stmt:	\$105.89			

CD Issued by The Park National Bank

YTD Interest Paid:	\$0.00	05/30/15	OPENING BALANCE	\$208,763.03
Interest Accrued:	\$570.13	06/30/15	ENDING BALANCE	\$208,763.03
Int Earned Since Last Stmt:	\$94.61			

CD Issued by Wallis State Bank

YTD Interest Paid:	\$0.00	05/30/15	OPENING BALANCE	\$233,664.49
Interest Accrued:	\$638.13	06/30/15	ENDING BALANCE	\$233,664.49
Int Earned Since Last Stmt:	\$105.89			

CD Issued by Western Alliance Bank

YTD Interest Paid:	\$0.00	05/30/15	OPENING BALANCE	\$233,664.49
Interest Accrued:	\$638.13	06/30/15	ENDING BALANCE	\$233,664.49
Int Earned Since Last Stmt:	\$105.89			

CD Issued by WesBanco Bank, Inc.

YTD Interest Paid:	\$0.00	05/30/15	OPENING BALANCE	\$233,664.49
Interest Accrued:	\$638.13	06/30/15	ENDING BALANCE	\$233,664.49
Int Earned Since Last Stmt:	\$105.89			

Thank you for your business.

ALAMEDA COUNTY TRANSPORTATION COMMISSION
2000 MEASURE B
ATTN: LILY BALINTON
1111 BROADWAY, SUITE 800
OAKLAND, CA 94607

Subject: CDARS® Customer Statement

Legal Account Title: ALAMEDA COUNTY TRANSPORTATION COMMISSION
2000 MEASURE B

Below is a summary of your certificate(s) of deposit, which we are holding for you as your custodian. These certificate(s) of deposit have been issued through CDARS by one or more FDIC-insured depository institutions. Should you have any questions, please contact us at **510-723-5855**, send an email to privatebanking@fremontbank.com, or visit our website at <http://www.fremontbank.com/>.

Summary of Accounts Reflecting Placements Through CDARS

Account ID	Effective Date	Maturity Date	Interest Rate	Opening Balance	Ending Balance
1017968358	06/25/15	06/23/16	0.54851%	\$0.00	\$2,010,999.51
TOTAL				\$0.00	\$2,010,999.51

ACCOUNT OVERVIEW

Account ID: 1017968358
Product Name: 52-WEEK PUBLIC FUND CD
Interest Rate: 0.54851%
Account Balance: \$2,010,999.51

Effective Date: 06/25/15
Maturity Date: 06/23/16
YTD Interest Paid: \$0.00
Interest Accrued: \$181.26
Int Earned Since Last Stmt: \$181.26

The Annual Percentage Yield Earned is 0.55%.

CD Issued by Banco Popular de Puerto Rico – IBC

YTD Interest Paid:	\$0.00	06/25/15	OPENING BALANCE	\$0.00
Interest Accrued:	\$21.95	06/25/15	Deposit	243,500.00
Int Earned Since Last Stmt:	\$21.95	06/30/15	ENDING BALANCE	\$243,500.00

CD Issued by Commerce Bank & Trust Company

YTD Interest Paid:	\$0.00	06/25/15	OPENING BALANCE	\$0.00
Interest Accrued:	\$0.43	06/25/15	Deposit	4,821.48
Int Earned Since Last Stmt:	\$0.43	06/30/15	ENDING BALANCE	\$4,821.48

CD Issued by First Foundation Bank

YTD Interest Paid:	\$0.00	06/25/15	OPENING BALANCE	\$0.00
Interest Accrued:	\$21.95	06/25/15	Deposit	243,500.00
Int Earned Since Last Stmt:	\$21.95	06/30/15	ENDING BALANCE	\$243,500.00

CD Issued by First Independence Bank

YTD Interest Paid:	\$0.00	06/25/15	OPENING BALANCE	\$0.00
Interest Accrued:	\$21.95	06/25/15	Deposit	243,500.00
Int Earned Since Last Stmt:	\$21.95	06/30/15	ENDING BALANCE	\$243,500.00

CD Issued by Howard Bank

YTD Interest Paid:	\$0.00	06/25/15	OPENING BALANCE	\$0.00
Interest Accrued:	\$21.95	06/25/15	Deposit	243,500.00
Int Earned Since Last Stmt:	\$21.95	06/30/15	ENDING BALANCE	\$243,500.00

CD Issued by Legacy Bank

YTD Interest Paid:	\$0.00	06/25/15	OPENING BALANCE	\$0.00
Interest Accrued:	\$21.95	06/25/15	Deposit	243,500.00
Int Earned Since Last Stmt:	\$21.95	06/30/15	ENDING BALANCE	\$243,500.00

CD Issued by Signature Bank

YTD Interest Paid:	\$0.00	06/25/15	OPENING BALANCE	\$0.00
Interest Accrued:	\$3.00	06/25/15	Deposit	33,347.38
Int Earned Since Last Stmt:	\$3.00	06/30/15	ENDING BALANCE	\$33,347.38

CD Issued by Susquehanna Bank

YTD Interest Paid:	\$0.00	06/25/15	OPENING BALANCE	\$0.00
Interest Accrued:	\$21.95	06/25/15	Deposit	243,500.00
Int Earned Since Last Stmt:	\$21.95	06/30/15	ENDING BALANCE	\$243,500.00

CD Issued by The Park National Bank

YTD Interest Paid:	\$0.00	06/25/15	OPENING BALANCE	\$0.00
Interest Accrued:	\$2.23			
Int Earned Since Last Stmt:	\$2.23			

06/25/15	Deposit	24,830.65
06/30/15	ENDING BALANCE	\$24,830.65

CD Issued by The PrivateBank and Trust Company

YTD Interest Paid:	\$0.00	06/25/15	OPENING BALANCE	\$0.00
Interest Accrued:	\$21.95	06/25/15	Deposit	243,500.00
Int Earned Since Last Stmt:	\$21.95	06/30/15	ENDING BALANCE	\$243,500.00

CD Issued by TriState Capital Bank

YTD Interest Paid:	\$0.00	06/25/15	OPENING BALANCE	\$0.00
Interest Accrued:	\$21.95	06/25/15	Deposit	243,500.00
Int Earned Since Last Stmt:	\$21.95	06/30/15	ENDING BALANCE	\$243,500.00

Thank you for your business.

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Memorandum

5.2

1111 Broadway, Suite 800, Oakland, CA 94607

• 510.208.7400

• www.AlamedaCTC.org

DATE: September 8, 2015

SUBJECT: Alameda CTC Advisory Committee Bylaws

RECOMMENDATION: Approve final advisory committees' bylaws.

Summary

The Alameda County Transportation Commission (Alameda CTC) has three advisory committees and a watchdog committee with separate bylaws that formalize their roles, structures, functions, responsibilities, and procedures for committee operation: the Alameda County Technical Advisory Committee (ACTAC), the Bicycle and Pedestrian Advisory Committee (BPAC), the Paratransit Advisory and Planning Committee (PAPCO), and the Independent Watchdog Committee (IWC) formerly known as the Citizens Watchdog Committee (CWC).

Alameda CTC modified the attached advisory committees' bylaws to incorporate information about the 2014 Transportation Expenditure Plan and to maintain structure and standardization, where applicable. The Finance and Administration Committee approved the bylaws in June; however staff made a decision to review and receive comments on the bylaws from the committees before submitting the bylaws to the Commission for adoption. Based on the review by the IWC, some additional changes are being recommended; therefore staff has brought the bylaws to the FAC for approval before going to the Commission for final approval. Per the adopted Commission Administrative Code, staff recommends approval of the updates to the attached committee bylaws.

Background

Power, Authority and Duty of Alameda County Transportation Commission

The Commission has the power, authority and duty to do all things necessary and required to accomplish the stated purpose and goals of Alameda CTC. as codified in state statute under the California Public Utilities Code Section 180000 et seq., as set forth in the Joint Powers Agreement (JPA), through Ordinances, voter approved transportation expenditure plans and in the adopted Administrative Code.

Enabling legislation, as excerpted below from state statute and the TEPs, defines the Commission as responsible for establishing annual budgets, which includes keeping

administrative and salary costs within the applicable limits, creating committees to help carry out required functions, and for all aspects and implementation of duties assigned to the Alameda CTC.

State Statute

The following are requirements for administration of sales tax measures as described in California Public Utilities Code Section 180105. The authority shall do the following:

- (a) Adopt an annual budget
- (b) Adopt an administrative code, by ordinance, which prescribes the powers and duties of the authority officers, the method of appointment of the authority employees, and methods, procedures, and systems of operation and management of the authority.
- (c) Cause a post audit of the financial transactions and records of the authority to be made at least annually by a certified public accountant.
- (d) Do any and all things necessary to carry out the purposes of this division

Transportation Expenditure Plans

Both the 2000 and 2014 Transportation Expenditure Plans define the duties and requirements of the Commission in administering the respective transportation sales tax measures.

The 2000 Transportation Expenditure Plan (TEP) includes the following requirements:

- Annual Budget/Financial Projections - An Annual Budget will be adopted by the Agency each year. The Budget will project the expected sales tax receipts, other anticipated funds and planned expenditures for administration, programs and projects.
- Citizens Watchdog Committee - A Citizens Watchdog Committee will be created by the Agency governing board with the assistance of the League of Women Voters and other citizen's groups.
- The total cost for salaries and benefits for administrative Agency employees will not exceed 1% of the revenues generated by the sales tax authorized collected to support this Plan. The Agency will prepare an annual report, identifying the total expenditures for administration, as well as all other costs associated with delivering the program. A total of 4.5% has been budgeted for implementing the sales tax program.

The 2014 TEP includes the following requirements:

- Annual Budget and Strategic Plan - Each year, Alameda CTC will adopt an annual budget that projects expected sales tax receipts, other anticipated revenues and planned expenditures for administration, programs and projects. Alameda CTC will also prepare a strategic plan which will identify the priority for projects and dates for project implementation based on project readiness, ability to generate leveraged funds and other relevant criteria. Both the budget and the strategic plan will be adopted at a public meeting of the Alameda CTC Commissioners.

- **Fiduciary Duty** - By augmenting and extending the transportation sales tax, Alameda CTC is given the fiduciary duty of administering the proceeds of this tax for the benefit of the residents and businesses of Alameda County. Funds may be accumulated by Alameda CTC or by recipient agencies over a period of time to pay for larger and longer-term projects pursuant to the policies adopted by Alameda CTC. All interest income generated by these proceeds will be used for the purposes outlined in this Plan and will be subject to audits.
- **Independent Watchdog Committee** - The Independent Watchdog Committee is the same committee as the Citizens Watchdog Committee, as defined in the 2000 Plan.
- The total cost assigned for salaries and benefits for administrative employees shall not exceed 1% of the net revenues generated by the sales tax. The total cost of administration of this tax, including all rent, supplies, consulting services and other overhead costs will not exceed 4% of the net proceeds of the sales tax.

Alameda CTC Committees

Alameda County Technical Advisory Committee

ACTAC is a technical advisory committee that provides technical expertise, analysis, and recommendations related to transportation planning, programming, and funding. The Committee advises the Commission on major policy and technical issues related to Alameda CTC projects and programs. ACTAC is made up of representatives from Alameda County jurisdictions, transit agencies, and Alameda CTC partner agencies.

Bicycle and Pedestrian Advisory Committee

BPAC is an 11-member community advisory committee that involves interested community members in Alameda CTC's policy, planning, and implementation efforts related to bicycling and walking to increase the safety and convenience of walking and bicycling conditions in Alameda County. BPAC is made up of residents of Alameda County with a variety of interests in bicycling and walking needs, including the needs of seniors and children.

Independent Watchdog Committee

IWC is the same committee as the CWC, as defined in the 2000 TEP. The composition of the IWC is listed in the 2000 and 2014 TEPs. The IWC, is a 17-member committee that reports directly to the public and is charged with reviewing all Measure B expenditures and reviewing Measure BB expenditures and performance measures, as appropriate. The members are 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 taxes.

Paratransit Advisory and Planning Committee

PAPCO is a 23-member community advisory committee that meets to address and provide recommendations to the Commission on funding, planning, and coordination issues regarding paratransit services in Alameda County. PAPCO is made up of Alameda County residents who are eligible users of any transportation service available to seniors and people with disabilities in Alameda County.

Approval of Bylaws for ACTAC, BPAC, PAPCO, and IWC

Alameda CTC staff presented the bylaws to ACTAC, BPAC, PAPCO, and IWC for input and feedback. All committees accepted staff's recommended changes to their bylaws, with the exception of IWC. The IWC held two Special Meetings to review their bylaws. The IWC suggested several changes including deletions or insertions to 28 articles in the bylaws. Alameda CTC is recommending the acceptance of 22 of IWC suggested changes and two suggested changes with modifications; and is recommending the rejection of four IWC suggested changes. Over 85 percent of IWC's suggested changes are being recommended for acceptance by staff. The IWC changes recommended for acceptance are redlined in Attachment C, IWC Bylaws. The IWC suggested changes with modifications, along with changes recommended for rejection are presented in Attachment D1 with explanations.

Fiscal Impact: There is no fiscal impact.

Attachments

- A. Alameda County Technical Advisory Committee Bylaws
- B. Bicycle and Pedestrian Advisory Committee Bylaws
- C. Paratransit Advisory and Planning Committee Bylaws
- D. Independent Watchdog Committee Bylaws
- D1. IWC Accepted with Modifications and Rejections to the Bylaws

Staff Contact

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

[Patricia Reavey](#), Director of Finance and Administration



Alameda County Technical Advisory Committee Bylaws

Article 1: Definitions

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 2015.

1.3 Alameda County Transportation Commission (Alameda CTC). The 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:

1.3.1 All five Alameda County Supervisors.

1.3.2 Two City of Oakland representatives.

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

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

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

1.4 Alameda County Congestion Management Agency (ACCMA or CMA). The governmental agency originally tasked with the duty of coordinating land use, air quality and transportation planning, programming transportation funds from a variety of sources and preparing a Congestion Management Program to spend these funds. The CMA's duties also included preparation of a Countywide Transportation Plan. Alameda CTC has now assumed duties of the CMA.

1.5 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.

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

1.7 Congestion Management Program (CMP). A short-range document mandated by Proposition 111. It ensures that gas-tax funds produce the greatest benefit by coordinating planning, funding and other activities that affect the transportation system.

1.8 Countywide Transportation Plan (CTP). A long-range policy document that guides transportation funding decisions for Alameda County's transportation system over a 25-year horizon.

1.9 Fiscal Year. July 1 through June 30.

1.10 JPA. The Joint Powers Agreement which created Alameda CTC, dated for reference purposes as of March 25, 2010, as it may subsequently be amended from time to time.

1.11 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. Collections for the sales tax authorized by Measure B began on April 1, 2002 and extend through March 31, 2022.

1.12 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.

1.13 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 or grant allocation basis.

1.14 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.

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

1.16 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.

1.17 Member Agency. Public agency which is a member of the Commission pursuant to the JPA.

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 and the unincorporated areas of

Castro Valley and San Lorenzo, as well as other unincorporated lands in that area; South County: Fremont, Newark, Union City; East County: Dublin, Livermore, Pleasanton and all unincorporated lands in that area.

Article 2: Purpose and Responsibilities

2.1 Committee Purpose. The Committee purpose is to provide technical expertise, analysis and recommendations related to transportation planning, programming and funding. The Committee will advise the Commission on major policy and technical issues related to Alameda CTC projects and programs which are referred to the Committee either by the Commission. It shall be the responsibility of the committee members to keep their respective agencies and departments in their agencies informed of key issues, facilitate communication between those agencies and Alameda CTC, and to help build the consensus necessary to make policy decisions.

2.2 Committee Roles and Responsibilities. The roles and responsibilities of the Committee include, but are not limited to:

- Review and provide recommendation and analysis on the State Transportation Improvement Program (STIP) and Federal Transportation Act Funding;
- Review and provide recommendation and analysis on the Congestion Management Program and related studies, programs, amendments and revisions thereto;
- Review and provide recommendation and analysis on the Countywide Transportation Plan and related studies and programs and including the Bicycle and Pedestrian Plans and revisions thereto;
- Review and provide recommendations and analysis on other long range and special studies as may be developed in response to changing legislative and planning environments;
- Review and provide recommendation and analysis on the development of regional planning efforts such as the Regional Transportation Plan, the Sustainable Communities Strategy;
- Review and provide recommendation and analysis on the Transportation and Land Use Program and revisions thereto;
- Review and provide input on issues relevant to Vehicle Registration Fee funds;
- Review and provide recommendation and analysis on Transportation Funds for Clean Air (TFCA) projects;
- Review and provide input on issues relevant to Measure B funds;

- Review and provide input on issues relevant to Measure BB funds;
- Review and provide input on issues relevant to Policy development;
- Review and provide recommendation and analysis on specific countywide planning studies such as Priority Development Areas, Parking management, Rail Freight and Goods movements;
- Review and provide recommendation and analysis on specific countywide guidelines such as Complete Streets guidelines and Transit Oriented Development guidelines;

Article 3: Members

3.1 Members of the Committee. Pursuant to the JPA and the Alameda CTC Administrative Code, the Committee shall be composed of the following: two staff representatives (one from a planning / economic development department and one from a public works / engineering department) from each agency represented on the Commission (each City in Alameda County, the County, BART and AC Transit) and one staff representative from a planning or engineering department (or equivalent) from each of the following agencies: Alameda CTC, Altamont Commuter Express (ACE), Association of Bay Area Governments (ABAG), Bay Area Air Quality Management District (BAAQMD), California Department of Transportation (Caltrans), California Highway Patrol (CHP), Livermore Amador Valley Transit Authority (LAVTA), Metropolitan Transportation Commission (MTC), Port of Oakland, San Francisco Bay Area Water Emergency Transportation Authority (WETA), Union City Transit. Each member of the Committee shall have one vote, except that a representative of a Commission member may cast two votes in the absence of the other representative of such Commission member.

3.2 Appointment. Committee members shall be assigned by the chief administrative officer, or designee, of each Member Agency and shall serve at the pleasure of the Member Agency.

3.3 Membership Term. Members to the Committee shall serve continuously until replacement by their respective agency.

3.4 Attendance. Members will actively support committee activities and regularly attend meetings.

3.5 Vacancies. Vacancies shall be filled by the body which made the original appointment.

Article 4: Officers

4.1 Chairperson. The Executive Director of Alameda CTC or his/her designee shall be the chairperson of the Committee.

4.2 Duties. The chairperson shall preside at all meetings of the Committee and represent the Committee before the Commission.

4.3 Secretary. The Alameda CTC shall assign an employee to attend each meeting of the Committee to serve in the capacity as the Committee's secretary. The Secretary shall furnish clerical services to prepare and distribute the Committee's agendas, notices, minutes, correspondence and other documents. The secretary shall maintain a record of all proceedings of the Committee as required by law and shall perform other duties as provided in these Bylaws.

Article 5: Meetings

5.1 Open and Public Meetings. All Committee meetings shall be governed by the Brown Act. The time allotted for comments by a member of the public in a general public comment period or on any agenda item shall be up to three minutes per speaker at the discretion of the chair. The number of regular and special meetings 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. Regular meetings of the Committee shall be held on the Thursday prior to the second Monday of the month. Whenever a regular meeting falls on a holiday observed by Alameda CTC, the meeting shall be held on another day or cancelled at the direction of the Committee. A rescheduled regular meeting shall be designated a regular meeting.

5.3 Quorum. Presence of a majority of the Member Agencies constitutes a quorum for the transaction of business of the Committee, regardless of whether one or two representatives is present for each Member Agency, and further regardless of the percentage of representatives present at the time. 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 an action of the Committee on an as-needed basis. Agenda item(s) for special meeting(s) shall be stated when the meeting is called, but shall not be of a general business nature. Specialized meetings shall be concerned with plans and studies, emergencies, or items of a time-urgent nature. Agenda item(s) of a regular meeting may be tabled for further discussion and action at a special meeting, the time and location to be announced in the tabling motion. Notice of such meetings shall be given to all Committee members in accordance with the Brown Act.

5.5 Agenda. All meetings shall have a published agenda. Action may be taken only on items indicated on the agenda as action items. The Commission and/or chairperson will be responsible for preparing the meeting agenda. Items will be included on a meeting agenda by the Commission, the chairperson or action of the Committee. 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.

5.6 Roberts Rules of Order. The rules contained in the latest edition of “Roberts Rules of Order Newly Revised” generally govern the proceedings of the Committee 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.

5.7 Place of Meetings. Committee 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 chairperson and/or Committee may establish subcommittees subject to the approved Alameda CTC overall work program and budget as approved by the Commission 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 Committee.

6.2 Membership. Committee members will be appointed to subcommittees by the Committee, on a voluntary basis, or by the chair. Alameda CTC staff assigned by the chair will be part of the subcommittee. No subcommittee shall have fewer than three members.

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. Actions taken by the Committee will be conveyed to Sub-Committee of the Commission or to the Commission.

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 Committee will comply with the requirements of the Brown Act. Members of the public may address the Committee on any matter not on the agenda and on each matter listed on the agenda, in compliance with the Brown Act and time limits, up to three minutes per speaker, set at the discretion of the chair.

7.4 Meeting Notices. Meeting notices will be in writing and will be issued via one of the following methods: U.S. Postal Service, personal delivery, agency website 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. No expenditures or requisitions for services and supplies shall be made by the Committee and no individual member thereof shall be entitled to reimbursement for travel or other expenses except as authorized by the Commission.

8.3 Bylaws. Bylaws governing the meetings and activities of the Committee are approved by the Alameda CTC.

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Countywide Bicycle and Pedestrian Advisory Committee Bylaws

Article 1: Definitions

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 ("ACCMA") and the Alameda County Transportation Improvement Authority ("ACTIA"). The 22-member Alameda CTC Commission ("Commission") is comprised of the following representatives:

1.3.1 All five Alameda County Supervisors.

1.3.2 Two City of Oakland representatives.

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

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

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

1.4 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.

1.5 Alameda County Congestion Management Agency (ACCMA). The governmental agency which previously served as the state legislatively required congestion management agency with responsibilities to coordinate transportation planning, funding, and other activities in a congestion management program.

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

1.7 Alameda Countywide Bicycle and Pedestrian Advisory Committee (BPAC or "Committee"). The Alameda CTC Committee that involves interested community members in the Alameda CTC's policy, planning, and implementation efforts related to bicycling and walking.

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

1.9 Discretionary Funding Guidelines. Document that specifies eligible projects and programs, selection criteria, and weighting for a Measure B, Measure BB or VRF funding cycle.

1.10 Fiscal Year. July 1 through June 30.

1.11 Independent Watchdog Committee (IWC or "Committee"). The Alameda CTC Committee of individuals created by the Commission as required by Measure BB, with the assistance of the League of Women Voters and other citizens groups. 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 is the same committee 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, as appropriate. IWC members are private citizens 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.

1.12 Measure B. The measure approved by Alameda County voters authorizing the half-cent sales tax for transportation services now collected and administered by the Alameda CTC and governed by the 2000 Expenditure Plan. Collections for the sales tax authorized by Measure B will be in effect for 20 years, beginning on April 1, 2002 and extending through March 31, 2022.

1.13 Measure BB. The measure approved by Alameda County 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.

1.14 Measure B Bicycle and Pedestrian Countywide Discretionary Fund ("Discretionary Fund"). A grant program developed to expand and enhance bicycle and pedestrian transportation in Alameda County, focusing on projects, programs and plans with countywide significance or demonstration programs/projects that could be applied countywide. The program is funded by a portion of the 5 percent Measure B set-aside for bicycle and pedestrian projects.

1.16 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-revenue or grant allocation basis.

1.17 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.

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

1.19 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.

1.20 Measure B and Measure BB Direct Local Distribution (DLD) Funds. Measure B and Measure BB revenues allocated directly to local jurisdictions or transit operators.

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

1.22 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 and Measure BB-funded paratransit providers in Alameda County.

1.23 Planning Area. Geographic groupings of cities and 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.

1.24 Vehicle Registration Fee (VRF). A \$10 fee imposed on each annual motor vehicle registration or vehicle registration renewal Alameda County. Measure F approved by Alameda County voters in 2010, is collected and administered by the Alameda CTC.

1.25 VRF Pedestrian and Bicyclist Access and Safety Program. A program to improve the safety of bicyclists and pedestrians by reducing conflicts with motor vehicles and reducing congestion in areas such as schools, downtowns, transit hubs, and other high activity locations. It will also seek to improve bicyclist and pedestrian safety on arterials and other locally-maintained roads and reduce occasional congestion that may occur with incidents.

1.26 VRF Project. Transportation or transportation-related capital project that receives VRF funding.

1.27 VRF Program. Transportation or transportation-related program that receives VRF funding.

Article 2: Purpose and Responsibilities

2.1 Committee Purpose. The BPAC purpose is to involve interested community members in the Alameda CTC's policy, planning, and implementation efforts related to bicycling and walking, with the goal of increasing the safety and convenience of walking and bicycling

conditions in Alameda County in order to increase the proportion of trips made by walking and bicycling.

2.2 Committee Roles and Responsibilities. The roles and responsibilities of the Committee are to:

2.2.1 Advise Alameda CTC staff and the Alameda CTC on the development and update of the Countywide Pedestrian and Bicycle Plans.

2.2.2 Review and provide input on Measure B, Measure BB and VRF discretionary funding guidelines that can be used for bicycle and pedestrian capital projects, programs, and plans/studies.

2.2.3 Review and provide input on the Metropolitan Transportation Commission (MTC) Complete Streets Checklists for Alameda County projects.

2.2.4 Review and provide input to Alameda CTC and sponsor agency partners in early phases of project development, as described in *Alameda CTC Countywide BPAC Project Review Guidelines* document.

2.2.5 Review the implementation of the Measure B direct local program distribution Bicycle and Pedestrian Safety funds.

2.2.6 Review and provide input on the progress and outcomes of Measure B, Measure BB and VRF funded bicycle and pedestrian projects and programs.

2.2.7 Annually monitor implementation of the Countywide Pedestrian and Bicycle Plans.

2.2.8 Serve as a review committee for other Alameda County public agencies, on request, on bicycle and pedestrian issues. The Committee's input will be provided directly to the public agency staff, will be strictly advisory, and will not be taken as a recommendation to the Alameda CTC. The Committee will consider requests for input on a case-by-case basis. If a quick decision is needed on whether to provide input or not, Alameda CTC staff will consult with the Committee chair to make this decision. This role may include, but is not limited to:

2.2.8.1 Providing input to Alameda CTC Project Sponsors.

2.2.8.2 Serving as the Countywide Bicycle Advisory Committee (BAC) for Transportation Development Act (TDA) Article 3 Funding.

2.3 Additional Responsibilities. BPAC members are encouraged to do the following:

2.3.1 Perform outreach regarding Alameda CTC bicycle and pedestrian activities. Examples of outreach may include attending a transportation fair, attending a meeting or event related to a grant-funded project, accompanying staff to Alameda CTC

outreach presentations, or disseminating information at a local library, community center, or other public location.

2.3.2 Participate in trainings and information-sharing events sponsored by the Alameda CTC, such as the Pedestrian and Bicycle Working Group meetings. This group, which has an open membership, consists of agency and nonprofit staff working to improve the bicycling and walking environment in Alameda County.

Article 3: Members

3.1 Number of Members. The BPAC consists of 11 members. The intent is to have the BPAC represent both bicycling and pedestrian interests, to include representatives from all areas of the county, and to represent the variety of interests in bicycling and walking needs including the needs of seniors and children. In addition, the BPAC should represent Alameda County's diversity in age, income level, gender, ethnicity, and bicycling experience, to the greatest extent feasible.

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

3.2.1 One appointee per County Supervisor (five total).

3.2.2 One appointee for each supervisorial district, selected by the Mayors' Conference (five total).

3.2.3 One appointee representing transit agencies. Alameda CTC will lead the recruitment for this appointee, including noticing the general managers of all transit agencies that receive Measure B and Measure BB funding. Alameda CTC staff will bring a final appointment recommendation to the Commission for approval.

3.3 Membership Qualification. Each member must be an Alameda County resident and be interested in improving the safety and convenience of bicycling and/or walking in the county. Public agency employees who are directly responsible for bicycle and pedestrian projects and/or programs and who work for an eligible agency likely to submit an application for the Discretionary Fund may not serve on the Committee. Any public agency or nonprofit employees appointed to the Committee shall recuse themselves from evaluating and voting to fund a project/program application from their agency or nonprofit organization.

3.4 Membership Term. Appointments shall be for terms of up to two-years or until the Commission appoints a successors.

3.5 Attendance. Members will actively support committee activities and regularly attend meetings. Accordingly, members who miss more than half of the BPAC meetings per fiscal year may be removed from the Committee.

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 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 BPAC shall annually elect a chair and vice chair. Each officer must be a duly appointed member of the BPAC.

4.1.1 Duties. The chair shall preside at all meetings and will represent BPAC before the Commission to report on BPAC activities. The vice chair shall assume all duties of the chair in the absence of, or on the request of the chair. In the absence of the chair and vice chair at a meeting, the members shall, by consensus, appoint one member to preside over that meeting.

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

Article 5: Meetings

5.1 Open and Public Meetings. All BPAC meetings shall be open and public and governed by the Brown Act. Public comment shall be allowed at all BPAC 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 up to 3 minutes per speaker at the discretion of the chair. The number of BPAC meetings, including regular meetings, sub-committee meetings and special meetings, 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. BPAC will hold regular meetings on a quarterly basis. Annually, at the Organizational Meeting, the Committee 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.

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. No actions will be taken 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; 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 on an as-needed basis. Attendance at special meetings is not counted as part of members' attendance requirement. Agenda item(s) for special meeting(s) shall be stated when the meeting is called, but shall not be of a general business nature. Specialized meetings shall be concerned with studies, emergencies, or items of a time-urgent nature. Agenda item(s) of a regular meeting may be tabled for further discussion and action at a special meeting, the time and location to be announced in the tabling motion. Notice of such meetings shall be given to all members at least 72 hours prior to such meetings and shall be published on the Alameda CTC's website and at the Alameda CTC office, all in accordance with the Brown Act.

5.5 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. Every agenda shall include provision for members of the public to address the BPAC. 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 upon request. The agenda shall be posted on the Alameda CTC website and the Alameda CTC office and provided at the meeting, all in accordance with the Brown Act.

5.6 Roberts Rules of Order. The rules contained in the latest edition of "Roberts Rules of Order Newly Revised" shall govern the proceedings of the BPAC 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.

5.7 Place of Meetings. BPAC 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 basis 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.

5.8 Meeting Conduct. BPAC 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 Committee may establish subcommittees subject to the 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 within the authority of the BPAC.

6.2 Membership. BPAC members will be appointed to subcommittees by the BPAC, on a voluntary basis, 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 BPAC.

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.

7.3 Brown Act. All meetings of the BPAC 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 BPAC on any matter not on the agenda and on each matter listed on the agenda, in compliance with the Brown Act and time limits, up to three minutes per speaker, set at the discretion of the chair.

7.4 Meeting Notices. Meeting notices shall be in writing and shall be issued via U.S. Postal Service, personal delivery, Alameda CTC website, 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 financial interest must be significant or personal. In the event of a conflict of interest, the Committee member shall declare the conflict, recuse 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 Bylaws. Bylaws governing the meetings and activities of the BPAC 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.

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

8.6 Staffing. Alameda CTC will provide 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.

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Paratransit Advisory and Planning Committee Bylaws

Article 1: Definitions

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 ("ACCMA") and the Alameda County Transportation Improvement Authority ("ACTIA"). The 22-member Alameda CTC Commission ("Commission") is comprised of the following representatives:

1.3.1 All five Alameda County Supervisors.

1.3.2 Two City of Oakland representatives.

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

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

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

1.4 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.

1.5 ADA Eligible Person. A person with disabilities who is eligible for Americans with Disabilities Act (ADA) paratransit services within the legal requirements of the ADA. The general definition of an ADA-eligible individual is a person who is unable, due to disability, to utilize regular fixed-route transit services.

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

1.7 Bicycle and Pedestrian Advisory Committee (BPAC). The Alameda CTC Committee that involves interested community members in the Alameda CTC's policy, planning, and implementation efforts related to bicycling and walking.

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

1.9 Consumer. Any individual who uses any public transportation services available in Alameda County for seniors and people with disabilities. Consumers may or may not be eligible for services mandated under the Americans with Disabilities Act.

1.10 Coordination/Gaps in Service Funds (Tier 1). Discretionary funding available under Measure B on a countywide basis for gaps in the special transportation service network and/or for coordination among systems to reduce differences in service that might occur based on the geographic residence of any individual needing special transportation services for seniors and people with disabilities. Comprising 1.43 percent of overall net Measure B revenues, subject to approval by the Commission.

1.11 Fiscal Year. July 1 through June 30.

1.12 Independent Watchdog Committee (IWC or “Committee”). The Alameda CTC Committee of individuals created by the Commission as required by Measure BB, with the assistance of the League of Women Voters and other citizens groups. 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 is the same committee 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, as appropriate. IWC members are private citizens 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.

1.13 Mandated Services. Paratransit services mandated by the Americans with Disabilities Act (ADA), also known as “ADA Paratransit.” These services are provided by regular route transit operators, including AC Transit and BART, acting together as the East Bay Paratransit Consortium, as well as Union City Transit and LAVTA.

1.14 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. Collections for the sales tax authorized by Measure B will be in effect for 20 years, beginning on April 1, 2002 and extending through March 31, 2022.

1.15 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.

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

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

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

1.19 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.

1.20 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.

1.21 Non-mandated Services. Special transportation services, including paratransit that are not subject to the requirements of the Americans with Disabilities Act. In Alameda County, Measure B and Measure BB funds are provided to the cities and the County of Alameda for non-mandated services. Examples of non-mandated services include, but are not limited to, shuttle service, taxi programs and special group trips.

1.22 Paratransit Advisory and Planning Committee (PAPCO or "Committee"). 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 composed of Measure B and Measure BB-funded paratransit providers in Alameda County.

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.

1.24 Programmatic Funding. Measure B and Measure BB revenues distributed on a monthly basis based on a distribution formula, also referred to as “Direct Local Distribution” funds. Approximately 5.63 percent and 6 percent of net Measure B and Measure BB revenues, respectively, are distributed to AC Transit and BART for ADA-mandated paratransit service. Approximately 3.39 percent and 3 percent of net Measure B and Measure BB revenues, respectively, are distributed within the four planning areas for ADA-mandated and city-based, non-mandated specialized transportation services based on a formula developed by PAPCO and approved by the Commission.

1.25 Residents with Disabilities. Alameda County residents who have physical or mental impairments that substantially limit one or more of the major life functions—caring for oneself, performing manual tasks, walking, seeing, hearing, breathing, learning, working—of an individual. Residents with disabilities are eligible for ADA-mandated paratransit services if their disabilities prohibit them from using regular fixed route transit.

1.26 Special Transportation. Transportation services for seniors and people with disabilities, aimed at improving the mobility of seniors and people with disabilities by supplementing conventional fixed-route transit service. Examples of special transportation services may include, but are not limited to, paratransit, local shuttles, and subsidized taxi programs.

1.27 Paratransit Technical Advisory Committee (ParaTAC). A committee of Measure B and Measure BB service providers of mandated and non-mandated services. The Paratransit Technical Advisory

Committee will meet in joint session with PAPCO at least three times per year, and may meet independently at other times to discuss issues of relevance to service providers.

1.28 Tier 2 Funds. Additional funds that may be available for capital expenditures over the life of the 2000 TEP sales tax measure. These funds are not guaranteed; however, should they become available, up to \$7.5 million dollars would be allocated to coordination of service gaps and special transportation for seniors and persons with disabilities. These funds would be recommended for allocation by PAPCO to reduce differences in service that might occur based on the geographic residence of any individual needing specialized transportation services for seniors and people with disabilities, subject to approval by the Commission.

1.29 Vehicle Registration Fee (VRF). A \$10 fee imposed on each annual motor vehicle registration or vehicle registration renewal in Alameda County. Measure F approved by Alameda County voters in 2010, is collected and administered by the Alameda CTC.

Article 2: Purpose and Responsibilities

2.1 Committee Purpose. The Committee purpose is to fulfill the functions mandated for the Committee in the 2000 and 2014 Expenditure Plans and to advise the Alameda CTC on matters related to special transportation.

2.2 Committee Roles and Responsibilities from 2000 and 2014 Transportation Expenditure Plans. As defined by the 2000 and 2014 Transportation Expenditure Plans, the roles and responsibilities of the Committee are to:

2.2.1 Develop the formula use to distribute Measure B and Measure BB programmatic funds to the cities in Alameda County and the County of Alameda for mandated and non-mandated special transportation services, subject to approval by the Commission.

2.2.2 Recommend allocation of funds identified for coordination/gaps in service in Tier 1 of the 2000 Transportation Expenditure Plan, subject to approval by the Commission.

2.2.3 Recommend allocation of funds identified for capital expenditures for coordination/gaps in service in Tier 2 of the 2000 Transportation Expenditure Plan, assuming funds are available for allocation, subject to approval by the Commission.

2.3 Additional Responsibilities. Additional PAPCO member responsibilities are to:

2.3.1 Review performance data of mandated and non-mandated services, including cost-effectiveness and adequacy of service levels, with the objective of creating a more cost-efficient, productive and effective service network through better communication and collaboration of service providers. In this capacity, the Committee may identify and recommend to the Alameda CTC alternative approaches that will improve special transportation service in Alameda County.

2.3.2 Report annually on the status of special transportation services, including service availability, quality, and improvements made as compared to the previous year.

2.3.3 Provide a forum for consumers to discuss common interests and goals affecting all special transportation services funded in whole or in part by Measure B and Measure BB funds in Alameda County.

2.3.4 Encourage coordination of special transportation and public transit services as they relate to seniors and individuals with disabilities in Alameda County.

2.3.5 Participate in surveys and planning activities undertaken by various public agencies as they relate to seniors and individuals with disabilities in Alameda County.

2.3.6 Fulfill all responsibilities as the County Paratransit Coordinating Council (PCC), as assigned by the Metropolitan Transportation Commission, the County, the state or the federal government.

2.3.7 Perform outreach regarding Alameda CTC activities related to transportation for seniors and people with disabilities at least once each fiscal year. Examples of outreach may include attending a transit or senior fair, accompanying staff to Alameda CTC outreach presentations, or publishing an article in a local publication.

Article 3: Members

3.1 Number of Members. The PAPCO will consist of 23 members.

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

3.2.1 One member per County Supervisor (five total).

3.2.2 One member per City (14 total).

3.2.3 One member per Transit Agency—AC Transit, BART, LAVTA, and Union City.

3.3 Membership Qualification. Each member must be an Alameda County resident and a special transportation consumer.

3.4 Membership Term. Appointments shall be for terms of up to two-years or until the Commission appoints a successor.

3.5 Attendance. Members are expected to actively support committee activities and regularly attend meetings. Accordingly, more than three consecutive absences in any fiscal-year period may be cause for removal from the Committee.

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 residency and 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 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 PAPCO shall annually elect a chair and vice chair. Each officer must be a duly appointed member of the PAPCO.

4.1.1 Duties. The chair shall preside at all PAPCO meetings except when the PAPCO discusses the chair position and/or nomination. The chair will represent the PAPCO before the Commission to report on PAPCO activities. The chair shall serve as an ex-officio member of all subcommittees. The vice chair shall assume all duties of the chair in the absence of, or on the request of the chair. In the absence of the chair and vice chair at a meeting, the members shall, by consensus, appoint one member to preside over that meeting. In addition, if MTC convenes Paratransit Coordinating Council (PCC) meetings, the PAPCO chair or

his/her designee will attend and report back to PAPCO on these meetings.

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. Officers shall be eligible for re-election indefinitely.

4.3 Elected Representatives. PAPCO shall annually elect a representative to serve on AC Transit and BART's East Bay Paratransit Service Review Advisory Committee (SRAC). This representative will attend SRAC meetings, report on PAPCO activities to the SRAC, and report to the full membership of PAPCO on SRAC activities. PAPCO shall annually elect a representative to serve on Alameda CTC's Independent Watchdog Committee (IWC). This representative will attend IWC meetings, report on PAPCO activities to the IWC, and report to the full membership of PAPCO on IWC activities.

Article 5: Meetings

5.1 Open and Public Meetings. All PAPCO meetings shall be open and public and governed by the Brown Act. Public comment shall be allowed at all PAPCO meetings. Comments by a member of the public in the general public comment period or on any agenda item shall be up to 3 minutes per speaker at the discretion of the chair. The number of PAPCO meetings, including regular meetings, sub-committee meetings, and special meetings, 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 PAPCO will hold up to 10 meetings per year. Annually, at the Organizational Meeting, PAPCO shall establish the schedule of regular meetings for the ensuing year. Meeting dates and times may be changed during the year by action of PAPCO. On a quarterly basis, PAPCO is expected to meet jointly with the Paratransit Technical Advisory Committee (ParaTAC) of paratransit providers.

ParaTAC members will not have voting privileges at these joint meetings, but may engage in all discussions and may present their point of view prior to any decision-making at those meetings.

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. No actions will be taken 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 on an as-needed basis. Attendance at special meetings is not counted as part of members' attendance requirement. Agenda item(s) for special meeting(s) shall be stated when the meeting is called, but shall not be of a general business nature. Specialized meetings shall be concerned with studies, emergencies, or items of a time-urgent nature. Agenda item(s) of a regular meeting may be tabled for further discussion and action at a special meeting, the time and location to be announced in the tabling motion. Notice of such meetings shall be given to all members at least 72 hours prior to such meetings and shall be published on the Alameda CTC's website and at the Alameda CTC office, all in accordance with the Brown Act.

5.5 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 for consideration by any member to the chair and Alameda CTC staff. The Commission and/or Alameda CTC 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 upon request. The agenda shall be posted on the Alameda CTC website and office and provided at the meeting, all in accordance with the Brown Act.

5.6 Roberts Rules of Order. The rules contained in the latest edition of “Roberts Rules of Order Newly Revised” shall govern the proceedings of the PAPCO 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.

5.7 Place of Meetings. PAPCO 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.

5.8 Meeting Conduct. PAPCO members shall conduct themselves during meetings in a manner that provides a welcoming and safe environment for all attendees characterized by an atmosphere of mutual trust and respect. Members shall work with each other and staff to respectfully, fairly, and courteously deal with any conflict between attendees.

Article 6: Subcommittees

6.1 Establishment. The PAPCO may establish subcommittees subject to the approved Alameda CTC overall work program and budget as approved by the Commission to conduct an investigation or draft a report or other document or recommendation within the authority of PAPCO.

6.2 Membership. PAPCO members will be appointed to subcommittees by PAPCO, on a voluntary basis, or by the chair. No subcommittee shall have fewer than three members, nor will a subcommittee have greater than the number of members needed to constitute a quorum of PAPCO.

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.

7.3 Brown Act. All PAPCO meetings 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 PAPCO on any matter not on the agenda and on each matter listed on the agenda, in compliance with the Brown Act and time limits, up to three minutes per speaker, set at the discretion of the chair.

7.4 Meeting Notices. 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. Any other notice required or permitted to be given under these bylaws will follow the same policy. PAPCO members receive an exception to the paperless policy and will continue to receive notices via U.S. Postal Service in addition to electronic versions. Members can request to opt-out of paper notices.

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 Bylaws. Bylaws governing the meetings and activities of PAPCO 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.

8.5 Conflict with Governing Documents. In the event these bylaws conflict with the 2000 Transportation Expenditure Plan, the 2014 Transportation Expenditure Plan, California state law, or any action lawfully taken by ACTIA or the Alameda CTC, the conflicting provision in the Transportation Expenditure Plans, state law, or the lawful action of ACTIA or the Alameda CTC shall prevail.

8.6 Staffing. Alameda CTC will provide 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 per diem administration.



Independent Watchdog Committee Bylaws

Article 1: Definitions

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 Agency. A business or government organization established to provide a particular service.

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

1.4.1 All five Alameda County Supervisors.

1.4.2 Two City of Oakland representatives.

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

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

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

1.5 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.

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

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

1.8 Bicycle and Pedestrian Advisory Committee (BPAC). The Alameda CTC Committee that involves interested community members in the Alameda CTC's policy, planning, and implementation efforts related to bicycling and walking.

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

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

1.11 Fiscal Year. July 1 through June 30.

1.12 Independent Watchdog Committee (IWC or "Committee"). The Alameda CTC Committee of individuals created by the Commission as required by Measure BB, ~~with the assistance of the League of Women Voters and other citizens groups.~~ 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~~ has the responsibility of reviewing all Measure B expenditures and reviewing and overseeing all Measure BB expenditures and performance measures of the agency, as appropriate. IWC members are 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.

1.13 Local Newspapers. ~~A p~~Periodical publications typically published weekly or daily, that serves a city, ~~or cities or unincorporated communities~~ within Alameda County, whereby the contents are reasonably accessible to the public. On-line publications of these periodicals are included in this definition.

1.14 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. Collections for the sales tax authorized by Measure B began on April 1, 2002 and extends through March 31, 2022.

1.15 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.

1.16 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 or grant allocation basis.

1.17 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.

1.18 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.

1.19 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.

1.20 Monitor. To observe, track, or keep a continuous record of a process to support committee activities.

1.21 Organizational Meeting. An organizational meeting of the IWC will be ~~scheduled annually~~ held in July to elect officers and adopt the annual calendar.

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

1.23 Oversee. To watch over Measure BB expenditures and performance measures to support committee activities.

1.24 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 Alameda County residents and eligible 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.

1.25 Performance Measures. ~~A~~ Quantifiable methods used to assess how well the Alameda CTC is achieving its ~~desired~~ adopted objectives for Measure BB projects and programs.

1.26 Planning Area. Geographic groupings of cities and 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.

1.27 Subcommittee. A subset of the IWC, less than a quorum, usually organized for a certain purpose.

Article 2: Purpose and Responsibilities

2.1 Committee Purpose. The Committee is appointed pursuant to Measure B and Measure BB: 1) To review all expenditures of the Measure B transportation sales tax; and 2) to review, oversee and monitor to review and oversee all expenditures and performance measures, as appropriate, of the Measure BB transportation sales tax, to monitor projects and programs 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 Plans, the roles and responsibilities of the Committee include:

2.2.1 Hold public hearings and issue reports, on at least an annual basis, to inform Alameda County residents about how the sales tax funds are being spent. The hearings will be open to the public and must be held in compliance with the Brown Act, California's open meeting law, with information announcing the hearings well-publicized and posted in advance.

2.2.2 Have full access to Alameda CTC's independent auditor and have the authority to request and review specific information regarding use of the sales tax funds and to comment on the auditor's reports.

2.2.3 Publish an independent annual report, including any concerns the committee has about audits it reviews. The report will be published in local newspapers and will be made available to the public in a variety of forums to ensure access to this information.

2.2.4 Provide a balance of viewpoints, geography, age, gender, ethnicity and income status, to represent the different perspectives of the residents of the county.

~~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.~~

~~2.2.4 Hold public hearings and issue reports, on at least an annual basis, to inform Alameda County residents 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.~~

~~2.2.5 Publish an annual report and any comments concerning the audited financial report in local newspapers and make copies of the report available to the public at large, as approved within Alameda CTC's annual budget.~~

2.3 Additional Responsibilities. Additional IWC 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 and Measure BB 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 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: East Bay Economic Development Alliance; 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 IWC member shall be an Alameda County resident. An IWC member shall not be an elected official at any level of government; or be a public employee of any entity-agency that oversees or benefits from the proceeds of Measure B 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 until the Commission appoints their successor. ~~Appointments shall be for terms of up to two years or until the Commission appoints a successor.~~

3.5 Attendance. Members will ~~actively support committee activities and~~ regularly attend meetings. Accordingly, more than three consecutive absences is cause for removal from the Committee.

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 IWC shall annually elect a chair and vice chair. Each officer must be a duly appointed member of the IWC.

4.1.1 Duties. The chair shall preside at all meetings and will represent the IWC before the Commission to report on IWC activities. The chair shall serve as an voting ex-officio member of all subcommittees except a nominating subcommittee (when the 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 annually at the Organizational Meeting or as necessary to fill a vacancy. An individual receiving a majority of votes by a quorum shall be deemed to have been elected and will assume office at the meeting following the election. In the event of multiple nominations, the vote shall be by ballot. Officers shall be eligible for re-election indefinitely.

Article 5: Meetings

5.1 Open and Public Meetings. All IWC meetings shall be open and public and governed by the Brown Act. Public comment shall be allowed at all 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 up to 3 minutes per speaker at the discretion of the chair. Written comments may be submitted prior to the meeting. The number of IWC meetings, including regular meetings, sub-committee 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 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, 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 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 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 IWC members and posted and published in accordance with the Brown Act.

5.5 Public Hearing. At least annually, prior to publication of IWC's annual report, IWC shall conduct a public hearing on a draft of the 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 IWC meeting. Alameda CTC staff will notify all 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 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. 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 basis 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. 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 IWC may establish subcommittees subject to the 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 within the authority of the IWC.

6.2 Membership. IWC members will be appointed to subcommittees by the 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 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 and include full minutes in meeting packets prior to each regular 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 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 IWC on any matter not on the agenda and on each matter listed on the agenda, in compliance with the Brown Act and time limits, up to three minutes per speaker, set at the discretion of the chair.

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 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 maybe 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, as a recommendation to the Commission for approval. ~~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 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 Plans, state law or the lawful action of ACTIA or the Alameda CTC shall prevail.

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

8.7 Economic Interest. Each Committee member shall, no later than March 15 of every year, prepare and file with Alameda CTC a statement of 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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Independent Watchdog Committee
Bylaws Accepted with Modifications and Rejected Changes

Article	Title	Modification	Reason for Accepting or Rejecting Change
2.1	Committee Purpose	Recommended acceptance of the IWC change with modifications and changed the wording to read "...to review and oversee all expenditures and performance measures, as appropriate, of the Measure BB transportation sales tax, to monitor projects and programs and to report directly to the public."	To clarify the committee's purpose as intended in the 2014 Transportation Expenditure Plan - to review and oversee all expenditures and performance measures for Measure BB and to monitor projects and programs.
2.3.3	Additional Responsibilities	Recommended rejection of the IWC change to add an additional responsibility to "Annually develop and adopt a budget and work plan to fulfil the committee's responsibilities."	Pursuant to the authority of the Commission, the IWC is required to adhere to the Commission approved budget, which is designed to conform to the required salary and administrative caps in the transportation expenditure plans.
4.2	Office of Elections	Recommended rejection of the IWC change and removed the insertion "...secret..."	Pursuant to Government Code Section 54953(c)(2) a new subsection was added to the Brown Act by Senate Bill 751 regarding committees that are subject to the Brown Act. They now need to publicly report every vote taken.
5.1	Open and Public Meetings	Recommended rejection of the deletion of "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."	Pursuant to the authority of the Commission, the IWC is required to adhere to the Commission approved budget, which is designed to conform to the required salary and administrative caps in the transportation expenditure plans.
6.1	Establishment	Recommended rejection of the IWC change and removed the edit "when and as necessary or advisable to make nominations for office of the IWC, to develop and propose policy on a particular issue;...or for any other purpose." Recommended rejection of the deletion "subject to the approved Alameda CTC overall work program and budget as approved by the Commission..."	Subcommittees need to be established only when necessary to control administrative costs. To develop and propose policy on a particular issue is outside of the purview of the IWC. Pursuant to the authority of the Commission, the IWC is required to adhere to the Commission approved budget.
8.3	Bylaws	Recommended acceptance of the IWC change with modifications to include "...as a recommendation to the Commission for approval."	Including the modification will ensure that any changes to IWC's bylaws will need to be approved by the Commission as required in the Alameda CTC administrative code.

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Memorandum

5.3

1111 Broadway, Suite 800, Oakland, CA 94607

• 510.208.7400

• www.AlamedaCTC.org

DATE: September 8, 2015

SUBJECT: Socially Responsible Investments

RECOMMENDATION: There is no recommendation from this item.

Summary

At its meeting in March 2015, the Finance and Administration Committee expressed the desire to be informed about the concept of socially responsible investment (SRI), and to receive staff's opinion on whether SRI should be incorporated in future Investment Policy of the Commission.

Socially responsible investment is generally defined as an investment where social, environmental, or ethical considerations are taken into account in the selection, retention, and realization of investments. Investments which are considered socially responsible typically exclude those in companies with human rights violations, those which have poor employment practices or impair the local communities in which the companies operate, and those with poor environmental practices. Socially responsible investing also typically includes factoring in a company's policies that support and implement positive policies regarding the environment, including Climate Change, HR policies favorable to employees, including fair wages, and programs supporting equity issues, typically aimed at disadvantaged communities.

SRI is a continually evolving concept. The benefits, effectiveness and intended consequences (and unintended consequences) of SRI are still being debated. As a practical matter, however, the application of SRI principals to a portfolio has been known to interfere with an economic performance-based investment approach and the full evaluation of the market on a portfolio.

While social screening can be seen as a beneficial concept that would allow the Commission to put all or some of its money only towards companies that an SRI policy would support, it does not make good economic sense for the Alameda CTC. ACTC has a very focused mission – improving transportation in Alameda County and providing funds to the projects and programs specified in the Transportation Expenditure Plans adopted in 2000 (for Measure B) and 2014 (for Measure BB). The primary guides for ACTC investments have been stability and security, maximizing income and allowing for the flexibility needed to meet capital project changing schedules.

The practice of disallowing specific investments or investment types is not included in the best practices recommended by the Government Finance Officers Association. In addition, the practice of disallowing specific investments or investment types will increase the cost for the management of our portfolio, further reducing return on investments (ROI) and increasing risk in the portfolio, which is in direct contrast to the primary objectives of the agency's portfolio as defined in the California Government Code. Staff recommends that the Commission not adopt an SRI policy that would limit specific investments or investment types, which are currently allowed under the California Government Code.

Background

If the Commission were to decide to implement SRI screens on investments, the investment advisor would be required to research investment choices for investments that fit into the disallowed categories for ethical, environmental or other activities before making investments, increasing cost, and may require him to invest in less stable or lower rated investments, increasing risk. This type of research requirement was not included in the scope of our original contract with the investment advisor; therefore the contract would have to be renegotiated, which would increase agency costs significantly going forward. The research required by the investment advisor would be difficult, for example, Sara Lee had a tobacco division of which very few people were aware. There can be a significant amount of time spent on research to uncover all of a company's holdings and divisions. Also, the investment policy would need to address requirements for other institutions who work with the disallowed investment companies, such as how a bank that lends to tobacco companies, or companies that sell tobacco products, would need to be treated.

Staff has reviewed the current investment policies of the 14 incorporated cities in Alameda County as well as the investment policies of Alameda County, the Alameda Contra-Costa Transit District, the Bay Area Rapid Transit District, and the Metropolitan Transportation Commission. None of the 18 policies reviewed include language which requires an SRI screen for investments and, while the disallowance of specific investment types is uncommon, two of the investment policies reviewed include language which disallows specific investment types from their allowable investment categories. The investment policy for:

- The City of Berkeley prohibits the investment in fossil fuel companies and gun manufacturers, and
- The City of Oakland
 - Restricts the investment in U.S. Government Treasuries, which can be waived for up to 60 days at a time, and
 - Prohibits the investment in businesses deriving greater than 15 percent of their revenues from tobacco projects and the investment or ownership stake in any companies that extract, produce, refine, burn or distribute fossil fuels.

Fiscal Impact

This staff report is for information and discussion purposes only. There will be no fiscal impact if the Commission agrees with staff's recommendation **not** to establish social screens in the investment policy. If the Commission decides they would like to establish SRI screens on specific investments or investment types, there will be a fiscal impact due to increased portfolio management costs as well as a possible reduction in ROI, but these amounts can't be determined at this time.

Staff Contact

[Patricia Reavey](#), Director of Finance and Administration

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Memorandum

5.4

1111 Broadway, Suite 800, Oakland, CA 94607

• 510.208.7400

• www.AlamedaCTC.org

DATE:	September 8, 2015
SUBJECT:	Revised Alameda CTC Organizational Structure
RECOMMENDATION:	Approve the Revised Alameda CTC Organizational Structure and Associated Annual Salary Ranges for New Positions.

Summary

The purpose of this memorandum is to seek the Commission's approval of the proposed revised Alameda CTC organizational structure and associated salary ranges for new positions. Since the last Salaries and Benefits Resolution was adopted by the Commission in December 2014, staff has continued to monitor and evaluate its responsibilities and available resources of the Commission's finance and administration, planning and policy, and programming and project delivery teams. This was necessary in order to prepare the agency to meet the expanded responsibilities for managing and maintaining the I-580 Express Lanes and I-680 Southbound Express Lane, administering the voter-approved 2014 Measure BB transportation sale tax, and preparing and implementing the Alameda Countywide Transportation Plan and Capital Improvement Program.

Staff is proposing a number of revisions to the Commission's organizational structure to address an immediate and expected increase in responsibilities and imbalanced workload, given current staffing resources. The proposed revised organizational structure includes increases in staffing capacity from the currently approved 26 full-time equivalent (FTE) positions to 30 FTE positions, a net increase of four FTE positions or 15 percent, as shown in Attachment A, and an increase in the number of classifications from the currently approved 19 staff classifications to 30 staff classifications, as shown in Attachment B.

The proposed increase in staff classifications is meant to help attract, retain, and motivate qualified individuals by aligning their skills, knowledge, and effective performance to competitive public sector and private sector salaries. The revised structure will also enable the Commission to proactively address recruiting, retention and succession challenges that plague all organizations and offer a more effective and quality work program for the Commission.

The proposed revised organizational structure can be accomplished at an additional expense of about \$0.8 million in fiscal year 2015-16 (FY2015-16).

Background

In 2010, Alameda CTC implemented a restructuring of its organization to carry out the merger of the predecessor agencies, Alameda County Congestion Management Agency and Alameda County Transportation Improvement Authority. The merger eliminated redundancies, created efficiencies in administration, planning, programs and project delivery, and streamlined legislative, policy and programming efforts. Examples of these changes include the consolidation of three duplicate positions between the two former agencies, i.e., Executive Director, Director of Finance, and Clerk of the Board.

Subsequently, the Commission approved updates to the agency's structure in an ongoing effort to reorganize the administrative aspects of the agency, support a revised staffing plan resulting from unanticipated changes in the agency's workforce, and ensure timely and quality responsiveness to new and emerging Commission and Committee priorities. This memorandum seeks to amend the existing organizational structure to remain competitive and adapt to changes in the agency's responsibilities. The revised staff classifications and annual salary ranges include the following key features:

- Reclassification of the Project Controls Engineer classification to Senior Transportation Engineer;
- Separation of one classification into two classifications: Assistant Transportation Planner/Programming Analyst to 1) Assistant Transportation Planner and 2) Associate Program Analyst; and
- Addition of 11 new classifications: 1) Principal Program Analyst, 2) Senior Program Analyst, 3) Assistant Program Analyst, 4) Principal Administrative Analyst, 5) Senior Administrative Analyst, 6) Associate Administrative Analyst, 7) Assistance Administrative Analyst, 8) Senior Administrative Assistant, 9) Associate Transportation Planner, 10) Associate Transportation Engineer, and 11) Assistant Transportation Engineer, with associated salary ranges.

The Agency Administrative Code calls for the Executive Director to administer the agency personnel system which includes the determination of a staffing plan subject to conformance with the approved annual budget and the salary and benefits plan established by the Commission. The Commission also has delegated to the Executive Director the administrative authority to adjust salaries for agency employees within the approved annual salary ranges by classification. Factors taken into account include job performance, job expansion, added responsibilities and economic context. There are no automatic pay increases due to inflation, changes to the cost of living expenses, or pay grade step increases.

Fiscal Impact: The fiscal impact for approving the revised organizational structure and associated annual salary ranges for new positions is \$0.8 million. The final expense will be included in the Alameda CTC's consolidated FY2015-16 proposed mid-year budget update for Commission approval.

Staff Contact:

[Arthur Dao, Executive Director](#)

Attachments:

- A. Revised Functional Organization Structure
- B. Recommended FY2015-16 Staff Classifications and Annual Salary Ranges for Alameda CTC, Effective September 1, 2015

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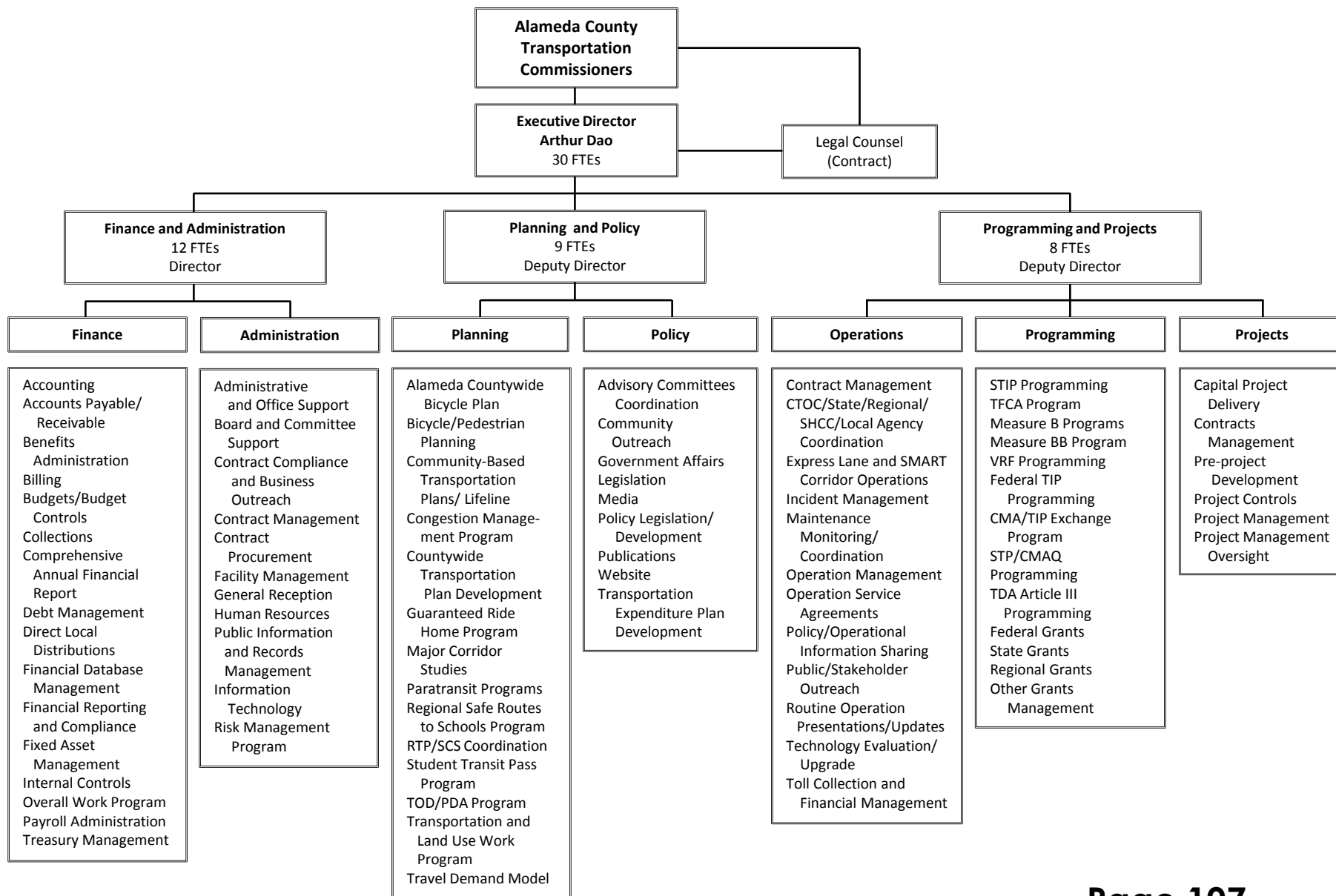
**Recommended FY2015-16 Staff Classifications
and Annual Salary Ranges for Alameda CTC
Effective September 1, 2015**

Position/Classification	Min	Med	Max
Executive Director	\$207,505	\$238,631	\$269,756
Deputy Director of Projects and Programming	\$153,876	\$176,957	\$200,039
Deputy Director of Planning and Policy	\$153,876	\$176,957	\$200,039
Director of Finance and Administration	\$153,876	\$176,957	\$200,039
Principal Transportation Engineer	\$120,207	\$138,238	\$156,270
Principal Transportation Planner	\$108,902	\$125,228	\$141,573
Senior Transportation Engineer	\$103,655	\$119,203	\$134,751
Senior Transportation Planner	\$93,906	\$107,992	\$122,077
Accounting Manager	\$93,906	\$107,992	\$122,077
Contracting, Administration and Fiscal Resource Manager	\$93,906	\$107,992	\$122,077
Associate Transportation Engineer ¹	\$89,380	\$102,787	\$116,194
Principal Program Analyst ¹	\$89,380	\$102,787	\$116,194
Principal Administrative Analyst ¹	\$85,073	\$97,834	\$110,595
Senior Program Analyst ¹	\$80,975	\$93,121	\$105,267
Senior Accountant	\$80,975	\$93,121	\$105,267
Associate Transportation Planner ¹	\$80,975	\$93,121	\$105,267
Assistant Transportation Engineer ¹	\$77,072	\$88,633	\$100,194
Senior Administrative Analyst ¹	\$77,072	\$88,633	\$100,194
Assistant Transportation Planner	\$73,360	\$84,363	\$95,367
Associate Program Analyst	\$73,360	\$84,363	\$95,367
Office Supervisor	\$73,360	\$84,363	\$95,367
Accountant	\$69,824	\$80,298	\$90,772
Clerk of the Board/Commission	\$69,824	\$80,298	\$90,772
Associate Administrative Analyst ¹	\$69,824	\$80,298	\$90,772
Assistant Program Analyst ¹	\$63,257	\$72,745	\$82,234
Assistant Administrative Analyst ¹	\$63,257	\$72,745	\$82,234
Accounting Technician	\$60,750	\$69,863	\$78,976
Executive Assistant	\$58,740	\$67,552	\$76,363
Senior Administrative Assistant ¹	\$53,216	\$61,199	\$69,181
Administrative Assistant	\$48,211	\$55,442	\$62,674
Note: ¹ Denotes a new staff classification.			

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**Alameda County Transportation Commission
Functional Organizational Chart
September 2015**

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