



Independent Watchdog Committee Meeting Agenda Monday, July 13, 2020, 5:30 p.m.

Due to the statewide stay at home order and the Alameda County Shelter in Place Order, and pursuant to the Executive Order issued by Governor Gavin Newsom (Executive Order N-29-20), the Independent Watchdog Committee will not be convening at its Committee Room but will instead move to a remote meeting.

Members of the public wishing to submit a public comment may do so by emailing Angie Ayers at aayers@alamedactc.org by 5:00 p.m. the day before the scheduled meeting. Submitted comments will be read aloud to the Committee and those listening telephonically or electronically; if the comments are more than three minutes in length the comments will be summarized. Members of the public may also make comments during the meeting by using Zoom's "Raise Hand" feature on their phone, tablet or other device during the relevant agenda item, and waiting to be recognized by the Chair. If calling into the meeting from a telephone, you can use "Star (*) 9" to raise/ lower your hand. Comments will generally be limited to three minutes in length.

Chair:	Steve Jones	Staff Liaison:	Patricia Reavey
Vice Chair:	Murphy McCalley	Clerk:	Angie Ayers

Location Information:

Virtual Meeting Information: <https://zoom.us/j/99964974444?pwd=YkNlbzdqWXhTZklVanhHcC9YQVVDUT09>
Webinar ID: 999 6497 4444
Password: 961826

For Public Access
Dial-in Information: (669) 900-6833
Webinar ID: 999 6497 4444
Password: 961826

To request accommodation or assistance to participate in this meeting, please contact Angie Ayers, at least 48 hours prior to the meeting date at: aayers@alamedactc.org

1. Call to Order

2. Roll Call

3. Public Comment

4. Presentation and Public Hearing of the Draft IWC Annual Report

Page/Action

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|--|---|--|
| 4.1. Open Public Hearing on the Draft IWC Annual Report | | |
| 4.2. Presentation of the Draft IWC Annual Report | 1 | |

4.3. Public Comment on the Draft IWC Annual Report		I
4.4. Close Public Hearing on the Draft IWC Annual Report		I
5. Meeting Minutes		
5.1. Approve March 9, 2020 IWC Meeting Minutes	13	A
6. Election of Officers		
6.1. Approve the Election of the IWC Chair and Vice Chair for FY2020-21		A
7. Direct Local Distribution Program Compliance Summary		
7.1. FY 2018-19 Measure B and Measure BB Program Compliance Summary Report	17	I
8. IWC Annual Report, Publication Methods and Costs, and Press Release		
8.1. Approve the Draft IWC Annual Report		A
8.2. Approve the Proposed Publication Costs and Distribution	37	A
8.3. Review Draft IWC Annual Report Press Release	41	I
9. IWC Calendar/Work Plan		
9.1. Approve the IWC Calendar/Work Plan for FY2020-21	43	I
10. Independent Auditor Work Plan		
10.1. Overview of Independent Auditor's Work Plan	45	I
11. IWC Member Reports/Issues Identification		
11.1. Chair's Report		I
11.2. IWC Issues Identification Process and Form	49	I
11.3. Issues form received – Long-Range Surface Transportation Planning in Alameda County	53	A
11.4. Member Reports		I
12. Staff Reports		
12.1. FY2020-21 IWC Budget	55	I
12.2. Staff Response to Request for Information		I
12.3. IWC Projects and Programs Watchlist Next Steps		I
12.4. IWC Roster	57	I
13. Adjournment		

Next Meeting: Monday, November 9, 2020

Notes:

- All items on the agenda are subject to action and/or change by the committee.
- To comment on an item not on the agenda (3-minute limit), submit a speaker card to the clerk.
- Call 510.208.7450 (Voice) or 1.800.855.7100 (TTY) five days in advance to request a sign-language interpreter.
- If information is needed in another language, contact 510.208.7400. Hard copies available only by request.
- Call 510.208.7400 48 hours in advance to request accommodation or assistance at this meeting.
- Meeting agendas and staff reports are available on the [website calendar](#).
- Alameda CTC is located near 12th St. Oakland City Center BART station and AC Transit bus lines. [Directions and parking information](#) are available online.



Alameda CTC Schedule of Upcoming Meetings July 2020 and September 2020

Commission Chair

Mayor Pauline Russo Cutter
City of San Leandro

Commission Vice Chair

Councilmember John Bauters
City of Emeryville

AC Transit

Board Vice President Elsa Ortiz

Alameda County

Supervisor Scott Haggerty, District 1
Supervisor Richard Valle, District 2
Supervisor Wilma Chan, District 3
Supervisor Nate Miley, District 4
Supervisor Keith Carson, District 5

BART

Director Rebecca Saltzman

City of Alameda

Mayor Marilyn Ezy Ashcraft

City of Albany

Mayor Nick Pilch

City of Berkeley

Mayor Jesse Arreguin

City of Dublin

Mayor David Haubert

City of Fremont

Mayor Lily Mei

City of Hayward

Mayor Barbara Halliday

City of Livermore

Mayor John Marchand

City of Newark

Councilmember Luis Freitas

City of Oakland

Councilmember At-Large
Rebecca Kaplan
Councilmember Sheng Thao

City of Piedmont

Mayor Robert McBain

City of Pleasanton

Mayor Jerry Thorne

City of Union City

Mayor Carol Dutra-Vernaci

Executive Director

Tess Lengyel

Commission and Committee Meetings

Time	Description	Date
2:00 p.m.	Alameda CTC Commission Meeting	July 23, 2020 September 24, 2020
9:00 a.m.	I-680 Sunol Smart Carpool Lane JPA (I-680)	September 14, 2020
9:30 a.m.	Finance and Administration Committee (FAC)	
10:00 a.m.	Programs and Projects Committee (PPC)	
11:30 a.m.	Planning, Policy and Legislation Committee (PPLC)	

Advisory Committee Meetings

5:30 p.m.	Independent Watchdog Committee (IWC)	July 13, 2020
9:30 a.m.	Paratransit Technical Advisory Committee (ParaTAC)	September 8, 2020
1:30 p.m.	Alameda County Technical Advisory Committee (ACTAC)	September 10, 2020
1:30 p.m.	Paratransit Advisory and Planning Committee (PAPCO)	September 28, 2020

All meetings are held at Alameda CTC offices located at 1111 Broadway, Suite 800, Oakland, CA 94607. Meeting materials, directions and parking information are all available on the [Alameda CTC website](http://www.AlamedaCTC.org). Meetings subject to change.

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18th Annual Independent Watchdog Committee Report to the Public FY2018-19

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The IWC concludes that 2000 Measure B and 2014 Measure BB tax dollars were spent in accordance with the intent of the two measures during FY2018-19, **except as noted on the last page.** However, opportunities for improvement remain.

Measure B and Measure BB Sales Tax Activities

In November 2000, Alameda County voters approved Measure B, which extended the County's 1986 half-cent transportation sales tax to 2022 and set forth a 20-year Expenditure Plan to enhance the County's transportation system. 2000 Measure B also established a Citizens Watchdog Committee (CWC) to review all Measure B expenditures for compliance with the Expenditure Plan.

In November 2014, Alameda County voters approved Measure BB, which increased the County's half-cent transportation sales tax to one full cent, extended the tax through 2045 and set forth a 30-year Expenditure Plan for essential transportation improvements

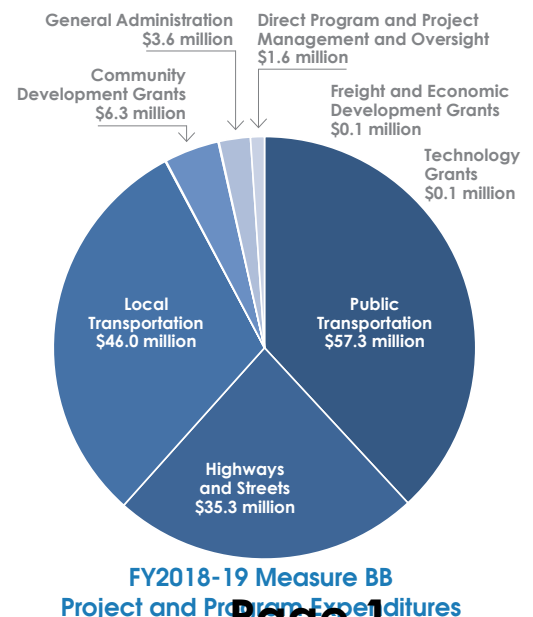
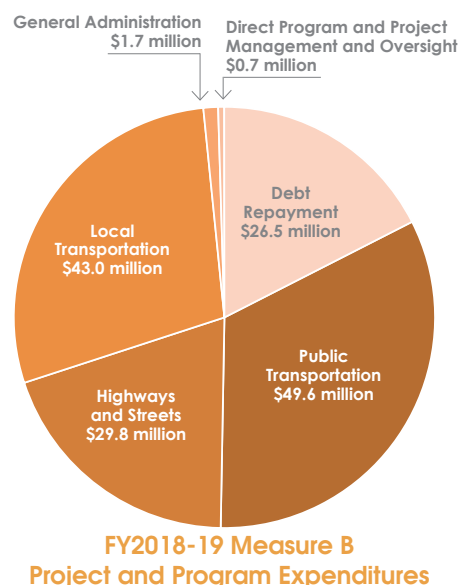
in every city throughout the County.

The 2014 Measure BB established an Independent Watchdog Committee (IWC) that reports its findings annually to the public to ensure appropriate use of sales tax funds and provides oversight by reviewing Measure B expenditures and Measure BB expenditures and performance measures. The IWC does not opine on other funds the Alameda CTC manages and/or programs. The IWC replaced and assumed responsibility for CWC activities in July 2015. This 18th annual report reviews expenditures and IWC activities during the fiscal year ended June 30, 2019 (FY2018-19).

SUMMARY OF

Revenues and Expenditures

The Alameda County Transportation Commission (Alameda CTC) is responsible for administering the Measure B and Measure BB transportation sales tax measures. In FY2018-19, Measure B revenues for Alameda CTC totaled \$167.2 million, and audited expenditures totaled \$151.3 million. Measure BB revenues totaled \$166.8 million, and audited expenditures totaled \$150.3 million in FY2018-19.



Financials At-a-Glance

THE IWC REVIEWS ALAMEDA CTC 2000 MEASURE B AND 2014 MEASURE BB EXPENDITURES,

which are primarily for transportation projects and programs. These include direct local distributions (DLDs) and discretionary grants to jurisdictions that fund four main programs: local streets and roads, mass transit, paratransit, and bicycle and pedestrian safety. These expenditures also include general administration, and all are subject to an independent audit.

Alameda CTC's Comprehensive Annual Financial Report for the year ended June 30, 2019 is available here: https://www.alamedactc.org/wp-content/uploads/2019/12/Alameda_CTC_FY2018-19_CAFR.pdf.



Measure B Expenditures

In FY2018-19, audited expenditures on Measure B programs, projects and administration totaled \$151.3 million. Alameda CTC expended \$31.5 million on capital projects, \$87.6 million on DLDs, \$26.5 million on debt repayment, \$3.3 million on discretionary grants, \$1.7 million on general administration and \$0.7 million on direct program and project management and oversight. The revenues available for projects and programs are allocated at a rate of approximately 60 percent to programs and 40 percent to capital projects. The revenues will be allocated over the life of the program to ultimately achieve the percentage split indicated in the Measure B Expenditure Plan (see note on page 3).

Alameda CTC issued \$137.1 million of Measure B Sales Tax Revenue Bonds in March 2014 to bridge a short-term funding gap that existed while many large capital projects in the Expenditure Plan were being closed out. Repayment of the debt was deferred until March 2017, when the first principal payment was made. In FY2018-19 the bonds incurred \$26.5 million of costs (principal and interest) related to annual debt repayment and will continue to incur this same amount each fiscal year until the last bond matures in March 2022. More details related to the debt are in the official statement: https://www.alamedactc.org/wp-content/uploads/2018/11/Series2014_SalesTaxRevenueBonds_Official_Statement.pdf.

Alameda CTC FY2018-19 Audited Measure B Expenditures

(\$ in millions rounded)

Public Transit	\$49.6
Direct Local Distributions - Transit Service	\$33.0
Direct Local Distributions - Paratransit	14.0
Express Bus Grants	0.4
Paratransit Grants	0.5
Public Transit Capital Projects	1.7
Highways and Streets Capital Projects	29.8
Local Transportation	43.0
Direct Local Distributions - Local Streets and Roads	34.8
Direct Local Distributions - Bicycle and Pedestrian	5.8
Bicycle and Pedestrian Grants	2.3
Transit Center Development Grants	0.1
Local Transportation Capital Projects	-
General Administration	1.7
Direct Program and Project Management and Oversight	0.7
Debt Repayment	26.5
Total:	\$151.3

Measure BB Expenditures

In FY2018-19, audited expenditures on Measure BB programs, projects, and administration totaled \$150.3 million. Alameda CTC expended \$50.6 million on capital projects, \$85.0 million on DLDs, \$9.5 million on discretionary grants, \$3.6 million on general administration and \$1.6 million on direct program and project management and oversight. The revenues available for projects and programs are allocated at a rate of approximately 65 percent to programs and 35 percent to capital projects. The revenues will be allocated over the life of the program to ultimately achieve the percentage split indicated in the Measure BB Expenditure Plan (see note to right of table).

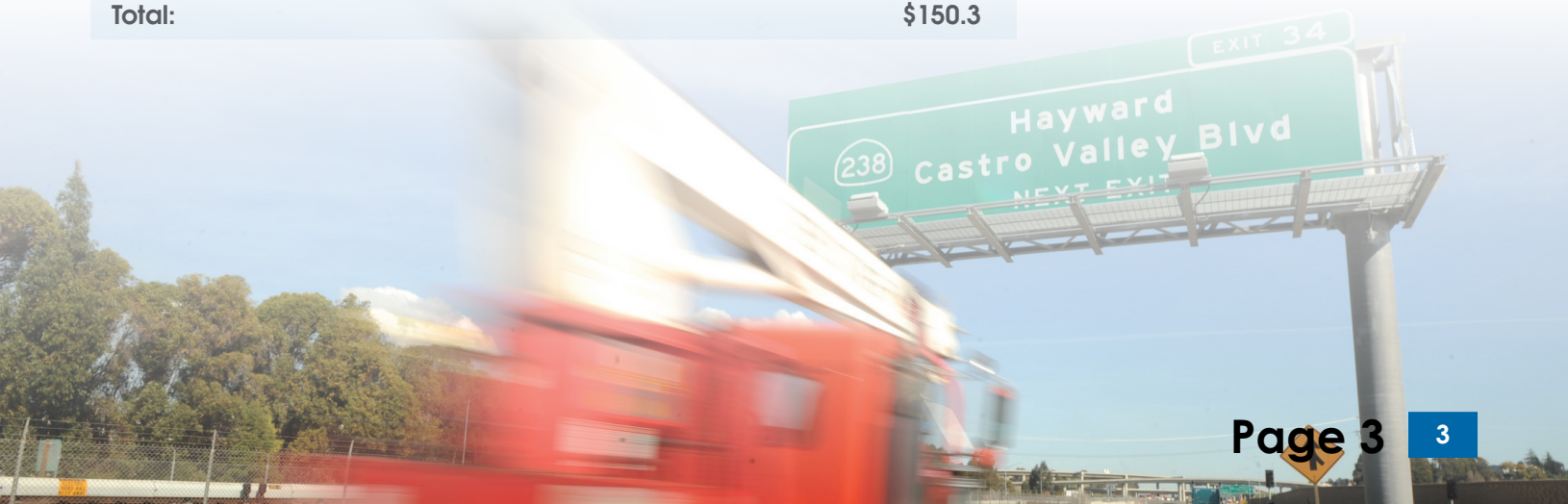
Alameda CTC FY2018-19 Audited Measure BB Expenditures

(\$ in millions rounded)

Public Transit	\$57.3
Direct Local Distributions - Transit Service	\$34.2
Direct Local Distributions - Paratransit	14.3
Transit Operations, Maintenance, and Safety	2.0
Paratransit Grants	0.6
Public Transit Capital Projects	6.2
Highways and Streets Capital Projects	35.3
Local Transportation	46.0
Direct Local Distributions - Local Streets and Roads	31.7
Direct Local Distributions - Bicycle and Pedestrian	4.8
Bicycle and Pedestrian Grants	0.4
Local Transportation Capital Projects	9.1
Freight and Economic Development Grants	0.1
Community Development Grants	6.3
Technology Grants	0.1
General Administration	3.6
Direct Program and Project Management and Oversight	1.6
Total:	\$150.3



Note on tables on pages 2-3:
In accordance with the 2000 Measure B Expenditure Plan, Alameda CTC allocates funds for specific capital projects, such as highway improvements or transit projects, and other transportation grants (paid on a reimbursement basis), and distributes funds for local streets and roads maintenance, mass transit, paratransit, and bicycle and pedestrian safety programs on a monthly, formula basis to the cities, the County and transit operators. Refer to note 2 on page 8 for the program allocation percentage split.



Measure B and Measure BB recipients are required to provide audited financial statements and compliance reports to document revenues received (including interest) and expenditures incurred each fiscal year.

FY2018-19 Measure B Direct Local Distributions (DLDs) for All Programs

Program compliance reports submitted by Measure B DLD fund recipients reported \$85.0 million in expenditures during FY2018-19. (See table below for details by recipient.) For more information about DLD Program expenditures and fund balances, see: https://www.alamedactc.org/wp-content/uploads/2020/06/DLD_Program_Compliance_FY18-19_Presentation_20200625.pdf.

FY2018-19 Measure B Summary of Revenues, Expenditures and Fund Balances¹

Agency/Jurisdiction	FY18-19 Starting MB Balance	FY18-19 MB Revenue	FY18-19 MB Interest	FY18-19 MB Expended	FY18-19 Ending MB Balance
AC Transit	\$4,864,683	\$33,367,484	\$0	\$32,743,869	\$5,488,298
BART	\$0	\$2,319,998	\$0	\$2,319,998	\$0
LAVTA	\$0	\$1,274,531	\$0	\$1,274,531	\$0
WETA	\$1,486,689	\$1,214,495	\$24,883	\$405,296	\$2,320,771
ACPWA	\$2,912,529	\$3,820,518	\$43,425	\$4,031,205	\$2,745,267
ACE	\$377,857	\$3,300,936	\$19,171	\$2,383,376	\$1,314,588
City of Alameda	\$2,362,180	\$2,716,897	\$73,909	\$3,427,795	\$1,725,191
City of Albany	\$1,004,522	\$637,176	\$0	\$159,507	\$1,482,191
City of Berkeley	\$2,858,039	\$4,370,085	\$70,663	\$2,757,399	\$4,541,388
City of Dublin	\$1,073,440	\$838,658	\$17,633	\$1,070,127	\$859,604
City of Emeryville	\$1,239,421	\$424,551	\$10,207	\$1,566,183	\$107,996
City of Fremont	\$3,807,008	\$4,758,629	\$103,896	\$5,543,136	\$3,126,397
City of Hayward	\$3,516,839	\$4,386,833	\$119,070	\$2,037,834	\$5,984,908
City of Livermore	\$2,971,622	\$1,539,449	\$85,831	\$1,241,060	\$3,355,842
City of Newark	\$975,281	\$947,619	\$14,404	\$1,000,046	\$937,258
City of Oakland	\$12,144,394	\$15,645,351	\$205,768	\$19,015,732	\$8,979,781
City of Piedmont	\$5,103	\$503,761	\$131	\$372,237	\$136,758
City of Pleasanton	\$469,384	\$1,324,383	\$35,215	\$195,771	\$1,633,211
City of San Leandro	\$2,540,060	\$2,349,162	\$61,338	\$3,463,657	\$1,486,903
City of Union City ²	\$1,322,074	\$1,967,853	\$0	\$0	\$3,289,927
Total	\$45,931,125	\$87,708,370	\$885,543	\$85,008,759	\$49,516,279

¹ This table reflects total Measure B funds reported by agency/jurisdiction. Revenue and expenditure figures may vary due to rounding.

² The City of Union City financials are still pending.



FY2018-19 Measure BB Direct Local Distributions (DLDs) for All Programs

Measure BB DLD fund recipients reported \$76.6 million in expenditures during FY2018-19. (See table below for details by recipient.) For more information about DLD Program expenditures and fund balances, see: https://www.alamedactc.org/wp-content/uploads/2020/06/DLD_Program_Compliance_FY18-19_Presentation_20200625.pdf.

FY2018-19 Measure BB Summary of Revenues, Expenditures and Fund Balances¹

Agency/Jurisdiction	FY18-19 Starting MBB Balance	FY18-19 MBB Revenue	FY18-19 MBB Interest	FY18-19 MBB Expended	FY18-19 Ending MBB Balance
AC Transit	\$5,399,943	\$36,934,623	\$0	\$36,263,157	\$6,071,409
BART	\$0	\$3,170,354	\$0	\$3,170,354	\$0
LAVTA	\$0	\$1,154,631	\$0	\$1,154,631	\$0
WETA	\$836,258	\$792,589	\$15,300	\$14,014	\$1,630,133
ACPWA	\$5,875,911	\$3,065,017	\$72,343	\$4,758,760	\$4,254,511
ACE	\$5,000	\$1,585,177	\$7,353	\$1,592,530	\$5,000
City of Alameda	\$1,642,626	\$2,534,670	\$47,118	\$3,213,922	\$1,010,492
City of Albany	\$1,295,922	\$593,201	\$0	\$25,454	\$1,863,669
City of Berkeley	\$5,684,401	\$4,080,527	\$142,546	\$1,088,381	\$8,819,093
City of Dublin	\$492,718	\$733,171	\$6,822	\$721,216	\$511,495
City of Emeryville	\$598,751	\$396,513	\$4,966	\$769,300	\$230,930
City of Fremont	\$2,545,115	\$3,913,410	\$83,610	\$2,685,079	\$3,857,056
City of Hayward	\$3,262,805	\$3,821,036	\$128,937	\$265,941	\$6,946,837
City of Livermore	\$2,657,587	\$1,352,876	\$73,902	\$1,080,352	\$3,004,013
City of Newark	\$622,483	\$774,616	\$12,746	\$683,351	\$726,494
City of Oakland	\$5,815,949	\$14,619,641	\$143,486	\$17,386,672	\$3,192,403
City of Piedmont	\$2,370	\$467,945	\$9,028	\$228,377	\$250,966
City of Pleasanton	\$1,280,120	\$1,279,476	\$54,860	\$386,405	\$2,228,051
City of San Leandro	\$1,900,693	\$2,058,796	\$5,039	\$1,133,873	\$2,830,655
City of Union City ²	\$1,062,384	\$1,557,961	\$0	\$0	\$2,620,345
Total	\$40,981,036	\$84,886,227	\$808,056	\$76,621,768	\$50,053,551

¹ This table reflects total Measure BB funds reported by agency/jurisdiction. Revenue and expenditure figures may vary due to rounding.

² The City of Union City financials are still pending.

Performance Measures for DLD Recipients' Projects and Programs

On an annual basis, Measure B and Measure BB recipients are required to document expenditures and include a description of the accomplishments made with the DLD investment. Recipients also are required to report how specific performance measures were met. According to the Measure BB expenditure plan, "... the Independent Watchdog Committee will

review the performance and benefit of projects and programs based on performance criteria established by Alameda CTC." The IWC began monitoring Measure BB performance measures during its review of FY2016-17 DLD expenditures and will continue to make recommendations to the Commission for future years.

Independent Watchdog Committee Activities

The Independent Watchdog Committee (IWC) reports directly to the public and provides oversight by reviewing Alameda CTC Measure B expenditures and Measure BB expenditures and performance measures. The IWC meets at least four times a year as a full committee and convenes subcommittees as needed. 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. IWC members performed the following activities from July 1, 2018 through June 30, 2019.

- **Ongoing Programs and Capital Projects Monitoring:** The IWC monitors specific programs, capital projects and issues of concern.
- **Review of Independent Audit of Alameda CTC:** The IWC reviews the independent auditor's plan for the audit before it begins and reviews the draft audited Comprehensive Annual Financial Report regarding Measure B and Measure BB revenues and expenditures.
- **Audit and Compliance Report Review:** The IWC members review

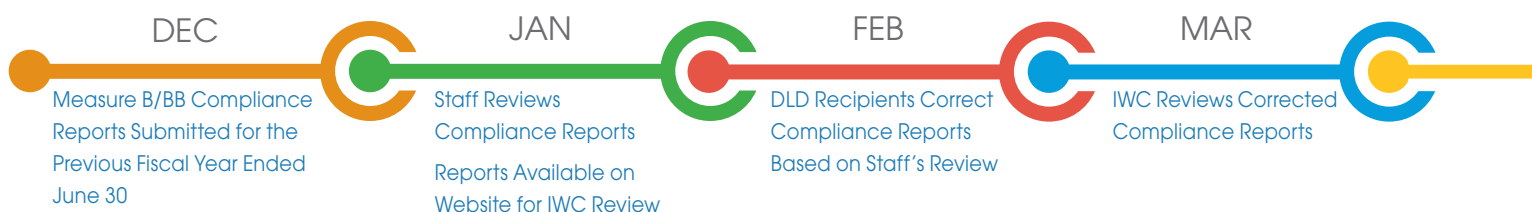
audited financial statements and compliance reports, including performance measures, received from Measure B and Measure BB direct local distribution (DLD) recipients to ensure expenditures comply with the requirements in the applicable Expenditure Plan. DLD recipients' audited financial statements and compliance reports are available at <https://www.alamedactc.org/funding/compliance-reports/>.

During the IWC's review of compliance reports, an IWC member suggested that DLD recipients be required to certify that Measure B and Measure BB funds received were not used to replace local revenues historically used for transportation purposes, as required in the Expenditure Plans for both measures. In response, for FY2018-19, Alameda CTC staff incorporated an additional certification form into the compliance report required from DLD recipients. DLD recipients confirmed that DLD funds received in FY2018-19 were used to supplement, and not replace, existing local revenues used for transportation purposes.

- **Issues Identification Process:** IWC members may request and receive information from DLD recipients and/or Alameda CTC staff if they have concerns regarding Measure B and Measure BB expenditures. The committee may also review issues regarding Measure B and Measure BB expenditures identified by the public.

November 2018 Measure BB implementing guidelines: IWC members raised questions related to Measure BB implementing guidelines in the Expenditure Plan and how some of these items are addressed in annual compliance reports received from DLD recipients. Staff responded at the January 2019 meeting and defined the terms "jurisdiction" and "timely use of funds;" incorporated the additional certification form mentioned above; incorporated an updated and expanded industry standard calculation of cost per passenger trip for transit and paratransit services into the annual compliance report; and agreed to review geographic equity related to Measure BB program direct

IWC Annual Report to the Public Timeline:



local distribution formulas as required by the Expenditure Plan.

March 2019 Measure B and Measure BB annual revenues and expenditures:

An IWC member requested an explanation of the difference between the information in the Alameda CTC FY2017-18 Financial Report versus the DLD Distributions Overview provided at the March IWC meeting. Staff provided a written response to explain that of the approximately \$300 million annual total Measure B and Measure BB revenues in the Financial Report, a portion of the revenues (over 50 percent) is distributed to eligible DLD recipients immediately, and the balance of net revenues is reserved to be programmed toward capital projects and discretionary programs. Alameda CTC programs and allocates Measure B and Measure BB sales tax funds toward projects and programs throughout Alameda County through a Comprehensive Investment Plan approved by the Commission.

- **Annual Report to the Public:** Each year, the IWC establishes a subcommittee to develop the annual report to the public regarding Measure B and Measure BB expenditures and to discuss distribution and outreach for the annual report (timeline below).



IWC Members

Name	Appointer
Steven Jones, Chair	Alameda County Mayors' Conference, District 1
Murphy McCalley, Vice Chair	Supervisor Nate Miley, District 4
Keith Brown	Alameda Labor Council, AFL-CIO
Curtis Buckley	Bike East Bay
Oscar Dominguez	East Bay Economic Development Alliance
Herb Hastings	Paratransit Advisory and Planning Committee
Cary Knoop*	Alameda County Mayors' Conference, District 2
Glenn Naté	Supervisor Richard Valle, District 2
Patrishia Piras	Sierra Club
Carmen Rivera-Hendrickson+	Paratransit Advisory and Planning Committee
Thomas Rubin*	Alameda County Taxpayers Association
Karina Ryan*	League of Women Voters
Harriette Saunders*	Alameda County Mayors' Conference, District 3
Carl Tilchen*	Alameda County Supervisor Scott Haggerty, District 1
Hale Zukas	Supervisor Keith Carson, District 5

♦ Members who resigned during or after the reporting period.

* Members who joined the committee during this reporting period.

+ Members who joined the committee after the reporting period.

APR / MAY

IWC Annual Report
Subcommittee Meets to
Develop Annual Report

JUN

Summary of
Compliance Reports
and Findings
Released

JUL

IWC Annual Report
Public Hearing and
Approval

AUG

IWC Annual Report
Published and
Available to the Public

Measure B and Measure BB Funded Programs

In FY2018-19, Alameda CTC expended \$90.9 million in Measure B funds and \$94.5 million in Measure BB funds on programs as defined below.

Local Streets and Roads: All cities and the County receive allocations for local transportation improvements, including street maintenance and repairs. Jurisdictions use these flexible Measure B and Measure BB funds to meet their locally determined transportation priorities.

- Payments to jurisdictions:
Total Measure B: **\$34.8 million**
Total Measure BB: **\$31.7 million**

Mass Transit: Transit systems ACE, AC Transit, BART, LAVTA, Union City Transit and WETA receive allocations for operations and/or maintenance.¹

- Payments to local transit operators:
Measure B - \$33.0 million

Measure BB - \$34.2 million

- Grants: Measure B - \$0.4 million
Measure BB - \$2.0 million

Total Measure B: **\$33.4 million**
Total Measure BB: **\$36.2 million**

Special Transportation for Seniors and People with Disabilities: Funds are allocated to support paratransit under the Americans with Disabilities Act (ADA) and other transportation programs for seniors and people with disabilities.

- Payments to local jurisdictions:
Measure B - \$14.0 million
Measure BB - \$14.3 million
- Grants: Measure B - \$0.5 million
Measure BB - \$0.6 million

Total Measure B: **\$14.5 million**
Total Measure BB: **\$14.9 million**

Bicycle and Pedestrian Safety Funds: All cities and the County receive these funds for bicycle and pedestrian plans, programs and capital projects.

- Payments to local jurisdictions:
Measure B - \$5.8 million
Measure BB - \$4.8 million
 - Grants: Measure B - \$2.3 million
Measure BB - \$0.4 million
- Total Measure B: **\$8.1 million**
Total Measure BB: **\$5.2 million**

Other Measure BB Grants: Funds are allocated for freight and economic development, community development and technology projects.

Total Measure BB: **\$6.5 million**

¹ Transit operators include Alameda-Contra Costa Transit District (AC Transit), Altamont Corridor Express (ACE), Livermore Amador Valley Transit Authority (LAVTA), Union City Transit, San Francisco Bay Area Rapid Transit District (BART) and San Francisco Bay Area Water Emergency Transportation Authority (WETA).

² The 2000 Measure B Expenditure Plan specifies the following program allocations: local streets and roads (22.34%), mass transit (21.92%), special transportation for seniors and people with disabilities (10.45%), bicycle and pedestrian safety (5.02%) and transit center development (0.19%).

The 2014 Measure BB Expenditure Plan specifies the following program allocations: local streets and roads (20.00%), mass transit (23.81%), special transportation for seniors and people with disabilities (10.01%), bicycle and pedestrian safety (5.02%), affordable student transit pass (0.19%), community development investments (4.00%), freight and economic development (1.00%) and technology, innovation and development (1.00%).

See the FY2018-19 Program Compliance Report for data on expenditures by Measure B and Measure BB fund recipients: <https://www.alamedactc.org/news-publications/reports/>.

Transportation Programs and Projects

The transportation programs and projects that Measure B and Measure BB fund are intended to expand access and improve mobility to foster a vibrant and livable environment for people in Alameda County.

Programs: Alameda CTC allocates approximately 60 percent of Measure B and 65 percent of Measure BB funds on a monthly basis by formula² to local jurisdictions and transit operators for ongoing maintenance, operations and small infrastructure or capital projects, and through competitive grants paid on a reimbursement basis.

Projects: Alameda CTC allocates approximately 40 percent of Measure B and 35 percent of Measure BB funds to specific capital projects (see pages 9-11).



Measure B and Measure BB Funded Projects

In FY2018-19, Alameda CTC expended \$31.6 million of 2000 Measure B funds and \$51.3 million of 2014 Measure BB funds on capital projects for transportation infrastructure improvements, such as BART rail extensions, express lanes, highway and transit improvements, local street and road enhancements, intermodal projects, and other local projects.

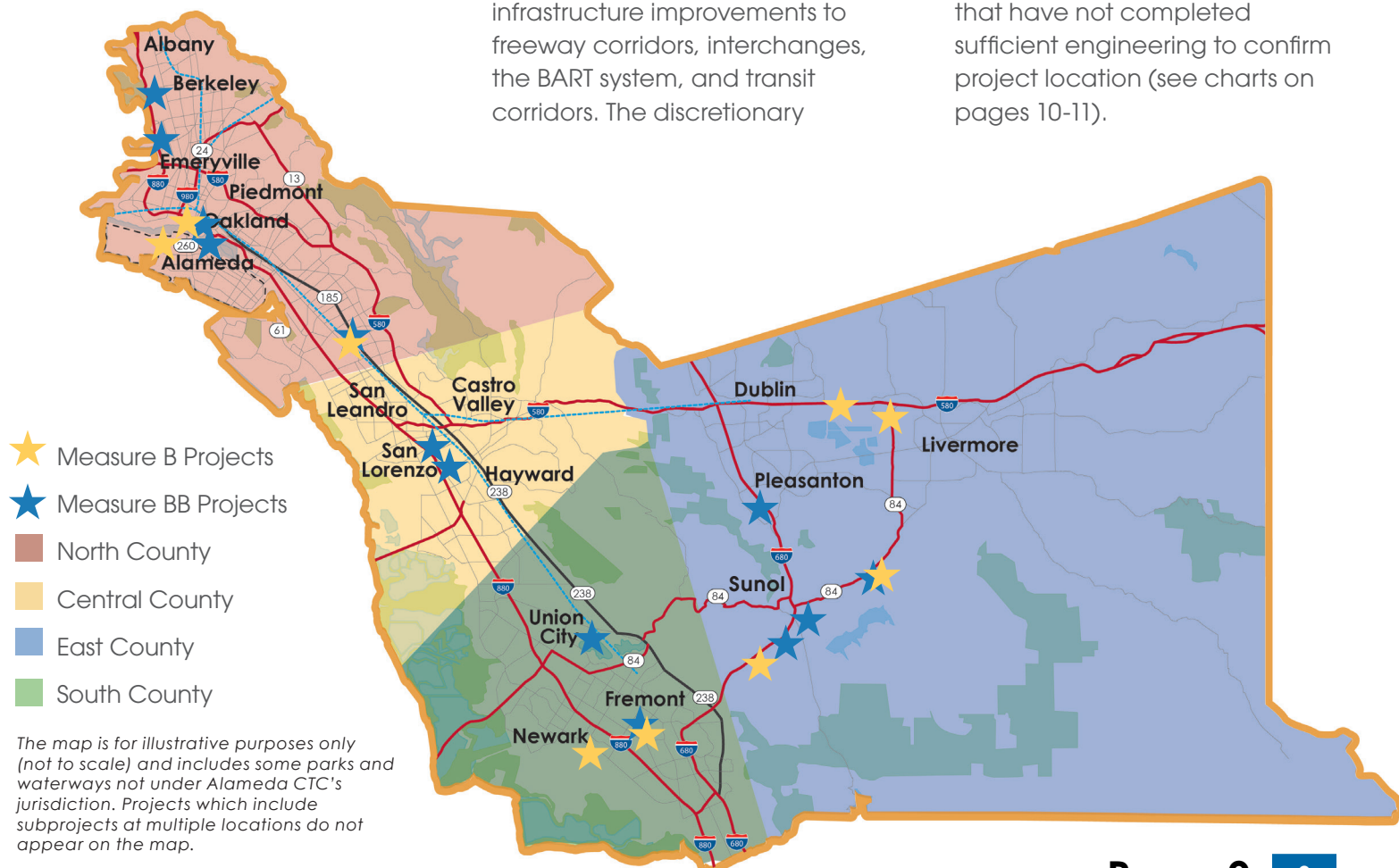
In addition to the voter-approved 2000 Measure B capital projects, Alameda CTC added several projects approved by the Commission pursuant to the Expenditure Plan: the Vasco Road

Safety Improvement Project from the Measure B Congestion Relief Emergency Fund in 2003, the I-80 Integrated Corridor Management Project in 2008, the I-880/23rd and 29th Avenues Interchanges and the Countywide Transportation Plan/Transportation Expenditure Plan in 2010, and the Studies for Congested Segments/Locations on the CMP Network in 2011.

The 2014 Measure BB Expenditure Plan includes a combination of specifically named capital projects and discretionary programs. The named capital projects are primarily large-scale infrastructure improvements to freeway corridors, interchanges, the BART system, and transit corridors. The discretionary

programs fund a diverse pool of projects that vary by type, size, and location. Examples of large-scale capital improvements funded by the discretionary programs include the GoPort Program at the Port of Oakland, multimodal corridor projects on San Pablo Avenue, and railroad safety programs.

The map below highlights the location of Measure B and Measure BB capital projects that were active during FY2018-19, except those projects that contain subprojects at various locations or those projects that have not completed sufficient engineering to confirm project location (see charts on pages 10-11).



FY2018-19 Measure B Active Projects

Current Phase ¹	2000 Measure B Project Name	Planning Area ²	2000 Measure B Commitments (\$ million)	2000 Measure B Allocated (\$ million)	FY18-19 Measure B Expenditures (\$ million)
Project Closeout	Isabel Avenue - Route 84/I-580 Interchange	E	26.5	26.5	0.5
Project Closeout	BART Warm Springs Extension	S	224.4	224.4	0.6
Design	East 14th St/Hesperian Blvd/150th Street Intersection Improvement	C	3.2	3.2	0.0
Various	Altamont Commuter Express Rail ^{3, 4}	S/E	13.2	13.2	0.7
Various	Downtown Oakland Streetscape Improvement	N	6.4	6.4	0.0
Various	I-680 Sunol Express Lanes Improvements ^{5, 6}	S/E	155.2	155.2	25.1
Various	Emerging Projects (Congestion Relief Emergency Fund) ^{3, 4}	N/E	10.3	10.3	-1.3
Various	Route 84 Expressway ⁵	E	96.5	96.5	4.2
Various	Dumbarton Corridor Improvements (Central Avenue Overpass)	S	19.4	19.4	-0.1
N/A	I-880/Broadway-Jackson Interchange Improvements (Study Only) ⁶	N	8.1	8.1	1.0
N/A	I-580 Corridor/BART to Livermore Studies	E	41.8	41.8	0.9

Measure B Notes:

¹ Project phase is as of April 2020. The Project Closeout phase indicates construction is complete, and the project financial closeout is underway.

² Project Planning Areas include C = Central County, E = East County, N = North County, S = South County.

³ Construction schedules shown are subject to change based on project delivery activities. Begin Construction date shown is typically the expected contract award date. End Construction date for BART capital projects is the point at which revenue service is estimated to begin.

⁴ The funding status is as of April 2020. The funding amounts shown for Measure B are allocated amounts. Non-Measure B funds are subject to change based on programming and allocation activities by the applicable governing agency.

⁵ Includes projects at multiple locations.

⁶ Not shown on the map on page 9.

⁷ More information about complete projects is available on the Alameda CTC website: <https://www.alamedactc.org/programs-projects/>



FY2018-19 Measure BB Active Projects

ID	Program	2014 Measure BB Project/Discretionary Program Name	Planning Area ¹	Total Measure BB Commitment (\$ million)	Total Amount Allocated To Date (\$ million)	FY18-19 Measure BB Expenditures (\$ million)
13	Capital	Telegraph Ave/East 14th/International Blvd Project ⁴	N/C	10.0	10.0	2.7
14	Capital	Alameda to Fruitvale BART Rapid Bus ⁴	N	9.0	1.4	0.0
15	Capital	Grand/MacArthur BRT ⁴	N	6.0	0.1	0.0
16	Capital	College/Broadway Corridor Transit Priority ⁴	N	10.0	0.1	0.0
17	Capital	Irvington BART Station	S	120.0	19.2	0.8
18	Capital	Bay Fair Connector/BART METRO	C	100.0	5.6	0.0
19	Capital	BART Station Modernization and Capacity Program	VAR	90.0	10.0	0.0
20	Capital	BART to Livermore Extension, Phase 1, ⁴	E	400.0	0.0	0.0
21	Discretionary	Dumbarton Corridor Area Transportation Improvements ⁴	S	120.0	17.1	0.6
22	Capital	Union City Intermodal Station	S	75.0	0.1	0.0
23	Discretionary	Railroad Corridor Right of Way Preservation and Track Improvements ⁴	VAR	110.0	0.0	0.0
24	Capital	Oakland Broadway Corridor Transit	N	10.0	4.7	0.0
25	Capital	Capitol Corridor Service Expansion ⁴	VAR	40.0	0.0	0.0
26	Discretionary	Congestion Relief, Local Bridge Seismic Safety ⁴	VAR	639.0	178.2	14.0
27	Discretionary	Countywide Freight Corridors ⁴	VAR	161.0	116.5	9.0
29	Capital	I-80 Gilman Street Interchange Improvements ^{3,5}	N	24.0	13.5	3.3
30	Capital	I-80 Ashby Interchange Improvements ⁵	N	52.0	9.6	1.1
31	Capital	SR-84/I-680 Interchange and SR-84 Widening ⁵	E	122.0	122.0	8.6
32	Capital	SR-84 Expressway Widening (Pigeon Pass to Jack London) ⁵	E	10.0	10.0	0.1
33	Capital	I-580/I-680 Interchange Improvements	E	20.0	0.0	0.0
34	Capital	I-580 Local Interchange Improvement Program ⁴	E	28.0	1.4	0.0
35	Capital	I-680 HOT/HOV Lane from SR-237 to Alcosta	S/E	60.0	60.0	2.9
36	Capital	I-880 NB HOV/HOT Extension from A Street to Hegenberger	C	20.0	0.0	0.0
37	Capital	I-880 Broadway/Jackson Multimodal Transportation and Circulation Improvements ⁵	N	75.0	5.0	0.8
38	Capital	I-880 Whipple Road/Industrial Parkway Southwest Interchange Improvements ⁵	C	60.0	5.7	1.4
39	Capital	I-880 Industrial Parkway Interchange Improvements ⁵	C	44.0	5.6	0.0
40	Capital	I-880 Local Access and Safety Improvements ⁴	VAR	85.0	32.3	4.3
42	Discretionary	Gap Closure on Three Major Trails ⁴	VAR	264.0	20.1	1.7

Measure BB Notes:¹ Project Planning Areas include C = Central County, E = East County, N = North County, S = South County.² The funding status is as of May 2020.³ Exchange of Measure BB funds approved for project.⁴ Not shown on the map on page 9.⁵ Additional project information is available on the Alameda CTC website: <https://www.alamedactc.org/programs-projects/>

Independent Watchdog Committee Findings

FY2018-19

The Independent Watchdog Committee's role is to review 2000 Measure B expenditures and 2014 Measure BB expenditures and performance measures to determine if funding was spent in accordance with the applicable Transportation Expenditure Plan as approved by the voters of Alameda County. The IWC does not opine on other funds Alameda CTC manages and/or programs.

The IWC concludes that during FY2018-19, 2000 Measure B and 2014 Measure BB tax dollars were spent in accordance with the intent of the two measures, except as noted, and opportunities for improvement remain.

Finding: Union City was unable to submit the required Audited Financial Statement and Compliance Report for FY2018-19 due to a reported cyber-attack. The IWC looks forward to the City's required submittals.

Observations: 1) A number of entities continue to carry large fund balances. Although they follow Alameda CTC's "Timely Use of Funds" policy, recipients need to focus on expending the Measure B/BB funds as expeditiously as possible. 2) A number of performance measures were not met (on-time performance, pavement condition index, etc.). Proposed corrective actions should be closely monitored. 3) In some instances, administrative costs appeared high as related to capital project and/or program services expenditures. 4) The Measure BB requirement for Complete Streets appears to cause difficulty and/or confusion for some jurisdictions. Alameda CTC staff should consider ways to expedite better implementation.

How to Get Involved

All Alameda CTC advisory committee meetings, including Independent Watchdog Committee meetings are open to the public. Chinese and Spanish interpreters and sign language interpretation services are available upon request. Please contact Alameda CTC at 510.208.7400 or contact@alamedactc.org to schedule an interpreter at least 5 days prior to the meeting you wish to attend, or if you are interested in vacancies on Alameda CTC's Bicycle and Pedestrian Advisory Committee (BPAC) and/or Paratransit Advisory and Planning Committee (PAPCO).

Additional Information

Additional information is available at www.AlamedaCTC.org or at Alameda CTC's offices at 1111 Broadway, Suite 800, Oakland, CA, 94607, including the 2000 Measure B Expenditure Plan, the 2014 Measure BB Expenditure Plan, this annual report, agency compliance audits and reports and Comprehensive Annual Financial Reports. Contact your local jurisdiction for information on Measure B or Measure BB funded projects and programs or visit <https://www.alamedactc.org/about-us/partners/>. For more information, email the IWC at IndependentWatchdog@alamedactc.org.





Independent Watchdog Committee Meeting Minutes Monday, March 9, 2020, 5:30 p.m.

5.1

1111 Broadway, Suite 800, Oakland, CA 94607

• 510.208.7400

• www.AlamedaCTC.org

1. Special Annual Compliance Review

1.1. Orientation/Workshop on Measure B and Measure BB Direct Local Distribution Audit and Compliance Reports

The Independent Watchdog Committee (IWC) members received an orientation on the compliance report review process from staff. Members agreed to review the audited financial statements and compliance reports received from Direct Local Distribution (DLD) recipients in further detail on their own and submit comments to Alameda CTC via email by March 20, 2020.

1.2. Measure B and Measure BB FY2018-19 Direct Local Distribution Audit and Program Compliance Report

Staff reviewed a sample audited financial statement and compliance report with the IWC. This review served as a training tool for new members and was a refresher for existing members on how the compliance reports are designed and how to go about reviewing the information submitted by DLD recipients.

REGULAR MEETING AGENDA

1. Call to Order

Independent Watchdog Committee (IWC) Chair Steve Jones called the meeting to order.

2. Roll Call

A roll call was conducted and all members were present with the exception of Curtis Buckley, Oscar Dominguez, Glenn Nate, and Carmen Rivera-Hendrickson

3. Public Comment

There were no public comments.

4. IWC Photo for Annual Report

The IWC had photos taken for the *18th Annual Report to the Public*.

5. Meeting Minutes

5.1. Approve January 13, 2020 IWC Meeting Minutes

Pat Piras suggested an amendment to the second paragraph on page 16 under item 6.1 to change "...in the March" to "...in March."

Pat Piras made a motion to approve this item. Murphy McCalley seconded the motion. The motion passed with the following votes:

Yes: Brown, Jones, McCalley, Piras, Rubin, Ryan, Tilchen, Zukas
No: None
Abstain: None
Absent: Buckley, Dominguez, Nate, Rivera-Hendrickson

6. Establishment of IWC Annual Report Ad Hoc Subcommittee

6.1. Establish an IWC Annual Report Subcommittee and schedule the first Ad Hoc Subcommittee meeting

Steve Jones asked for volunteers to serve on the Annual Report Ad Hoc Subcommittee. Steve Jones, Murphy McCalley, Pat Piras, Karina Ryan, and Hale Zukas volunteered to serve on the committee. Patricia Reavey noted that staff would propose some dates and times to the volunteers for the first subcommittee meeting. Karina Ryan stated that she is interested; however, her time may not permit her to attend. Ms. Ryan stated that she would be interested in reviewing the materials and providing comments and/or suggested edits. Pat Piras suggested staff get copies of similar reports to the public from each of the nine Bay Area counties.

7. Projects and Programs Watchlist

7.1. Projects and Programs Watchlist

Steve Jones informed the committee that signing up on the watchlist provides an opportunity for IWC members to monitor projects and programs of interest to them. Ms. Reavey noted that annually, a letter is sent to project sponsors requesting that they notify the IWC members who have signed up to monitor specific projects or programs whenever there is a public meeting regarding the project or program.

8. IWC Member Reports/Issues Identification

8.1. Chair's Report

Chair Jones and Vice Chair McCalley had no new items to report.

8.2. Member Reports

Tom Rubin submitted an Issues Identification Form (IIF) stating that he's interested in a presentation on overall long-term planning that is being done for transportation projects throughout Alameda County by all jurisdictions. In his IIF, he suggested that staff bring this topic back to the next IWC meeting. Ms. Reavey noted that a presentation was given at the Programs and Projects Committee (PPC) meeting on March 9, 2020 detailing Alameda CTC's draft Strategic Plan Guiding Principles that will guide an approach to strategize Measure BB investments to leverage and strategically compete for discretionary local, regional, state and federal funds anticipated to be available to Alameda County.

Steve Jones asked if Alameda CTC and IWC have purview over Caltrans projects. Ms. Reavey said no; however, a presentation was given at the Planning, Policy and Legislation (PPLC) Committee meeting on the Metropolitan Transportation Commission Plan Bay Area 2050 (PBA 2050), the region's long-range Regional Transportation Plan (RTP).

Pat Piras asked when Alameda CTC will have a budget for the projects in the RTP. John Nguyen noted that Alameda CTC is working on the 2020 Countywide Transportation Plan, which is a long-range plan that will submit projects for MTC's RTP/PBA 2050. He noted that a draft list of projects were submitted to the PPLC at the March 9, 2020 meeting.

Pat Piras asked if there is information on the Valley Link schedule. Ms. Reavey noted that she'll follow up on this and make sure that she is notified if and when there is a plan to bring this to the Commission.

8.3. IWC Issues Identification Process and Form

Steve Jones informed the committee that the Issues Identification Process and Form is a standing item on the IWC agenda which keeps members informed of the process required to submit issues/concerns that they want to have come before the committee.

9. Staff Report

9.1. Staff Response to IWC Members Requests for Information

Patricia Reavey noted that responses to questions from IWC members following the previous committee meeting have been included in the packet for the full committee.

9.2. IWC Calendar

The committee calendar was provided in the agenda packet for review purposes.

9.3. IWC Roster

The committee roster was provided in the agenda packet for review purposes.

10. Adjournment

The meeting adjourned at 7:00 p.m. The next meeting is scheduled for July 13, 2020.

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Memorandum

7.1

1111 Broadway, Suite 800, Oakland, CA 94607

• 510.208.7400

• www.AlamedaCTC.org

DATE: July 6, 2020

TO: Independent Watchdog Committee

FROM: John Nguyen, Principal Transportation Planner

SUBJECT: FY 2018-19 Measure B and Measure BB Program Compliance Summary Report

Recommendation

This item is to provide the Independent Watchdog Committee with an update on Fiscal Year 2018-19 Measure B and Measure BB Program Compliance Report. This item is for information only.

Summary

Each year, Alameda CTC requires recipients of Measure B and Measure BB Direct Local Distribution (DLD) funds to submit audited financial statements and program compliance reports to document the receipt and use of DLD funds. Alameda CTC, in conjunction with the Independent Watchdog Committee, reviews these reports to verify DLD funds are expended in compliance with the voter approved transportation expenditure plans and Alameda CTC's expenditure requirements. Alameda CTC prepares Program Compliance Summary Reports which includes a review of the fiscal year's DLD investments, fund balances, and a compliance determination.

Upon review of DLD recipients' financial statements and program compliance reports, Alameda CTC finds nineteen of the twenty DLD recipients in compliance with the DLD financial reporting and program compliance requirements for the FY18-19 reporting period. The City of Union City remains the only DLD recipient that has not submitted reports to Alameda CTC due a citywide virus hindering Union City's ability to access the data last Fall 2019. Union City is currently resolving their data accessibility issues and intends to submit their reports this Fall 2020. Alameda CTC will review the reports at that juncture and will report back to the Commission if there are any findings of non-compliance.

Background

Alameda CTC is responsible for administering the Measure B and Measure BB Programs. Annually, Alameda CTC distributes over half of all revenues generated by these programs to twenty eligible recipients as Direct Local Distributions (DLD) for local transportation improvement programs. From the inception of each program to the end of Fiscal Year 2018-19 (FY18-19), Alameda CTC has distributed over \$1.3B in combined DLD funds to eligible recipients for local transportation (streets and road), bicycle/pedestrian, transit, and paratransit programs. The eligible recipients include twenty jurisdictions consisting of the fourteen incorporated cities, the County, and five transit agencies providing transportation improvements and services in Alameda County.

For FY18-19, Alameda CTC distributed approximately \$172.6 million in total DLD funds for the respective programs identified in the table below.

DLD Program	Measure B	Measure BB	Total
Local Transportation (Local Streets)	\$ 34.8	\$ 31.7	\$ 66.5
Transit	\$ 33.0	\$ 34.2	\$ 67.2
Paratransit	\$ 14.1	\$ 14.2	\$ 28.3
Bicycle and Pedestrian	\$ 5.8	\$ 4.8	\$ 10.6
Total DLD Funds	\$ 87.7	\$ 84.9	\$172.6

The Master Programs Funding Agreements (MPFAs) between Alameda CTC and the recipients authorize the distribution of formula funds to the recipients and specifies expenditure requirements. Each year, recipients are required to submit audited financial statements and program compliance reports to confirm DLD annual receipts, expenditures and the completion of reporting obligations. This year's compliance reporting period is for FY18-19, which covers July 1, 2018 to June 30, 2019. The reports capture DLD recipients' annual reporting deliverables including:

- Annual revenues, interest, expenditures, and fund balances
- Publication of a newsletter article, website coverage, and signage
- Performance Metrics including Pavement Condition Index, transit on-time performance, capital vs. administrative investments, and service effectiveness.
- Documentation of current Bicycle and Pedestrian Master Plans
- Documentation of Measure BB Local Streets and Roads expenditures on bicycle/pedestrian improvements
- Adherence to Timely Use of Funds Policy

For the FY18-19 reporting year, except for the City of Union City, DLD recipients submitted the required compliance reports and audited financial statements by the December 31, 2019 deadline. The City of Union City was unable to submit the required reports due to a citywide virus hindering the City's ability to access the

data last Fall 2019. The City is currently resolving their data accessibility issues and intends to submit their reports this Fall 2020. Alameda CTC will review the reports at that juncture, and will report back to the Commission if there are compliance issues.

For the remaining reports, Alameda CTC staff, in collaboration with the Independent Watchdog Committee (IWC), reviewed the recipients' expenditures to determine eligibility and program compliance. With the exception of the City of Union City, Alameda CTC has determined that DLD recipients are in-compliance with the financial reporting and expenditure requirements, and DLD policies for expenditures incurred during FY18-19. The DLD recipients' individual reports are available for review online at: <https://www.alamedactc.org/funding/reporting-and-grant-forms/>.

FY18-19 Fund Balances and Performance Monitoring

DLD recipients are required to document expenditure activities to report on the general performance of DLD funds. Key performance metrics monitored through the Annual Program Compliance Reporting process include timely use of funds, Measure BB Local Street and Road (LSR) investments towards bicycle/pedestrian improvements, pavement condition index, transit on-time performance, and paratransit related service implementation.

- Fund Balances: DLD recipients' collective FY18-19 ending fund balance by funding program totals \$99.6M (\$49.5M in Measure B and \$50.1M in Measure BB) as shown in Attachment A. The balance has increased by approximately \$10M from the past fiscal year. However, DLD recipients have reported approximately half of the fund balance is currently encumbered to active projects and contracts to demonstrate their commitment to use their DLD funds (refer to Attachment B).
- 15% Measure BB LSR Requirement: Additionally, Alameda CTC monitors the recipient's adherence to the 2014 Measure BB Transportation Expenditure Plan's requirement that mandates 15 percent of LSR DLD funds be spent on bicycle/pedestrian related improvements. Based on the collective Measure BB LSR expenditures to date, the DLD recipients are meeting the requirement with approximately 30 percent of total Measure BB LSR expenditures to date going towards bicycle/pedestrian related improvements (Attachment C).
- Pavement Condition Index: Alameda CTC's performance metric for LSR DLD recipients also requires a minimum PCI of 60 (Fair Condition) for local roadways. Most DLD recipients are maintaining this fair condition threshold, or have indicated a commitment and action plan to rehabilitate their most deteriorated roadways in their jurisdiction to bring their PCI to standard. A summary of jurisdictions PCI is included in Attachment D.
- Transit On-time Performance: For transit performance, Alameda CTC monitors the reported transit operator's annual adopted on-time performance goals to

actual on-time performance achieved. Generally, transit operators are within a percent of their agency's goal. The Altamont Corridor Express noted a declined in its on-time performance in the fiscal year due to implementation of new positive train control technologies. The transit on-time performance summary is included in Attachment D.

- Seniors and People with Disabilities Performance: The Special Transportation for Seniors and People with Disabilities (Paratransit) Program contains specific performance measures based on the types of services provided by the DLD recipient. These transportation services include ADA-mandated paratransit services and city-based non-mandated paratransit programs that provide vital transportation options for seniors and people with disabilities. The recipients' programs and anticipated DLD expenditures are reviewed annually through Alameda CTC's Annual Paratransit Program Plan process. A review of the paratransit ADA mandated services performance summary is included in Attachment D.

A summary of the IWC's comments on the compliance reports and audits, and the jurisdictions responses are included in Attachment E. Alameda CTC will continue to monitor and review DLD revenues, expenditures, and DLD investments to ensure recipients continue to abide by the Transportation Expenditure Plan requirements, and the Commission's policies.

Fiscal Impact: There is no fiscal impact. This is an information item only.

Attachments:

- A. Measure B/Measure BB Direct Local Distribution Fund Balances
- B. Measure B/Measure BB Direct Local Distribution Encumbrances and Balances
- C. Measure BB Local Streets and Roads Requirement Summary
- D. DLD Performance Summary
- E. Independent Watchdog Committee MB/BB Direct Local Distributions Program Compliance Review for Fiscal Year 2018-19

**Measure B/Measure BB
Direct Local Distribution Fund Balances**

(As of the end of Fiscal Year 2018-19)

Jurisdiction:	Measure B	Measure BB	Total
AC Transit	\$5,488,298	\$6,071,409	\$11,559,707
BART	\$0	\$0	\$0
LAVTA	\$0	\$0	\$0
WETA	\$2,320,771	\$1,630,133	\$3,950,905
ACE	\$1,314,588	\$5,000	\$1,319,588
Alameda County	\$2,745,267	\$4,254,511	\$6,999,778
City of Alameda	\$1,725,191	\$1,010,492	\$2,735,682
City of Albany	\$1,482,191	\$1,863,669	\$3,345,860
City of Berkeley	\$4,541,388	\$8,819,093	\$13,360,481
City of Dublin	\$859,604	\$511,495	\$1,371,099
City of Emeryville	\$107,996	\$230,930	\$338,926
City of Fremont	\$3,126,397	\$3,857,056	\$6,983,453
City of Hayward	\$5,984,908	\$6,946,837	\$12,931,745
City of Livermore	\$3,355,842	\$3,004,013	\$6,359,855
City of Newark	\$937,258	\$726,494	\$1,663,752
City of Oakland	\$8,979,781	\$3,192,403	\$12,172,184
City of Piedmont	\$136,758	\$250,966	\$387,724
City of Pleasanton	\$1,633,211	\$2,228,051	\$3,861,262
City of San Leandro	\$1,486,903	\$2,830,655	\$4,317,558
City of Union City	\$3,289,927	\$2,620,345	\$5,910,272
Total	\$49,516,279	\$50,053,551	\$99,569,831

Notes:

1. Financials are from the Measure B/BB Direct Local Distribution Recipients' FY 2018-19 Audited Financial Statements. City of Union City balances reflects starting balances and revenues for FY18-19 based on prior reports and Alameda CTC's distribution records.

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Measure B/Measure BB
Direct Local Distribution Encumbrances and Balances
(as of the end of Fiscal Year 2018-19)

Jurisdiction:	Total Balance	Total Encumbrance	Total Remaining (Bal. - Encumbered)	% Remaining Balance
AC Transit	\$11,559,707	\$11,559,707	\$0	0%
BART	\$0	\$0	\$0	0%
LAVTA	\$0	\$0	\$0	0%
WETA	\$3,950,905	\$2,436,631	\$1,514,274	38%
ACE	\$1,319,588	\$1,319,588	\$0	0%
Alameda County	\$6,999,778	\$5,918,369	\$1,081,409	15%
City of Alameda	\$2,735,682	\$1,754,837	\$980,845	36%
City of Albany	\$3,345,860	\$1,486,563	\$1,859,297	56%
City of Berkeley	\$13,360,481	\$4,935,547	\$8,424,934	63%
City of Dublin	\$1,371,099	\$1,368,592	\$2,507	0%
City of Emeryville	\$338,926	\$31,598	\$307,328	91%
City of Fremont	\$6,983,453	\$1,191,126	\$5,792,327	83%
City of Hayward	\$12,931,745	\$2,392,213	\$10,539,532	82%
City of Livermore	\$6,359,855	\$4,075,838	\$2,284,017	36%
City of Newark	\$1,663,752	\$847,689	\$816,063	49%
City of Oakland	\$12,172,184	\$4,888,432	\$7,283,752	60%
City of Piedmont	\$387,724	\$384,018	\$3,706	1%
City of Pleasanton	\$3,861,262	\$3,638,004	\$223,258	6%
City of San Leandro	\$4,317,558	\$2,846,107	\$1,471,451	34%
City of Union City	\$5,910,272	\$0	\$5,910,272	100%
Total	\$99,569,831	\$51,074,859	\$48,494,972	49%

Notes:

1. Encumbrances into active contracts and projects are as reported by Measure B/BB Direct Local Distribution Recipients, and are subject to change since the time of data submittal.
2. City of Union City has yet to submit a report for encumbrances.

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Measure BB Local Streets and Roads Requirement

15% of Total LSR Expenditures must be towards benefiting bicylists/pedestrians.

Jurisdiction:	Total LSR Expenditures to Date	Total LSR Expenditures on Bike/Ped to Date	Percentage of LSR Expenditures on Bike/Ped over Total LSR Expenditures	15% minimum LSR achieved?
ACPWA	\$7,447,777	\$6,517,715	88%	Yes
City of Alameda	\$7,522,464	\$5,207,181	69%	Yes
City of Albany	\$177,072	\$163,875	93%	Yes
City of Berkeley	\$4,973,092	\$1,560,743	31%	Yes
City of Dublin	\$1,630,541	\$514,414	32%	Yes
City of Emeryville	\$1,052,392	\$242,497	23%	Yes
City of Fremont	\$8,032,436	\$3,085,951	38%	Yes
City of Hayward	\$6,519,047	\$1,367,398	21%	Yes
City of Livermore	\$1,795,925	\$412,961	23%	Yes
City of Newark	\$1,591,585	\$713,356	45%	Yes
City of Oakland	\$45,741,331	\$6,691,267	15%	Yes
City of Piedmont	\$1,482,612	\$289,062	19%	Yes
City of Pleasanton	\$2,034,657	\$459,914	23%	Yes
City of San Leandro	\$3,717,687	\$852,679	23%	Yes
City of Union City	\$1,647,858	\$258,488	16%	Yes
Total	\$95,366,477	\$28,337,500	30%	Yes

Notes:

1. The table above reflects total Measure BB funds reported by jurisdictions.

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DLD Performance Summary
Fiscal Year 2018-19 Performance Monitoring

Table 1: Pavement Condition Index		
LSR Metric: Alameda CTC's performance metric for DLD Local Streets and Road (LSR) recipients requires a minimum PCI of 60 (Fair Condition) for local roadways.		
Jurisdiction:	PCI Score	PCI Score > 60?
Alameda County	71	Yes
City of Alameda	70	Yes
City of Albany	57	No
City of Berkeley	60	Yes
City of Dublin	85	Yes
City of Emeryville	77	Yes
City of Fremont	72	Yes
City of Hayward	70	Yes
City of Livermore	78	Yes
City of Newark	76	Yes
City of Oakland	54	No
City of Piedmont	67	Yes
City of Pleasanton	79	Yes
City of San Leandro	58	No
City of Union City	81	Yes

Table 2: Transit On-time Performance			
Transit Metric: Alameda CTC monitors the reported transit operator's annual adopted on-time performance goals to actual on-time performance achieved.			
Jurisdiction:	On-Time Performance Goal	On-Time Performance Actual	Under/Over Goal
AC Transit	72%	71%	-1%
ACE	95%	81%	-14%
BART	91%	90%	-1%
LAVTA	85%	84%	-1%
Union City Transit	90%	TBD	TBD

Table 3: ADA Mandated Services								
Paratransit Metric: Alameda CTC monitors programs mandated by the American's with Disabilities Act. Comparing annually the number of one-way trips/passenger ridership provided by the programs, and cost effectiveness of those trips (Measure B/BB costs by program divided by the number of passengers).								
	FY 16/17		FY 17/18			FY 18/19		
Agency	Number of One-way Trips	MB/BB Cost Per Trip	Number of One-way Trips	MB/BB Cost Per Trip	Total Costs Per Trip (all Sources)	Number of One-way Trips	MB/BB Cost Per Trip	Total Costs Per Trip (all Sources)
AC Transit	502,755	\$22.92	531,840	\$23.18	\$48.65	511,357	\$26.07	\$57.86
BART	225,876	\$17.73	238,942	\$18.13	\$50.28	229,740	\$20.45	\$58.07
LAVTA	50,433	\$9.18	50,967	\$9.77	\$36.50	46,108	\$12.19	\$39.44
Union City	21,375	\$24.48	18,028	\$28.57	\$50.72	TBD	TBD	TBD
Total	800,439	\$20.63	839,777	\$21.04	\$48.42	787,205	\$23.61	\$56.84

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Independent Watchdog Committee MB/BB Direct Local Distributions Program Compliance Review for Fiscal Year 2018-19

Agency	IWC Comments	Response
AC Transit	<ol style="list-style-type: none"> 1. Did not meet on-time performance requirements 2. Mass Transit - 72% on-time performance is pretty poor to start with. Suggest improvements are obviously not working – what are they doing for alternatives? 3. Paratransit – Table 2 description about riders certified to use the system because of disability health condition is improper – eligibility is not a matter of “health” under ADA – It’s function. Need to correct. 	<ol style="list-style-type: none"> 1. The 72% on-time standard has been established by the Board and the failure to meet that rate is due to the confluence of the following factors: Since the end of the last recession, congestion has increased significantly and the primary means of improving OTP is to either add running time or improve operating speeds. Adding running time requires adding more bus operators and financial resources into the network or reducing frequency and service levels. The District has been moving to improve speeds through various capital projects in conjunction with local jurisdictions. Two projects - for lines 51 and 97 - have allowed for some modest improvements in speed through stop changes, transit signal priority, and other treatments such as queue jumps. That said, the other corridors in the network continued to get slower even while these corridors - at a combined cost of \$13 million, maintained previous speeds or improved slightly. 2. Across the last two years, the District has experienced a workforce shortage which has prevented the District from addressing OTP by adding time and bus operators. In addition, the lack of operators has also resulted in missed trips, which compounds the OTP issue as the buses following a given missed trip must dwell longer and make more stops, pushing them further behind schedule. Despite these challenges, the District has implemented “District Teams” which targets the lowest-performing lines at each garage and brings together a multi-disciplinary team of drivers, management, supervision, planners, and schedulers to zero-in on the specific causes of a given line’s poor performance. This effort is ongoing and has already resulted in tangible improvements to service reliability. Finally, the District is working with funding partners and local jurisdictions on a number of future corridors – Telegraph, San Pablo, and Grand – that will improve speed and reliability. 3. Provides all eligible trips to riders certified to use the system because of disabling conditions which functionally prevent them from using the accessible fixed route services of AC Transit and BART.
BART	<ol style="list-style-type: none"> 1. Why is this labeled Transit on form, when all other agencies are Mass Transit? 2. Why does the cover sheet only reference as part of the EBPC, not transit also? 3. How is OTP measured & calculated? There are a lot of “equipment problems” – track and train that occur daily. 4. Paratransit – Average cost per passenger trip is \$58.07 is finally close to AC Transit’s cost per passenger trip. 	<ol style="list-style-type: none"> 1. Transit and mass transit are interchange terms, referring to the same DLD program. 2. BART’s staff completing the forms are primary from the paratransit division, and completed the coversheet as such. The information contained in the report cover both Transit and Paratransit Programs. 3. Customer on time performance, measured by the time between entry and exit, calculates the percentage of trips made on-time, integrating factors such as walking times and into train delays. BART is working to improve on-time performance by replacing old equipment and introducing new rail cars. Our long-term target is to increase customer on-time performance to 92 percent. 4. BART has been consistent with operational costs for our agency from year to year. Our agency also strives to keep operational costs comparative to best practices and cognizant agencies, where possible.

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Agency	IWC Comments	Response
LAVTA	<p>1. Mass Transit – OTP “effected” by ridership should be “affected” and the reasons seem pretty lame. How much did ridership actually increase?</p> <p>2. Paratransit – Average cost per passenger of \$39.44 differs significantly from EBPC.</p>	<p>1. We looked at our FY19 OTP data and identified a few areas for action:</p> <ul style="list-style-type: none"> a. Earlyies accounted for 1.65% of measured time points in FY19. We targeted routes that had above average numbers of early arrivals and identified operators with excessive numbers and counseled them on the importance of not arriving early. We also recently implemented a contest where drivers with no earlyies were entered in a drawing for gift certificates. In the quarter ended 3/31/20, our percentage of earlyies had dropped to 0.9%. b. Route 1 is a route that has a significant amount of layover per trip, yet had an on-time performance of 85.7% in FY 19. We adjusted a couple of timepoints and during the quarter ended 3/31/20, Route 1 was achieving an on-time performance of 93.3%. c. We discovered a GPS issue that was resulting in some of the Route 8 results to be reported incorrectly. That issue has been resolved. Route 8 had a reported on-time performance of 82.2% in FY19. In the quarter ended 3/31/20, Route 8 had an on-time performance of 88.4%. d. For the quarter ended 3/31/20, the on-time performance of our two Rapid routes were the lowest of all fixed routes. Those two routes also account for more than 50% of all on-time performance timepoints and more than 55% of systemwide ridership. Many of those late trips were related to passenger loads and peak hour traffic issues. Since those routes operate at 15 minute frequencies, we have implemented a new policy that Rapid buses operating outside of the on-time performance window may be directed to go into drop-off mode only until back in on-time compliance. e. The improvements we have made in the above areas are reflected in our overall on-time performance of 87.7% for the quarter ended 3/31/20. <p>2. LAVTA paratransit expenses include a break out of \$1,818,430, and may differ from other agencies.</p> <ul style="list-style-type: none"> a. Labor \$133,458 b. Fringe benefits \$37,318 c. Services \$55,452 (most of this is parataxi) d. Purchased transportation \$1,579,648 e. Supplies \$6,368 f. Insurance \$1,464 g. Admin and legal \$4,722
WETA	<p>1. The TEP says that WETA funds are for “operations, maintenance and safety” but their project type says capital improvements (table 2). Why is this allowable?</p>	<p>1. Per the Alameda CTC’s implementation guidelines for Measure B and Measure BB Mass Transit DLD funds may be used for capital projects, programs, maintenance, or operations that directly improve mass transit services. WETA’s capital improvements are associated with facilitating operations, maintenance and safety of Alameda County’s ferry terminals, services, and fleet, which are eligible uses of Measure B/BB funds.</p>
ACE	<p>1. Under on-time performance. ACE missed badly, 95% target vs. 80.68% actual; evidently, mostly due to positive train control implementation issues and the platform length problem.</p> <p>2. Any plans to length platforms to accommodate longer trains?</p>	<p>1. On time performance continues to have issues with the Positive Train Control and the limited platform space is part of our capital project budget listing, please see comments below.</p> <p>2. We are lengthening the Platforms at Lathrop/Manteca, Tracy, Vasco Road, Livermore, Pleasanton, and Fremont. All but Fremont are TIRCP funded, so they are nearing completion for Design and should begin construction by the beginning of next year. Fremont is SRA funded and design is underway.</p> <p>3. The Positive Train Control issues stem from the fact that the onboard equipment requires being initialized at every start/stop and within speed jumps as well as requiring that all of the track is PTC enabled. In the last</p>

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Agency	IWC Comments	Response
	<p>3. Mass Transit – Why is PTC a problem for on time performance? Big gap.</p> <p>4. Meeting Fees remain ridiculous.</p>	<p>year, we progressed to all of the track (which we do not own) being PTC enabled over the host railroads that the ACE service operates on. Both Caltrain and UPRR are working to have all of their track becoming fully interoperable across all tenants by January 2021. Any time the Positive Train Control System fails an initialization, the train will begin the process over, or it would need a manual override. Software updates were implemented at various times within the year with UPRR and Caltrain. This item has been covered various times during our board meetings for PTC updates, and I can send over the summary staff reports.</p> <p>4. Meeting fees is a poor description and I will change this moving forward. This amount is also administrative time involved in the staff running the Measure B/BB programs and required audits and capital projects, as well as prorated amounts that cover County treasury costs on an annual basis that is allocated to all funds. The managing of the capital projects is also incredibly time consuming for the Alameda Sunol and platform projects, which involves writing grants and managing contracts.</p>
ACPWA	<p>1. LSR amount encumbered exceeds fund balance.</p> <p>2. LSR Speed bumps remain ineffective!</p>	<p>1. ACPWA has encumbered the fund balance and included current DLD revenues for this fiscal year in this figure. This continues to demonstrate the ACPWA is committed to expending DLD funds.</p> <p>2. ACPWA performs traffic analysis on identified roadways, and responds to community requests for traffic safety improvements. Speed bumps are among the methods to reduce speeds and increase safety in communities.</p>
Alameda	<p>1. Why are there no encumbrance of the LSR fund balance reported?</p> <p>2. Description of staff activity is admin, not capital (and over 50%).</p> <p>3. City of Alameda bicycle and pedestrian master plans are from 2010 and 2009, which is getting rather old, but is supposed to be updated by 2020.</p>	<p>1. Alameda's 2019 paving program is one significant encumbrance that was inadvertently omitted from the LSR fund report. The contract was awarded by City Council on May 7, 2019 and encumbered in FY19 for a total amount of \$4,016,266. While we have several funding sources for our annual pavement management capital projects, this project would fully exhaust the approximately \$2,400,000 of FY19 Measure B, BB, and VRF funding appropriated to our ongoing pavement management project.</p> <p>2. Overall, most of our funding supports construction contracts for capital improvements. Expenditures are identified as capital as they the project development/support lead towards the implementation of construction contracts.</p> <p>3. The City is actively working on an Active Transportation Plan which will be combination and update of both our bicycle and pedestrian master plans. We anticipate the ATP to be completed in November of 2020.</p>
Albany	<p>1. What is ACTC membership fee?</p> <p>2. Need to monitor PCI, current 57.</p>	<p>1. Alameda CTC's Commission approves a prescribed fee schedule for each of its member agencies based on Consumer Price Index and a Prop.1111 subvention formula. Member agency fees have historically been an essential funding source for Alameda CTC in order to fund core functions and to provide the local match required on federal and state funding sources for many of the agency's activities</p> <p>2. In the City's 2018 update to the Capital Improvement Plan (CIP), staff programmed approximately \$9M over multiple funding sources for investment into the City's roads over a five-year period, for an average of \$1.8M per year (2018-2022). According to the City's 2016 Pavement Management Technical Assistance Program (P-TAP), prepared in conjunction with the Metropolitan Transportation Commission (MTC), an investment of approximately \$1.2M per year in rehabilitative construction as well as preventative maintenance would increase the City's PCI to 67 within 5 years. Staff is currently in production for an update to the CIP for the upcoming 5 year period (2020-2024), to be presented to Council in Spring 2020. The City's P-TAP has also</p>

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Agency	IWC Comments	Response
		been updated for 2019, with draft results indicating updated PCI of 60 (considering the City's recent pavement rehabilitation work). Staff plans to utilize any remaining appropriated funds from previous years, as well as newly appropriated budget, in accordance with Council approval, in order to proceed with scheduled design and construction.
Berkeley	<ol style="list-style-type: none"> Why does the amount encumbered in 2a not agree with the list of projects in 2c? Bike/Ped administration cost exceed capital expenditures? Update? What is the status of the pedestrian plan? Is there a link to a draft? Need to monitor BP and LSR capital vs administrative costs Need to monitor PCI, currently at 59. 	<ol style="list-style-type: none"> The amounts listed as encumbered in (2a) were the encumbrances for active projects as a snapshot in time at the close of the FY 19 reporting period. The tables for (2c) show "large planned uses of fund balances within this program" which includes encumbrances referred to in (2a) but also other projected expenditures that were not yet into contract encumbrance by FY 19 close, but the project had begun or was scheduled to begin in FY 20 at the time of reporting submittal. The proportion of DLD Bicycle and Pedestrian Program funding spent on capital needs is expected to increase to above 50% this fiscal year (FY 19-20) due to expenditures that have occurred during this timeframe on the City's Vision Zero Action Plan and its first implementation steps, the development and City adoption of new transportation impact measures under the California Environmental Quality Act that are based on Vehicle Miles Traveled, the 9th Street Pathway project design completion and start of construction, and the Milvia Bikeway preliminary engineering and environmental phase completion. The public review draft is anticipated to be released by the end of June 2020 and will be available at https://www.walkberkeley.info/. Staff agrees and are planning to accelerate capital spending as well, as cited in response to (2) for B&P. Measure B & BB LSR spending was a bit depressed in FY 19 as well as we had a Bond Measure (M) spending deadline we needed to make by July 1, so planned expenditure of Measure B & BB funds for our FY 18 and FY 19 Annual Street Projects were delayed into the FY 20 part of the construction season (or swapped with other projects) to accelerate the expenditure of Measure M within the FY 19 deadline. We expect a substantive catchup in FY 20s expenditures. PCI is being actively monitored by staff. We expect to benefit from the impact of Berkeley's Measure T1 Infrastructure Bond, approved by voters in November, 2016, of which the first bond phase of street projects are have reached construction beginning in 2020. Over the next 2 years inject \$8M into streets projects with the bonds first \$35M bond issuance for T1 Phase One. Staff has also presented to City Council.
Dublin	<ol style="list-style-type: none"> Bicycle/Pedestrian Plan over five-years old? Current status? 	<ol style="list-style-type: none"> As of 2020, the City is again updating the Bicycle and Pedestrian Plan with completion expected in a year. This Plan update will focus on making walking and biking more convenient and accessible throughout the City, and giving residents better access to open space, shops, work, public transit, and school.
Emeryville	<ol style="list-style-type: none"> Good job expending funds When is the Bike/Ped Plan last updated? Current status of any updates? 	<ol style="list-style-type: none"> Comment noted. Plan updated in 2017: https://www.ci.emeryville.ca.us/DocumentCenter/View/11067/Emeryville-Ped-Bike-PlanfocusedUpdate2017. Full plan update will be updated in 2022.
Fremont	<ol style="list-style-type: none"> Large LSR fund balance. 	<ol style="list-style-type: none"> Funds were initially appropriated to a variety of projects covering both the design and construction phases. However, a number of the projects were found to require a design effort lasting a year or longer. In order to expedite the expenditure of funds, transfers of funding were made from projects with long design durations to projects that were more shovel ready. Section 2c of the LSR Reports (for both B&BB

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Agency	IWC Comments	Response
	<p>2. Large Paratransit fund balance.</p> <p>3. Paratransit – High staff and admin costs compared to actual service.</p>	<p>and VRF) lists these projects, which amount to over \$6 million. While the bulk of the expenditures for these projects are not captured in the FY 2018/2019 reporting, all of them had proceeded to construction last summer and have either completed work or are nearing completion as of this date.</p> <p>2. There are several factors that have contributed to a large Measure B and Measure BB paratransit fund balance over the past couple of years</p> <ul style="list-style-type: none"> The City has been transitioning its service delivery model to more cost-effective modes of transportation in anticipation of the significant reduction of funding the City will receive when Measure B ends in 2022. The City has been shifting from sole reliance on "traditional" paratransit service (i.e. wheelchair accessible vans) to more economical options like taxis and transportation network companies (TNC'S). The City's ability to make substantial service shifts in FY 18/19 was limited by the operational capacity of local taxi operators and contractual challenges in working with TNC's which caused a delay in the launch of the City's TNC pilot project. Because of this delay, \$175,000 of budgeted service delivery went unspent. The City's TNC pilot project was launched in Fall 2019. The City's contracted wheelchair van service provider has had operational challenges and did not execute service delivery as the City had anticipated. Unexpended amounts on the wheelchair accessible van service contract for FY 17/18 and FY18/19 added approximately \$200,000 to the City's fund balance. The City had budgeted staff positions that were not fully expended in FY18/19. The City's recruitment for a full-time bilingual Chinese-speaking staff person was delayed until the end of FY18/19 and a full-time staff member was on medical leave for most of FY18/19. Both positions are now fully staffed as of September 2019). <p>3. Please note that the staff and admin costs in the FY18/19 compliance report (33%) are roughly the same as the amounts reported in the FY17/18 compliance report (34%). The high staff and admin costs compared to actual service is a result of two factors.</p> <ul style="list-style-type: none"> The City's program is very staff intensive because it is the most comprehensive program in the Alameda County. It provides very personalized mobility management and travel training services in addition to transportation and meal delivery services. The mobility management and travel training services are provided to seniors and people with disabilities who live in Fremont, Newark and Union City and are funded through a discretionary grant from Alameda CTC with the local required match coming from the City's Measure B DLD funding. FY18/19 grant funding for these services was \$146,868 and the local match was \$28,799. The amount of the FY18/19 local match, which is included in the Measure B program administration and customer service and outreach totals in the compliance report, does not adequately represent the true costs of the mobility management and travel training services that are provided to the entire South County community. Next year, the local match costs will be separated out in the compliance report so that it is clear that staffing costs cover a robust service program and not just transportation services. Staffing and admin costs have increased over time. The City charged indirect costs to Measure B and BB at a rate of 6.68% as stipulated in the City's approved 2CFR Part 200 Cost Allocation Plan, consistent with Federal guidelines. Additionally, beginning in FY 17/18, the City, in response to

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Agency	IWC Comments	Response																								
		direction from the state of California and in the exercise of sound fiscal practices, has paid for current employees' unfunded liability costs (other post-employment health and other benefits or (OPEB)) and these costs are apportioned out to the various programs under which those employees work.																								
Hayward	<div>1. Large Bike/Ped fund balance.</div> <div>2. Large Paratransit fund balance.</div> <div>3. Current status of Bike/Ped Plan updates?</div> <div>4. What is estimate cost of Bike/ped construction plan for fiscal year 2019-20?</div> <div>5. Paratransit – Table 2 #10, why no number of passengers reported?</div> <div>6. Paratransit – Very high admin and outreach costs compared to actual service.</div>	<div>1. The large fund balance noted on the Measure B report will be spent down considerably by the end of FY20. It is expected that, between Measure B and BB, the City will spend approximately \$3,465,000 on various bike and pedestrian projects, many of which are expected to be closed out by June 30, 2020.</div> <div>2. Staff has historically noticed a large fund balance, and in 2018 conducted a community needs assessment to explore ways to further utilize available funds. This assessment identified the need to increase transportation options, so the City implemented a pilot TNC program. After the program was running, staff reviewed ridership data and explored expanding the program area to continue to provide ample transportation options in changing environments. Data showed a fair number of trips that exceeded the current service area. Staff reviewed all usage data and found that 90% of rides were within an 8-mile radius of Hayward and San Leandro. Given this finding, HOP expanded the service area from the original Hayward, San Leandro, and unincorporated to the following areas: Hayward, Newark, Livermore, Oakland, San Leandro, Fremont, Dublin, Alameda, Union City, Pleasanton, San Ramon, Castro Valley, Fairview, Cherryland, San Lorenzo, and Ashland. Since the implementation of these changes, ridership has increased and continues to grow. Staff continues to refine this program to best serve the City's residents.</div> <div>In addition, staff has partnered with the City's Public Works Department to implement the Safe Route for Seniors project which will make ADA improvements to sidewalks and streets near senior housing and disabled services providers. The FY19-20 program plan budgets \$1.9 million toward this effort.</div> <div>3. The City's bike/ped plan update will be approved by Council about 2 months after the shelter-in-place order is lifted, which translates into the Fall of 2020.</div> <div>4. As noted above, the City has numerous active projects underway in various stages, which are expected to cost about \$3,465,000.</div> <div>5. Detail Passenger Data below<table><tr><td></td><td>Ambulatory</td><td>Wheelchair</td><td></td></tr><tr><td>July</td><td>662</td><td>12</td><td>674</td></tr><tr><td>August</td><td>812</td><td>6</td><td>818</td></tr><tr><td>September</td><td>681</td><td>5</td><td>686</td></tr><tr><td>October</td><td>742</td><td>14</td><td>756</td></tr><tr><td></td><td>2897</td><td>37</td><td>2934</td></tr></table></div> <div>6. <u>Program Administration:</u> In FY18-19, Hayward Operated Paratransit (HOP) implemented a pilot Transportation Network Company (TNC) program. HOP partnered with the City of San Leandro and LIFE Eldercare to</div>		Ambulatory	Wheelchair		July	662	12	674	August	812	6	818	September	681	5	686	October	742	14	756		2897	37	2934
	Ambulatory	Wheelchair																								
July	662	12	674																							
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Agency	IWC Comments	Response
		<p>provide on-demand curb-to-curb services to both HOP and FLEX participants. There were some initial increased administrative costs associated with this pilot, for example analyzing ridership data and expanding eligible service areas. In addition, the HOP incurred the administrative obligations for both cities in FY18-19.</p> <p>St. Mini Cab Corporation provided same day taxi service for the first four periods in FY18-19. In total they provided 2,934 rides. These numbers were not previously reported.</p> <p><u>Outreach Costs:</u> In FY18-19, the HOP conducted a Community Needs Assessment in to explore community needs and requests. Program improvements were made to alignment with the expressed needs of paratransit users.</p>
Livermore	<ol style="list-style-type: none"> 1. Large Bike/Ped fund balance. 2. Bike/Ped – Capital vs administrative cost not explained 3. Large LSR fund balance. 	<ol style="list-style-type: none"> 1. Livermore identified projects for use of fund balance and is committed to bringing the balances down. 2. This fiscal year Livermore did not have capital improvements due to accumulating funds for projects that are currently being implemented (FY 19/20) such as the Iron Horse Trail Project. 3. Livermore identified projects for use of fund balance and is committed to bringing the balances down to address local roadway needs. Several projects are underway as identified in the compliance report.
Newark	<ol style="list-style-type: none"> 1. Looking for ways to expend Paratransit Funds 	<ol style="list-style-type: none"> 1. Newark continues to coordinating with the other Tri-Cities to develop a cohesive paratransit program through the coordination of DLD funds with larger cities that provide similar services and nexus to our service areas. We also coordinate with the Alameda CTC's paratransit advisory committees for annual input on our program implementation.
Oakland	<ol style="list-style-type: none"> 1. What is the Bike/Ped Library Program? 2. Large LSR fund balance 3. Bike/Ped and LSR – Very high staff costs labeled as capital 4. PCI at 54. When do they project to actually get to at least 60? 5. Paratransit – Very high admin and outreach costs compared to actual service. 	<ol style="list-style-type: none"> 1. The bike library program is a bicycle education resource that includes information on bicycle operation, safety and general repair. https://www.oaklandca.gov/resources/bicycle-skills-safety-and-commuting 2. Oakland remains committed to expending its funds on transportation improvements. A number of capital projects are underway in FY 19/20 as identified within our compliance report submittal. The fund balance is encumbered in active contracts and budgeted through our capital planning processes. 3. The line items identified as capital include Capital Streets Project Development, Bike Plan Implementation, Pedestrian Plan Implementation, Bike Rack Installation. These are related to capital project implementation in the earlier project development phase, and are capital related. 4. The City of Oakland is investing \$75M from funds such as Measure B, Measure B, Vehicle Registration Fee, Measure K and Senate Bill 1 into its local streets and road program to increase its PCI over the next three to five years. The City has a paving plan outlined here: https://www.oaklandca.gov/projects/2019-paving-plan. 5. The City of Oakland continues to provide essential transportation services to seniors and people with disabilities. These are specialized services that may require higher levels of program administration than traditional transit operational costs. The City of Oakland has taken time to reconfigure the administrative service delivery budget model and to expand and add new transportation services since the influx of MBB funding beginning in the final quarter of FY 2014-15. Oakland anticipates increased transportation service levels during FY 2019-20 for current services offered and plans to dedicate \$250,000 over 5 years beginning

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Agency	IWC Comments	Response
		in FY 2020-21 to co-support of the City of Emeryville's 8-To-Go transportation service that benefits Oakland and Emeryville alike in the shared 94608 zip code. In addition, discussions are also underway to integrate TNC services such as Uber and Lyft beginning with FY 2020-21. The City of Oakland will continue exploring other opportunities to expand/reconfigure program operations as well to implement more expansive transportation services that will hopefully yield the addition of cost effective options to decrease the overall cost per ride with the goal of gaining increased ridership with anticipated service savings.
Piedmont	<ol style="list-style-type: none"> 1. Bike/Ped Plan outdated. Current status of plan? 2. LSR – how are they addressing PCI reporting variation from MTC's report. 3. Cost of compliance requirements seem very high compared to other recipients. 	<ol style="list-style-type: none"> 1. Initiating update in 2020-2021. 2. MTC" s report has a three-year average, of 61, and we reported 67 for the year. Both values are above the 60 PCI standard for Alameda County. 3. Cost include staff and contractual costs to complete the annual compliance report and audit.
Pleasanton	<ol style="list-style-type: none"> 1. Paratransit tables are reversed. 2. Paratransit – costs for tablets look very high, what are they used for? 	<ol style="list-style-type: none"> 1. Corrected page ordering. 2. Pleasanton provides a Door-to-Door Paratransit Program, and other specialized van transportation services. These costs include the cost of tablets and vehicle mounts, which are used in our vehicles to support transit services – appointments and navigation.
San Leandro	<ol style="list-style-type: none"> 1. Low PCI Score. 2. Paratransit – When/where is the final report for the flex shuttle/expansion plan available? 	<ol style="list-style-type: none"> 1. San Leandro continues to invest Measure BB funds and other funds to improve it's PCI. The City currently has major pavement rehabilitation projects going into construction this spring/summer. 2. San Leandro Flex Plan can be downloaded here: https://www.alamedactc.org/wp-content/uploads/2020/04/San-Leandro-FLEX-Expansion-Plan-Final-Feb.-2020.pdf
Union City/ Union City Transit	<ol style="list-style-type: none"> 1. No Report Filed. 	<ol style="list-style-type: none"> 1. Union City is working with Alameda CTC to submit reports as soon as possible. Reports were delayed due to a virus on Union City's systems. Auditors are expected to complete their assessment this Summer.
General IWC Comments	<ol style="list-style-type: none"> 1. Recipients have not encumbered their full balances. 	<ol style="list-style-type: none"> 1. DLD recipients may have funds budgeted but not yet encumbered into active contracts at the time of reporting. The question request amount encumbered into active contracts only.

2020 IWC Annual Report Proposed Publications Costs

Affiliation	Newspaper, Website, or Other Advertisement	2019 Print Ad Circulation*	2019 Digital Ad Page Views**	2019 Click-throughs*** from Online Media Banners	2019 Cost (Print)	2019 Cost (Web)	Actual 2019 Costs	2020 Media/Size	2020 Print Ad Circulation*	2020 Digital Ad Page Views**	2020 Click-throughs*** from Online Media Banners	Proposed 2020 Cost (Print)	Proposed 2020 Cost (Web)	Estimated 2020 Costs
Alameda CTC	www.AlamedaCTC.org	--	766	1,099	--	--	--	--	--			--	--	<i>\$0.00</i>
Bay Area NewsGroup	Oakland, Alameda, Berkeley, Fremont, Hayward, Union City, Dublin, Livermore, Pleasanton, and SanLeandro; Hills Newspapers Online: www.eastbaytimes.com and Mobile Banner	570,400	4,211,904	1,712	\$7,240.00	\$6,000.00	<i>\$13,240.00</i>	Print: 10" x 10.5" 10" x 9.75" Online/Mobile: 300x250 728x90 970x90				\$7,240.00	\$6,000.00	<i>\$13,240.00</i>
Eastbay Publishing Inc./San Leandro Times	Castro Valley Forum San Leandro Times	61,380	--	--	\$1,728.00	--	<i>\$1,728.00</i>	Print: 10.25" x 8"		--	--	\$1,728.00	--	<i>\$1,728.00</i>
Embarcadero Media	Pleasanton Weekly	12,600	9,265	\$5.00	\$1,020.00	\$200.00	<i>\$1,220.00</i>	Print: 10" x 9.75" Online: 300x250 jpeg Med. Rectangle				\$1,020.00	\$200.00	<i>\$1,220.00</i>
Lamar Advertising	AC Transit Bus Interior Cards	900,000	--	--	\$4,852.31	--	<i>\$4,664.81</i>	Print: 11" x 28" 225 Cards		--	--	\$4,855.00	--	<i>\$4,855.00</i>
Lamar Advertising	LAVTA Bus Exterior Cards	440,000	--	--	\$1,750.00	--	<i>\$1,738.50</i>	Print: 30" x 88" 5 queens/Cards		--	--	\$1,750.00	--	<i>\$1,750.00</i>
OUTFRONT (previous ads with Intersection)	BART in-station Ads (2-sheet media)	2,586,680	--	--	\$5,600.00	--	<i>\$5,600.00</i>	Print: 46" H x 60" W 10 Ads		--	--	\$5,500.00	--	<i>\$5,500.00</i>

2020 IWC Annual Report Proposed Publications Costs

Affiliation	Newspaper, Website, or Other Advertisement	2019 Print Ad Circulation*	2019 Digital Ad Page Views**	2019 Click-throughs*** from Online Media Banners	2019 Cost (Print)	2019 Cost (Web)	Actual 2019 Costs	2020 Media/Size	2020 Print Ad Circulation*	2020 Digital Ad Page Views**	2020 Click-throughs*** from Online Media Banners	Proposed 2020 Cost (Print)	Proposed 2020 Cost (Web)	Estimated 2020 Costs
Patch News/AOL Publications in Alameda County	Alameda	--	2,485	2	--	\$125.00	\$125.00	Online: 300x250 300x600 320x50 970x250	--			--	\$125.00	\$125.00
	Albany	--	1,456	0	--	\$125.00	\$125.00	Online: 300x250 300x600 320x50 970x250	--			--	\$125.00	\$125.00
	Berkeley	--	2,134	4	--	\$125.00	\$125.00	Online: 300x250 300x600 320x50 970x250	--			--	\$125.00	\$125.00
	Castro Valley	--	957	2	--	\$125.00	\$125.00	Online: 300x250 300x600 320x50 970x250	--			--	\$125.00	\$125.00
	Dublin	--	2,853	3	--	\$125.00	\$125.00	Online: 300x250 300x600 320x50 970x250	--			--	\$125.00	\$125.00
	Fremont	--	2,203	4	--	\$125.00	\$125.00	Online: 300x250 300x600 320x50 970x250	--			--	\$125.00	\$125.00
	Livermore	--	6,333	9	--	\$125.00	\$125.00	Online: 300x250 300x600 320x50 970x250	--			--	\$125.00	\$125.00

2020 IWC Annual Report Proposed Publications Costs

Affiliation	Newspaper, Website, or Other Advertisement	2019 Print Ad Circulation*	2019 Digital Ad Page Views**	2019 Click-throughs*** from Online Media Banners	2019 Cost (Print)	2019 Cost (Web)	Actual 2019 Costs	2020 Media/Size	2020 Print Ad Circulation*	2020 Digital Ad Page Views**	2020 Click-throughs*** from Online Media Banners	Proposed 2020 Cost (Print)	Proposed 2020 Cost (Web)	Estimated 2020 Costs
Patch News/AOL Publications in Alameda County	Newark	--	995	2	--	\$125.00	\$125.00	Online: 300x250 300x600 320x50 970x250	--			--	\$125.00	\$125.00
	Piedmont	--	833	1	--	\$125.00	\$125.00	Online: 300x250 300x600 320x50 970x250	--			--	\$125.00	\$125.00
	Pleasanton	--	3,819	4	--	\$125.00	\$125.00	Online: 300x250 300x600 320x50 970x250	--			--	\$125.00	\$125.00
	San Leandro	--	1,070	2	--	\$125.00	\$125.00	Online: 300x250 300x600 320x50 970x250	--			--	\$125.00	\$125.00
	Union City	--	992	1	--	\$125.00	\$125.00	Online: 300x250 300x600 320x50 970x250	--			--	\$125.00	\$125.00
	Newsletter	--	53,965	12	--	--	--	Online: 300x250 300x600 320x50 970x250	--			--	--	--
Post Newsgroup	Oakland Post (San Francisco Post, Berkeley Post, Richmond Post, South County Post and Marin) and El Mundo	34,000	6,099	--	\$2,600.00	--	\$2,600.00	Print: 10" x 8"			--	\$2,600.00	--	\$2,600.00

2020 IWC Annual Report Proposed Publications Costs

Affiliation	Newspaper, Website, or Other Advertisement	2019 Print Ad Circulation*	2019 Digital Ad Page Views**	2019 Click-throughs*** from Online Media Banners	2019 Cost (Print)	2019 Cost (Web)	Actual 2019 Costs	2020 Media/Size	2020 Print Ad Circulation*	2020 Digital Ad Page Views**	2020 Click-throughs*** from Online Media Banners	Proposed 2020 Cost (Print)	Proposed 2020 Cost (Web)	Estimated 2020 Costs
Sing Tao	Sing Tao Daily	--	59,935	12	--	\$380.00	<i>\$380.00</i>	Online: 728 x 90 p	--			--	\$380.00	<i>\$380.00</i>
The Independent	The Independent - Livermore, Pleasanton, Dublin, and Sunol	24,648	30,468	--	\$896.64	--	<i>\$896.64</i>	Print: 10" x 8"			--	\$896.64	--	<i>\$896.64</i>
Vision Hispana	Vision Hispana	15,000	11,275	196	\$653.00	\$320.00	<i>\$973.00</i>	Print: 11.5" x 9.5" Online: 911 x 101 - 75K				\$653.00	\$320.00	<i>\$973.00</i>
Weekly's	East Bay Express (delivered to Alameda, Albany, Berkeley, Emeryville, Oakland, Piedmont, San Leandro) Online: eastbayexpress.com	35,000	33,205	16	\$2,040.00	\$500.00	<i>\$2,540.00</i>	Print: 9" x 10" Online: 728 x 90 Leaderboard				\$2,140.00	\$0.00	<i>\$2,140.00</i>
Whats Happening Now/Tri-City Voice	Tri-City Voice - Fremont, Newark, Union City, Hayward, and Sunol		--	--	\$420.00	--	<i>\$420.00</i>	Print: 9.75" x 8"		--	--	\$420.00	--	<i>\$420.00</i>
	Other Costs													
	Legal Notice of Public Hearing				\$1,166.74	--	<i>\$941.74</i>	--				\$1,086.06	--	<i>\$1,086.06</i>
	Publications Design				\$5,744.55	--	<i>\$5,042.24</i>	--				\$4,961.59	--	<i>\$4,961.59</i>
	Language 411 (translation from English to Chinese and Spanish)				\$1,289.23	--	<i>\$1,289.21</i>	--				\$1,048.32	--	<i>\$1,048.32</i>
	Dakota Press printing of 12-page report, and English flyer (500 of each, in color)****				\$1,085.95	--	<i>\$1,085.95</i>	--				\$1,085.95	--	<i>\$1,085.95</i>
	Outreach mailing				\$123.35	--	<i>\$121.80</i>	--				\$133.98		<i>\$133.98</i>
TOTALS:****		4,679,708	4,443,012	3,086	\$38,209.77	\$8,900.00	\$45,981.89		0	0	0	\$37,118.54	\$8,400.00	\$45,518.54
Difference between 2019 and 2020 Costs =														\$ (463.35)

*Includes newspaper circulation, bus ad impressions, and BART ad impressions. In previous years, this column was titled "Newspaper Circulation," and was updated to indicate that this column includes impressions for all print ads combined.

**Page Views: The estimated number of times users viewed a page with our ad. In previous years, this column was titled "Alameda CTC Page Views," and was updated to indicate that page views apply to the publication listed, and not only the Alameda CTC website.

***Click-throughs: The number of viewers to click on the Alameda CTC report from the media banner advertisement.

****The total publication costs do not include Alameda CTC labor costs.



Press Release

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

FOR IMMEDIATE RELEASE

August XX, 2020

CONTACT: Carolyn Clevenger, Deputy Executive Director of Planning and Policy

P: 510.208.7496

E: cclevenger@AlamedaCTC.org

W: www.AlamedaCTC.org

18 Years in a Row, Independent Watchdog Committee Reports Measure B and Measure BB Sales Tax Dollars Spent in Accordance with Intent of Two Transportation Sales Tax Measures

ALAMEDA COUNTY, Calif. – On August XX, 2020, the Independent Watchdog Committee (IWC) of the **Alameda County Transportation Commission** (Alameda CTC) released its 18th Annual Report to the Public <https://www.alamedactc.org/iwc2020report/>, covering fiscal year 2018-2019 expenditures and IWC activities. The report concludes that Measure B and Measure BB tax dollars were spent in accordance with the intent of the two transportation sales tax measures and that opportunities for improvement remain. The report also provides an update on the delivery of programs and projects funded by Measure B, Alameda County's half-cent sales tax for transportation improvements, and those funded by Measure BB, which augmented the half-cent sales tax to one cent and extended the tax through 2045.

Each year, the IWC reviews and analyzes Alameda CTC's Measure B and Measure BB expenditures to ensure that funds are spent in accordance with the voter-approved measures.

In fiscal year 2018-2019, Alameda CTC received \$167.2 million in Measure B revenue and expended \$151.3 million as follows:

- \$49.6 million for public transit, including operations, capital investments and special transportation for seniors and people with disabilities.
- \$29.8 million for highway and street capital projects.
- \$43.0 million for local transportation improvements, including local streets and roads and bicycle and pedestrian projects.
- \$26.5 million for debt repayment.
- \$1.7 million for general administration.
- \$0.7 million for direct program and project management and oversight.

Alameda CTC issued \$137.1 million of Measure B Sales Tax Revenue Bonds in March 2014 to bridge a short-term funding gap that existed while many large capital projects in the 2000 Measure B Expenditure Plan were closed out. The bonds incurred \$26.5 million of costs related to annual debt repayment in FY2018-19 and will continue to incur this same amount each fiscal year until the last bond matures in March 2022.

In fiscal year 2018-2019, Alameda CTC received \$166.8 million in Measure BB revenue and expended \$150.3 million as follows:

- \$57.3 million for public transit, including operations, capital investments and special transportation for seniors and people with disabilities.
- \$35.3 million for highway and street capital projects.
- \$46.0 million for local transportation improvements, including local streets and roads and bicycle and pedestrian projects.
- \$6.3 million for community development grants.
- \$0.1 million for freight and economic development grants.
- \$0.1 million for technology grants.
- \$3.6 million for general administration.
- \$1.6 million for direct program and project management and oversight.

In July 2015, the IWC replaced and assumed responsibility for the Citizens Watchdog Committee created in 2002 after reauthorization of the local sales tax measure in 2000. Each year, the IWC reports directly to the public on the agency's Measure B expenditures and Measure BB expenditures and performance measures.

The 18th Annual Report to the Public <https://www.alamedactc.org/iwc2020report/>, the Executive Summary in [English](#), [Chinese](#) and [Spanish](#), and [audited financial statements and compliance reports](#) of each agency receiving Measure B and Measure BB funds through the direct local distribution program are available to the public on the Alameda CTC website. Hard copies of the Annual Report are available by request via e-mail to ayayers@alamedactc.org, via mail to Alameda CTC offices at 1111 Broadway, Suite 800, Oakland, CA, 94607 or via telephone, 510.208.7450.

About the Alameda County Transportation Commission

Alameda CTC plans, funds and delivers transportation programs and projects that expand access and improve mobility to foster a vibrant and livable Alameda County. Alameda CTC coordinates countywide transportation planning and delivers the expenditure plan for the Measure B sales tax approved by 81.5 percent of county voters in 2000 and the expenditure plan for Measure BB, approved by more than 70 percent of voters in November 2014. For the 18th year in a row, Alameda CTC received a clean, unmodified opinion from independent auditors. Visit www.AlamedaCTC.org to learn more, and follow Alameda CTC on [Facebook](#) and [Twitter](#).

About the Alameda CTC Independent Watchdog Committee

The IWC is made up of 17 members, all of whom must be a resident of Alameda County. IWC members are not elected officials at any level of government, nor individuals in a position to benefit personally in any way from the sales tax.

IWC at-large members are appointed for a two-year term, including:

- One per district, appointed by the Board of Supervisors.
- One per district, appointed by the Alameda County Mayor's Conference.

All other members may serve until a replacement is appointed, including:

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

IWC FY2020-21 Calendar/Work Plan
IWC FY2020-21 Calendar/Work Plan
on the second Monday of the month from 5:30 to 7:30 p.m.
at Alameda CTC Offices

Categories	Monday, July 13, 2020	Monday, November 9, 2020	Monday, January 11, 2021	Monday, March 8, 2021	Monday, July 12, 2021
IWC Annual Report	<ul style="list-style-type: none"> Public Hearing on IWC Annual Report (substantially final) Finalize/Approve IWC Annual Report and Publication Costs IWC Annual Report Press Release 	<ul style="list-style-type: none"> IWC Annual Report Outreach Summary and Publication Cost Update 		<ul style="list-style-type: none"> Establish IWC Annual Report Subcommittee to create and finalize IWC Annual Report (Subcommittee meets April through June) IWC photo for Annual Report 	<ul style="list-style-type: none"> Public Hearing on IWC Annual Report (substantially final) Finalize/Approve IWC Annual Report and Publication Costs IWC Annual Report Press Release
Measure B and Measure BB Projects and Programs	<ul style="list-style-type: none"> Issues Identification Process IWC Projects and Programs Watchlist Next Steps 	<ul style="list-style-type: none"> Issues Identification Process 	<ul style="list-style-type: none"> Overview/Update on Measure B and Measure BB Projects and Programs Issues Identification Process 	<ul style="list-style-type: none"> Projects and Programs Watchlist (members sign up for projects and programs) (staff to send letters to jurisdictions required to keep IWC informed in July) Issues Identification Process 	<ul style="list-style-type: none"> Issues Identification Process IWC Projects and Programs Watchlist Next Steps
Measure B and Measure BB Compliance and Audited Financial Reports	<ul style="list-style-type: none"> Measure B and Measure BB Program Compliance Report Summary Independent Auditor Work Plan 	<ul style="list-style-type: none"> Presentation of FY2019-20 Comprehensive Annual Financial Report by Independent Auditor 	<ul style="list-style-type: none"> Measure B and Measure BB FY2019-20 Compliance and Audit Reports available on Alameda CTC Website (raw data, not yet reviewed by staff) 	<ul style="list-style-type: none"> Measure B and Measure BB Audit Report and Program Compliance Report Review Orientation/ Workshop Measure B and Measure BB FY2019-20 Compliance and Audit Reports Forwarded to IWC for Review 	<ul style="list-style-type: none"> Measure B and Measure BB Program Compliance Report Summary Independent Auditor Work Plan
Organizational / Standing Reports	<ul style="list-style-type: none"> Election of IWC Officers for FY2020-21 Approve IWC FY2020-21 Annual Calendar/Work Plan IWC Member Reports Staff Responses to IWC Members Requests for Information IWC FY2020-21 Budget 	<ul style="list-style-type: none"> IWC Member Reports Staff Responses to IWC Members Requests for Information 	<ul style="list-style-type: none"> IWC Member Reports Staff Responses to IWC Members Requests for Information 	<ul style="list-style-type: none"> IWC Member Reports Staff Responses to IWC Members Requests for Information 	<ul style="list-style-type: none"> Election of IWC Officers for FY2021-22 Approve IWC FY2021-22 Annual Calendar/Work Plan IWC Member Reports Staff Responses to IWC Members Requests for Information IWC FY2021-22 Budget

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**ALAMEDA COUNTY TRANSPORTATION COMMISSION
AUDIT PLANNING MEETING AGENDA
For The Year Ended June 30, 2020**

Date of Meeting: July 13, 2020 @ 5:30pm PST

Form of communication: Meeting with the Independent Watchdog Committee

Audit Firm: Maze and Associates

Purpose of meeting: Cover discussions related to audit scope as required by Statement of Auditing Standards (SAS) Statement 114.

The main purpose of this discussion is to open up two-way communication between the auditors and IWC.

SAS 114 – Audit Timing, Scope and Management Representation

Audit Timing

Interim phase fieldwork is scheduled for the week of June 8, 2020 and final phase fieldwork is scheduled for the week of August 31st, 2020 and September 7, 2020. The finalized drafts are scheduled to be presented at the October 22, 2020 Audit Committee, the November 9, 2020 Finance and Administration Committee, the November 9, 2020 Independent Watchdog Committee and the December 3, 2020 Alameda County Transportation Commission Meeting.

Audit Scope

Scope of work includes:

- Perform a risk assessment - brainstorm of Alameda CTC
- Create an audit plan tailored to Alameda CTC
- Review and document our understanding of Alameda CTC's internal controls and segregation of duties. Here we have a focused attention on conflict of duties – employees with access to assets and related records used to control and account for those assets, and we test mitigating controls.
- Determine the most effective way to test significant audit areas and balances, usually by:
 - Testing controls over key transaction cycles via sampling (such as disbursements, payroll and journal entries)
 - Testing information system application controls
 - Sending 3rd party confirmations when effective
 - Testing accruals at year end
 - Analytical Review
 - Projections and forecasts
 - Testing bank reconciliations
 - Testing capital asset transactions
 - Testing long-term debt transactions
 - Reviewing actuarial studies utilized for Retirement Plans and OPEB

- Perform compliance tests
 - Certain Government code provisions applicable to cash and investments
 - Local policy compliance, typically:
 - Investment
 - Purchasing
 - Grants (Single Audits)
- Financial Statement preparation assistance
 - Staff has requested that we provide assistance with the preparation of financial statements and disclosures.
 - We are satisfied staff have the capability to perform this task themselves.

Management Representations

We will request representations from management that data and assertions provided are complete and accurate. We rely primarily on our audit verification tests and procedures; however, management assertions and judgment unavoidably affect financial data.

David Alvey, CPA
Audit Partner
davida@mazeassociates.com
925-930-0902 Ext. 227



"We are in the business to help our clients succeed"



Independent Watchdog Committee

Issues Identification Process 11.2

Summary

This issues identification process outlines the responsibilities of the Independent Watchdog Committee (IWC) and identifies the process for IWC members and members of the public to bring issues of concern to the IWC and for IWC to address issues identified on "IWC Issues Forms" (attached).

IWC Responsibilities

The Independent Watchdog Committee is charged with the following as written in the 2000 and 2014 Transportation Expenditure Plans approved by voters.

The Independent Watchdog Committee is appointed pursuant to Measure B and Measure BB to review all expenditures of the Measure B transportation sales tax, to review and oversee all expenditures and performance measures, as appropriate, of the Measure BB transportation sales tax and to monitor Measure B and Measure BB projects and programs. This committee reports directly to the public and has the following responsibilities:

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

Review Process

The purpose for the review of projects and programs by the IWC is to report to the public on findings. To this end, the tasks on which the IWC should focus during review include:

1. Proper expenditure of Measure B and Measure BB funds;
2. The timely delivery of projects per contract agreements; and
3. Compliance with the projects or programs as defined in the voter-approved 2000 and 2014 Transportation Expenditure Plans.

During the review process, IWC members will adhere to the following procedures:

1. Issues raised on an IWC Issues Form regarding Measure B or Measure BB expenditures and/or contract compliance on a project or program may be eligible to be pursued through a request for the project or program sponsor to appear before the IWC. Issues raised by members of the public regarding Measure B and/or Measure BB expenditures must be submitted in writing either to the IWC chair, vice-chair or to the committee at an IWC meeting.
2. Before requesting that staff respond to an issue or calling on a project or program sponsor to appear before the IWC, an IWC member must submit an IWC Issues Form to the IWC chair or vice-chair for placement on the agenda at the next IWC meeting. Issues submitted by a member of the public must be handled in the same manner.

(continued on next page)

Review Process *(continued)*

3. The IWC must approve, by an affirmative vote, the method taken to address an issue identified on an IWC Issues Form, whether originally presented by an IWC member or a member of the public.
4. The IWC may establish a subcommittee, when necessary, to address the issue, question, or concern raised on an IWC Issues Form.
5. The IWC or subcommittee should consider the resources listed below when addressing an issue raised on an IWC Issues Form.
6. If requested, staff shall respond in writing to the issue.

The reviews are expected to be organized, thorough and efficient, and may result in a clear recommendation for further action, if needed.

Resources for IWC (not all inclusive)

- Adopted 2000 and 2014 Transportation Expenditure Plans
- Up-to-date list of project/program sponsors contacts
- Alameda CTC staff responsible for oversight of the project/program or other expenditures
- Information about public hearings, recent discussions, or news clippings provided by Alameda CTC staff to the IWC by mail or at meetings
- Other Alameda CTC advisory committees (for example, Paratransit Advisory and Planning Committee or Bicycle and Pedestrian Advisory Committee chair-persons may be called on to address an issue)
- Alameda CTC independent auditor and Comprehensive Annual Financial Reports
- Alameda CTC General Counsel



Independent Watchdog Committee

Issues Identification Form

11.2A

The Independent Watchdog Committee (IWC) is tasked with the review of Measure B expenditures and Measure BB expenditures and performance measures. This form allows for formal documentation of potential issues of concern regarding the expenditure of Measure B and/or Measure BB funds and Measure BB performance measures. A concern should be submitted to the IWC if an issue directly relates to the potential misuse of Measure B or Measure BB funds, non-compliance with the 2000 and/or 2014 Transportation Expenditure Plans approved by voters, or an issue with Measure BB performance measures. Only current IWC members may use this form (an issue brought forward by the public would have to be championed by an IWC member and brought forward to the IWC on an IWC Issues Form by the IWC member).

Date	
Name	
Email Address	

Governmental Agency of Concern Include name of agency and all individual contacts from list of project/program sponsor contacts.	
Agency/Contact Phone	
Agency/Contact E-mail	
Agency Address Include City and Zip Code.	
Indicate Applicable Measure	Measure B Measure BB
Indicate the type of Measure B and/or Measure BB expenditure to which this concern relates Please check one.	Capital Project Program Program Grant Administration

Complete the following with the name of the project or program, dates, times, and places where the issues of which you have concerns took place.

Project/Program Name	
Date	
Time	
Location	

Please explain in detail the nature of your concern and how it came to your attention.

Project

Program

Action Taken

Please list other parties or agencies you have contacted in an attempt to more fully understand this issue and any actions you have taken.



Independent Watchdog Committee

Issues Identification Form

11.3

The Independent Watchdog Committee (IWC) is tasked with the review of Measure B expenditures and Measure BB expenditures and performance measures. This form allows for formal documentation of potential issues of concern regarding the expenditure of Measure B and/or Measure BB funds and Measure BB performance measures. A concern should be submitted to the IWC if an issue directly relates to the potential misuse of Measure B or Measure BB funds, non-compliance with the 2000 and/or 2014 Transportation Expenditure Plans approved by voters, or an issue with Measure BB performance measures. Only current IWC members may use this form (an issue brought forward by the public would have to be championed by an IWC member and brought forward to the IWC on an IWC Issues Form by the IWC member).

Date	March 4, 2020
Name	Thomas A. Rubin
Email Address	tarubin@earthlink.net

Governmental Agency of Concern Include name of agency and all individual contacts from list of project/program sponsor contacts.	Caltrans, BART, City of Oakland, others
Agency/Contact Phone	
Agency/Contact E-mail	
Agency Address Include City and Zip Code.	
Indicate Applicable Measure	<input checked="" type="checkbox"/> Measure B <input checked="" type="checkbox"/> Measure BB
Indicate the type of Measure B and/or Measure BB expenditure to which this concern relates Please check one.	<input checked="" type="checkbox"/> Capital Project <input type="checkbox"/> Program <input type="checkbox"/> Program Grant <input type="checkbox"/> Administration

Complete the following with the name of the project or program, dates, times, and places where the issues of which you have concerns took place.

Project/Program Name	BART second transbay tube/East Bay expansion/I-980 Corridor/ReX Bus Subway
Date	On-going
Time	
Location	

Please explain in detail the nature of your concern and how it came to your attention.

Project

The biggest surface transportation program currently under consideration in Alameda County is the collection of long-term projects in the same general corridor, potentially including:

1. The second BART Transbay tube and connecting and feeder/distributor lines.
2. The elimination of I-980, associated with the return of the right-of-way to its previous utilization in the manner of I-880.
3. The proposed Oakland A's new stadium on the Waterfront West of Jack London Square and the changes to road and rail connections and traffic to provide access, including a potential BART station (see 1. above), an aerial tramway, and bus and other connections.
4. The proposed ReX regional express bus system, specifically including the proposed 18-mile bus subway through Berkeley and Oakland.

All of these are years, decades away from being approved, but planning for all is underway, some still conceptual, others further along. As they continue to develop, it is likely that ACTC funds will be utilized for planning for some of these and, eventually, could be proposed for funding by potential future Alameda County and/or regional transportation tax measures.

Program

Action Taken

Please list other parties or agencies you have contacted in an attempt to more fully understand this issue and any actions you have taken.

I would like to see periodic briefings of the Independent Watchdog Committee Members in regard to long-range surface transportation planning in Alameda County. This particular corridor appears to be a particular hotspot for such major projects and, therefore, would be a good first example. Such a presentation could be made by ACTC staff or, as appropriate, with the assistance of other agencies and organizations involved.

**Alameda County Transportation Commission
Independent Watchdog Committee Budget
Fiscal Year 2020-21**

Notes:

Annual Report	\$ 50,000	Includes all advertising (including costs for public hearing notice), printing, design, mailing, and translation services costs
Meeting Per Diems	<u>6,500</u>	17 members for 7 annual meetings (\$5950) + 2 members for 5 commission meetings (\$500) @ \$50 = \$6450
Total IWC Budget	<u><u>\$ 56,500</u></u>	

This IWC budget was approved by the Commission on May 28, 2020.

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Alameda County Transportation Commission
Independent Watchdog Committee
Roster - Fiscal Year 2020-2021

12.4

	Title	Last	First	City	Appointed By	Term Began	Re-apptmt.	Term Expires
1	Mr.	Jones, Chair	Steven	Dublin	Alameda County Mayors' Conference, D-1	Dec-12	Jan-19	Jan-21
2	Mr.	McCalley, Vice Chair	Murphy	Castro Valley	Alameda County Supervisor Nate Miley, D-4	Feb-15	Mar-17	Mar-19
3	Mr.	Brown	Keith	Oakland	Alameda Labor Council (AFL-CIO)	Apr-17		N/A
4	Mr.	Buckley	Curtis	Berkeley	Bike East Bay	Oct-16		N/A
5	Mr.	Dominguez	Oscar	Oakland	East Bay Economic Development Alliance	Dec-15		N/A
6	Mr.	Naté	Glenn	Union City	Alameda County Supervisor Richard Valle, D-2	Jan-15	Jan-20	Jan-22
7	Ms.	Piras	Pat	San Lorenzo	Sierra Club	Jan-15		N/A
8	Mr.	Rubin	Thomas	Oakland	Alameda County Taxpayers Association	Jan-19		N/A
9	Ms.	Ryan	Karina	Oakland	League of Women Voters	May-19		N/A
10	Mr.	Tilchen	Carl	Dublin	Alameda County Supervisor Scott Haggerty, D-1	Oct-18		N/A
11	Ms.	Walsh	Jean	Oakland	Pending Commission Approval Alameda County Mayors' Conference, D-5	Jul-20		Jul-22
12	Ms.	Waltz	Esther Ann	Livermore	Pending Commission Approval Paratransit Advisory and Planning Committee	Jul-20		N/A
13	Mr.	Zukas	Hale	Berkeley	Alameda County Supervisor Keith Carson, D-5	Jun-09	Jan-20	Jan-22
14		Vacancy			Alameda County Mayors' Conference, D-2			
15		Vacancy			Alameda County Mayors' Conference, D-3			

Alameda County Transportation Commission
Independent Watchdog Committee
Roster - Fiscal Year 2020-2021

16		Vacancy			Alameda County Mayors' Conference, D-4			
17		Vacancy			Alameda County Supervisor Wilma Chan, D-3			