



Alameda County Technical Advisory Committee Meeting Agenda Thursday, June 10, 2021, 1:30 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 Alameda County Technical Advisory 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, or as specified by the Chair.

Committee Chair: Tess Lengyel

Staff Liaison: [Gary Huisingh](#)

Clerk: [Vanessa Lee](#)

Location Information:

Virtual Meeting Information: <https://zoom.us/j/98704277271?pwd=Q3hzcjVlNGpxTEJsRTlZQkRvK0dyZz09>
Webinar ID: 987 0427 7271
Passcode: 755604

For Public Access Dial-in Information: (669) 900-6833
Webinar ID: 987 0427 7271
Passcode: 755604

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

Meeting Agenda

1. Call to Order

2. Introductions/Roll Call

3. Public Comment

| 4. Consent Calendar | | Page/Action |
|-------------------------------------|---|-------------|
| 4.1. | Approve the May 6, 2021 ACTAC Meeting Minutes | 1 A |
| 4.2. | Alameda County Federal Inactive Projects Update | 5 I |
| 5. Planning / Programs / Monitoring | | |
| 5.1. | FY 2019-20 Measure B, Measure BB and Vehicle Registration Fee Program Compliance Summary Report Update | 9 I |
| 5.2. | ACTAC Information Exchange: SB 743 Implementation and Alameda County Vehicle Miles Travelled (VMT) Reduction Estimator Tool | 21 I |
| 6. Member Reports | | |
| 7. Staff Reports | | |
| 8. Adjournment | | |

Next Meeting: Thursday, July 8, 2021

Notes:

- All items on the agenda are subject to action and/or change by the Commission.
- 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 June through July 2021

Commission Chair
Mayor Pauline Russo Cutter
City of San Leandro

Commission Vice Chair
Councilmember John Bauters
City of Emeryville

AC Transit
Board President Elsa Ortiz

Alameda County
Supervisor David Haubert, District 1
Supervisor Richard Valle, District 2
Supervisor Wilma Chan, District 3
Supervisor Nate Miley, District 4
Supervisor Keith Carson, District 5

BART
Vice President Rebecca Saltzman

City of Alameda
Mayor Marilyn Ezzy Ashcraft

City of Albany
Councilmember Rochelle Nason

City of Berkeley
Councilmember Lori Droste

City of Dublin
Mayor Melissa Hernandez

City of Fremont
Mayor Lily Mei

City of Hayward
Mayor Barbara Halliday

City of Livermore
Mayor Bob Woerner

City of Newark
Councilmember Luis Freitas

City of Oakland
Councilmember At-Large
Rebecca Kaplan
Councilmember Sheng Thao

City of Piedmont
Councilmember Jen Cavanaugh

City of Pleasanton
Mayor Karla Brown

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 | June 24, 2021 July 22, 2021 |
| 9:00 a.m. | Multi-Modal Committee (MMC) | July 12, 2021 |
| 10:00 a.m. | Programs and Projects Committee (PPC) | |
| 11:30 a.m. | Planning, Policy and Legislation Committee (PPLC) | |

Advisory Committee Meetings

| | | |
|-----------|---|---------------|
| 1:30 p.m. | Paratransit Planning and Advisory Committee | June 28, 2021 |
| 1:30 p.m. | Alameda County Technical Advisory Committee (ACTAC) | July 8, 2021 |
| 5:30 p.m. | Independent Watchdog Committee (IWC) | July 12, 2021 |
| 5:30 p.m. | Bicycle and Pedestrian Advisory Committee (BPAC) | July 15, 2021 |

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 Commission will not be convening at its Commission Room but will instead move to a remote meeting.

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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1. Call to Order

Gary Huisingsh called the meeting to order. Mr. Huisingsh provided instructions to the Committee regarding technology procedures including instructions on administering public comments during the meeting.

2. Roll Call

Roll call was conducted and all members were present with the exception of Kevin Connolly, Lt. Austin Danmeier, Anthony Fournier, Johnny Jaramillo, Matt Maloney, David Ripperda, Radiah Victor, and John Xu.

Yvonne Chan attended as an alternate for Craig Raphael.

Nathan Landau attended as an alternate for Eve Ng.

Ryan O'Connell attended as an alternate for Amber Evans.

Mike Tassano attended as an alternate for Cedric Novenario.

Beth Thomas attended as an alternate for Farid Javandel.

3. Public Comment

There were no public comments.

4. Consent Calendar

4.1. Approval of April 8, 2021, ACTAC Meeting Minutes

4.2. Alameda County Federal Inactive Projects Update

Gail Payne made a motion to approve the consent calendar. Hans Larsen seconded the motion. The motion passed with the following roll call votes:

Yes: Ameri, Ayupan, Bhatia, Fried, Huisingsh, Imai, Izon, Landau, Larsen, Lee, Lui, Marquises, Nair, O'Connell, Payne, Tassano, Thomas, Yeamans

No: None

Abstain: Payne

Absent: Connolly, Danmeier, Fournier, Jaramillo, Maloney, Ripperda, Victor, Xu

5. Programs/Projects/Monitoring

5.1. Metropolitan Transportation Commission's Safe and Seamless Mobility Quick-Strike Program Update

Gary Huisingsh, Deputy Executive Director, introduced Vivek Bhat, Director of Programming and Project Controls, who provided the Committee with an update on the Metropolitan Transportation Commission's (MTC) Safe and Seamless Mobility Quick-Strike Program. Mr. Bhat stated that earlier this year MTC released a call for project nominations for the Safe and Seamless Mobility Quick-Strike Program, a one-time, competitive grant program within its One Bay Area Grant Cycle 2

(OBAG 2) program framework. He noted that approximately \$49 million of federal funds are available region-wide. MTC requested that County Transportation Agencies (CTAs) submit project nominations for their county area by March 30, 2021. County targets provided were to be used as a guide based on the OBAG 2 county program distribution, and Alameda County's funding target was approximately \$9.8 million. Alameda CTC staff submitted 12 project nominations requesting a total of \$15.1 million. MTC received a total of 71 project nominations from the nine Bay Area CTA's for a total amount requested of more than \$108 million. MTC staff has released an initial staff recommendation that included nine projects from Alameda County for a total of approximately \$9.6 million.

Mr. Bhat also stated that the Coronavirus Response and Relief Supplemental Appropriations ACT of 2021 (CRRSAA) included \$912 million available statewide in supplemental COVID-relief funding for highway infrastructure programs out of which the Bay Area will receive roughly \$65 million, with \$34 million available for MTC discretionary programming and the remaining \$31 million to be administered by the CTC through the STIP. MTC was proposing to augment \$34 million discretionary funds to the Quick Strike Program.

5.2. Approve Alameda County 2021 Mid-Cycle Augmentation of the 2020 State Transportation Improvement Program

Vivek Bhat stated that this item is regarding new federal funds being made available to Alameda CTC as part of the Coronavirus Response and Relief Supplemental Appropriations ACT of 2021 (CRRSAA) through the State Transportation Improvement Program (STIP). He recommended that the Commission approve the following actions related to the mid-cycle augmentation of the Alameda County 2020 State Transportation Improvement Program (2021 Mid-Cycle STIP):

1. Approve Resolution 21-010 (Attachment A) regarding the approval of a 2021 Mid-Cycle STIP program of projects, which identifies a total of \$6.308 million of new 2021 Mid-Cycle STIP funding;
2. Approve Resolution 21-011 (Attachment B), the required resolution of local support for new STIP projects; and
3. Authorize the Executive Director or designee to enter into any necessary agreements.

Mr. Bhat stated that the STIP is a multi-year capital improvement program of transportation projects on and off the State Highway System, funded with revenues from the State Highway Account and other funding sources administered by the California Transportation Commission (CTC). The federal CRRSAA has \$912 million of COVID-19 relief funds apportioned to the State. From this amount, the CTC authorized \$243 million to be distributed through the STIP as a mid-cycle augmentation to the 2020 STIP (2021 Mid-cycle STIP Program), as follows: \$182 million through the Regional Improvement Program and \$61 million through the Interregional Improvement Program. Alameda County's share of

the State's 2021 Mid-cycle STIP Fund Estimate is \$6.308 million of new programming capacity for projects.

Hans Larsen stated that he supported all three actions and noted that it is a challenge to receive federal funds. He suggested looking at a larger county strategy in terms of projects that are good candidates for federal money and collectively determine which projects are eligible for federal funding. Mr. Larsen requested creating a process or opportunity where cities can bring potential candidate projects to Alameda CTC's attention for future federal funding.

Marilou Ayupan commented as Union City is collaborating with its neighboring cities and there could be a federal opportunity for transit and rail-related projects. She suggested that if they work collectively and if the project is challenging, possibly Alameda CTC can lead the effort. Mr. Bhat clarified that federal funds for rail-related projects are through the Federal Transit Administration (FTA) and although Alameda CTC will continue to be supportive of jurisdictions obtaining such funding, Alameda CTC is not an eligible recipient of FTA funds.

Hans Larsen made a motion to approve this item. Marilou Ayupan seconded the motion. The motion passed with the following roll call votes:

Yes: Ameri, Ayupan, Bhatia, Fried, Huisingh, Imai, Izon, Landau, Larsen, Lee, Lui, Marquises, Nair, O'Connell, Payne, Tassano, Thomas, Yeamans
No: None
Abstain: None
Absent: Connolly, Danmeier, Fournier, Jaramillo, Maloney, Ripperda, Victor, Xu

5.3. Local Business Contract Equity (LBCE) Program Reporting Requirements and Procedures Update

Gary Huisingh introduced Seung Cho, Director of Procurement and Information Technology, who provided the Committee with an update on the Local Business Contract Equity (LBCE) Program Reporting Requirements and Procedures. Mr. Cho noted that this information will enhance Project Sponsors' understanding of the updated program procedures and requirements, and Alameda CTC's expectations, resulting in improved LBCE program operations, increased compliance with program requirements, and augmented ability to deliver contracting opportunities to local, small local, and very small local Alameda County firms. He stated that Alameda CTC is required to submit an LBCE Utilization Report to its Commission on an annual basis. This report provides an update of business utilization on active professional services and construction contracts funded with Vehicle Registration Fee, Measure B, and Measure BB funds administered by Alameda CTC. Mr. Cho stated that as Alameda CTC is preparing for the next reporting cycle, staff has updated reporting requirements and procedures and he shared the changes with ACTAC.

5.4. ACTAC Information Exchange: Safe System Approach Training and Discussion

Gary Huisingsh Introduced Kristen Villanueva, Principal Transportation Planner, who stated that she will kick-off this mini-training and information exchange on a topic and key priority coming out of the 2020 Countywide Transportation Plan. Ms. Villanueva stated that Fehr & Peers is the consultant firm that collaborated with the Federal Highway Administration to develop the materials on the Safe System Approach. She noted that the Safe System Approach is a national road safety leadership initiative to develop a coordinated approach to reach zero deaths in the transportation system within the next 30 years. Ms. Villanueva introduced Carrie Modi and Lee Reis, Fehr & Peers, to present the Safe System Approach and moderate an information exchange and discussion around supporting the implementation of the approach in Alameda County. ACTAC was provided an opportunity to share their updates on safety and Vision Zero efforts across the county.

One key need that was highlighted was more ways to educate the public on appropriate use of safer treatments such as roundabouts, protected intersections and HAWK pedestrian beacons. A request was made for sharing resources with ACTAC, such as videos demonstrating use, from other Alameda County jurisdictions and beyond. In addition, several ACTAC members mentioned the importance of having vocal support from the active transportation community to help build broader community support and get elected officials on board.

6. Members Report

There were no member reports.

7. Staff Report

There were no staff reports.

8. Adjournment

The meeting adjourned at 3:30 p.m. The next meeting is scheduled for June 10, 2021.



DATE: June 7, 2021

TO: Alameda County Technical Advisory Committee

FROM: Vivek Bhat, Director of Programming and Project Controls
Jacki Taylor, Senior Program Analyst

SUBJECT: Alameda County Federal Inactive Projects Update

Recommendation

It is recommended that ACTAC members review the current Caltrans Inactive Projects list (Attachment A), which identifies federal funding at risk for deobligation due to delayed invoicing and to review the actions required by the project sponsor to keep the funding obligation active and in compliance with Caltrans requirements. This is an information item.

Summary

Federal regulations require local agencies receiving federal funds to regularly invoice against each federal obligation. Caltrans maintains a list of inactive obligations and projects are added to the list when there has been no invoice activity for the past six months. If Caltrans does not receive an invoice during the subsequent six-month period the project's federal funds will be at risk for deobligation by the Federal Highway Administration (FHWA). ACTAC members are requested to review the latest inactive projects list (Attachment A), which identifies the federal funds at risk and the actions required to avoid deobligation. Local agencies are expected to regularly submit invoices and close out projects in a timely manner. To reduce the occurrence of inactive projects, local agencies are encouraged to implement quarterly invoicing. Project sponsors with inactive projects are to work directly with Caltrans Local Assistance to clear the inactive invoicing status, submit inactive justification forms, and provide periodic status updates to Alameda CTC programming staff until projects are removed from the Caltrans report.

Background

In response to FHWA's requirements for processing inactive obligations, Caltrans Local Assistance proactively manages federal obligations, as follows:

- If Caltrans has not received an invoice for obligated funds in over six months, the project will be deemed inactive and added to the list of Federal Inactive Obligations. The list is posted on the Caltrans website and updated weekly:

<https://dot.ca.gov/programs/local-assistance/projects/inactive-projects>. If the inactive list indicates a written justification is due to Caltrans, download the justification form template from this same link.

- Caltrans will notify local agencies the first time a project becomes inactive.
- If Caltrans does not receive an invoice within the following six months (12 months without invoicing), Caltrans will deobligate the unexpended balances. The deobligation process is further detailed in [FHWA's Obligation Funds Management Guide](#), which states that project costs incurred after deobligation are not considered allowable costs for federal participation and are therefore ineligible for future federal reimbursement.

It is the responsibility of local agencies to work in collaboration with their DLAE to ensure projects are removed from the inactive list and avoid deobligation.

Regional Requirements

The Metropolitan Transportation Commission (MTC) Regional Project Delivery Policy, MTC Resolution 3606, states that *"Agencies with projects that have not been invoiced against at least once in the previous six months or have not received a reimbursement within the previous nine months have missed the invoicing /reimbursement deadlines and are subject to restrictions placed on future regional discretionary funds and the programming of additional federal funds in the federal TIP until the project receives a reimbursement."* Additionally, MTC may delay the obligation of currently programmed regional discretionary funding to a future year. Thus, agencies with inactive projects must resolve their inactive status promptly to avoid restrictions on future federal funds. MTC actively monitors inactive obligations and periodically contacts project sponsors for status updates. MTC encourages Local Agencies to invoice more frequently than the 6-month minimum and preferably on a quarterly basis.

Invoice Submittal

Due to COVID-19, Caltrans has temporarily exempted its requirement for wet signatures on invoice documents in order to process for payment. Until further notice, Districts will be accepting scanned copies of invoices. Local Assistance Procedures Manual (LAPM) forms, including Exhibit 5-A Local Agency Invoice form can be found [here](#).

Next Steps

ACTAC members are requested to ensure timely invoicing against each federal obligation and work directly with Local Assistance to resolve invoicing issues. Sponsors with inactive projects are requested to provide periodic status updates to Alameda CTC until the project is removed from the report. Email updates to Jacki Taylor, JTaylor@alamedactc.org.

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

Attachment:

- A. Alameda County Federal Inactive Projects List, dated 5/27/21

Alameda County Inactive Obligations

Updated by Caltrans 5/27/2021

Project Balances > \$50,000

Updated on 05/27/2021

| Project Number | Status | Agency Action Required | Project Prefix | Agency | Project Description | Potential Deobligation Date | Latest Date | Earliest Authorization Date | Latest Payment Date | Last Action Date | Months of No Activity | Total Cost Amount | Obligations Amount | Expenditure Amount | Unexpended Balance |
|----------------|----------|--|----------------|----------------|--|-----------------------------|-------------|-----------------------------|---------------------|------------------|-----------------------|-------------------|--------------------|--------------------|--------------------|
| 5933143 | Inactive | Final invoice under review by Caltrans. Monitor for progress. | ATPL | Alameda County | IN CASTRO VALLEY: ON ANITA AVENUE BETWEEN CASTRO VALLEY BLVD. AND SOMERSET AVENUE CONSTRUCT SIDE WALKS, CURBS, GUTTERS, DRIVEWAYS, PEDESTRIAN RAMPS | 08/20/2021 | 08/20/2020 | 02/15/2018 | 08/20/2020 | 08/20/2020 | 7 | \$310,000 | \$250,000 | \$194,156 | \$55,844 |
| 5050047 | Inactive | Invoice overdue. Contact DLAE. | STPL | Hayward | WANTON AVE. - HESPERIAN BLVD TO SANTA CLARA ST. REHAB PAVEMENT, UPGRADE CURB RAMPS AND STREETLIGHTS. | 06/23/2021 | 06/23/2020 | 06/23/2020 | | 06/23/2020 | 9 | \$101,200 | \$88,000 | \$0 | \$88,000 |
| 5050041 | Inactive | Final Voucher Removed from Inventory | | Hayward | INDUSTRIAL BLVD. - CLAWITER RD. TO 659 FT. SOUTH OF DEPOT RD. PAVEMENT REHABILITATION | 04/10/2020 | 04/11/2019 | 01/23/2014 | 04/11/2019 | | 26 | \$1,538,563 | \$1,335,000 | \$1,266,235 | \$68,765 |
| 5012028 | Inactive | Invoice returned to agency. Contact DLAE. | STPLZ | Oakland | 23RD AVE BR 33C0148, CAMPUS DR BR 33C0238 & COLISEUM WAY BR 33C0253 SEISMIC RETROFIT | 05/14/2021 | 05/14/2020 | 09/01/1996 | 05/14/2020 | 01/07/2021 | 10 | \$3,312,953 | \$2,897,545 | \$2,278,206 | \$619,339 |
| 5012134 | Inactive | Project is inactive. Funds at risk. Invoice immediately. Provide status to DLAE/ submit inactive justification form. | STPL | Oakland | 7TH STREET FROM WOOD ST TO PERALTA ST. ROAD DIET, BICYCLE LANES, SIDEWALK ENHANCEMENT, AND PEDESTRIAN AMENITIES | 04/09/2021 | 04/09/2020 | 04/06/2017 | 04/09/2020 | 04/09/2020 | 11 | \$3,744,000 | \$3,288,000 | \$3,222,240 | \$65,760 |
| 5012127 | Inactive | Final invoice under review by Caltrans. Monitor for progress. | CML | Oakland | ON PERALTA ST FROM 7TH ST TO 10TH ST AND FROM 32ND ST TO HAVEN STREET. STRIPPING FROM 7TH ST TO WEST GRAND AVE. AND FROM HOLLIS ST. TO 36TH ST. STREET SCAPE | 02/26/2020 | 02/26/2019 | 02/16/2016 | 02/26/2019 | 02/26/2019 | 25 | \$3,943,753 | \$3,098,415 | \$3,036,697 | \$61,718 |
| 5041045 | Inactive | Project is inactive. Funds at risk. Invoice immediately. Provide status to DLAE/ submit inactive justification form. | HSIPL | San Leandro | IN SAN LEANDRO AT THE INTERSECTION OF DAVIS ST AND CARPENTIER ST. INSTALL PEDESTRIAN ACTIVATED HAWK SIGNAL, ACCESSIBLE PEDESTRIAN SIGNAL EQUIPMENT. IMPROVE | 11/27/2019 | 11/27/2018 | 04/21/2017 | 11/27/2018 | 10/17/2019 | 28 | \$292,655 | \$254,405 | \$37,655 | \$216,750 |
| 5933141 | Future | Invoice under review by Caltrans. Monitor for progress. | HSIPL | Alameda County | PALOMARES RD. BETWEEN PALO VERDE RD. AND HIGHWAY 84 & REDWOOD RD. BETWEEN MARCIEL RD. AND CAMINO ALTA MIRA IN CASTRO VALLEY, ALAMEDA COUNTY PAVE EXISTING | 12/08/2021 | 12/08/2020 | 08/02/2017 | 12/08/2020 | 12/08/2020 | 3 | \$566,200 | \$376,200 | \$66,525 | \$309,675 |
| 5057046 | Future | Invoice ASAP to avoid inactivity. | CMLNI | Berkeley | CITY WIDE IMPLEMENT PARKING PRICING PILOT PROGRAM IN NEIGHBORHOODS ADJACENT TO GO-BERKELEY METER AREA. | 12/22/2021 | 12/22/2020 | 01/25/2017 | 12/22/2020 | 12/22/2020 | 3 | \$1,187,500 | \$950,000 | \$323,621 | \$626,379 |
| 5057042 | Future | Invoice ASAP to avoid inactivity. | STPL | Berkeley | IN BERKELEY: PEDESTRIAN ACCESS THROUGHOUT THE BERKELEY MARINA. CONSTRUCT CLASS I MULTI-USE TRAIL | 10/28/2021 | 10/28/2020 | 01/24/2018 | 10/28/2020 | 10/28/2020 | 5 | \$599,698 | \$483,925 | \$316,589 | \$167,336 |
| 5012037 | Future | Invoice ASAP to avoid inactivity. | STPLZ | Oakland | LAKE MERRITT CHANNEL BRIDGE (BR.NO.33C-0030) REPLACE BRIDGE (PER SEISMIC STRATEGY) | 11/24/2021 | 11/24/2020 | 03/01/1998 | 11/24/2020 | 11/24/2020 | 4 | \$31,446,836 | \$27,595,632 | \$26,279,636 | \$1,315,996 |

Alameda County Inactive Obligations

Updated by Caltrans 5/27/2021

Project Balances < \$50,000

Updated on 05/27/2021

| Project Number | Status | Agency Action Required | Project Prefix | Agency | Project Description | Potential Deobligation date | Latest Date | Earliest Authorization Date | Latest Payment Date | Last Action Date | Months of No Activity | Total Cost Amount | Obligations Amount | Expenditure Amount | Unexpended Balance |
|----------------|----------|---|----------------|------------|--|-----------------------------|-------------|-----------------------------|---------------------|------------------|-----------------------|-------------------|--------------------|--------------------|--------------------|
| 5014043 | Inactive | Final invoice under review by Caltrans. Monitor for progress. | ATPLNI | Alameda | JEAN SWEENEY OPEN SPACE: RAIL TO TRAIL CONVERSION OF THE FORMER ALAMEDA BELTLINE. CROSS ALAMEDA TRAIL - EDUCATION AND OUTREACH TO SCHOOL, PEDESTRIANS AND BICYCLISTS | 06/18/2021 | 06/18/2020 | 04/17/2017 | 06/18/2020 | 06/18/2020 | 9 | \$141,000 | \$123,000 | \$105,048 | \$17,952 |
| 5101029 | Inactive | Invoice overdue. Contact DLAE. | BPMP | Pleasanton | CITY OF PLEASANTON: 5 BRIDGES, 33C0454, 33C0099, 33C0453, 33C0461, AND 33C0462. BRIDGE PREVENTIVE MAINTENANCE PROJECT | 09/11/2021 | 09/11/2020 | 12/19/2015 | 09/11/2020 | 09/11/2020 | 6 | \$1,575,426 | \$134,532 | \$131,090 | \$3,442 |
| 5322055 | Future | Invoice ASAP to avoid inactivity. | STPL | Fremont | FREMONT CITY CENTER & FREMONT BART STATION MULTIMODAL IMPROVMENTS | 10/08/2021 | 10/08/2020 | 03/12/2015 | 10/08/2020 | 10/08/2020 | 5 | \$3,285,974 | \$2,095,586 | \$2,068,180 | \$27,406 |

Color Key

- Project is inactive for more than 12 months and is carried over from last quarter inactive project list. **Provide status to DLAE/ submit inactive justification form, as indicated.**
- Invoice / Final invoice is under review
- Project is in final voucher process. District can contact Final voucher unit to verify and get an update.
- Invoice is returned and agency needs to contact DLAE to resubmit the invoice.
- Invoice Overdue. Agency needs to provide justification to DLAE.



Memorandum

5.1

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

DATE: June 7, 2021

TO: Alameda County Technical Advisory Committee

FROM: Vivek Bhat, Director of Programming and Project Controls
John Nguyen, Principal Transportation Planner

SUBJECT: FY 2019-20 Measure B, Measure BB and Vehicle Registration Fee Program Compliance Summary Report Update

Recommendation

This item is to provide the Commission with an update on the Measure B, Measure BB, and Vehicle Registration Fee (VRF) Program Compliance for the Fiscal Year 2019-20 (FY19-20) reporting period. This item is for information only.

Summary

Each year, Alameda CTC requires recipients of Measure B, Measure BB, and VRF 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 (IWC), 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 all twenty DLD recipients in compliance with the DLD financial reporting and program compliance requirements for the FY19-20 reporting period.

Background

Alameda CTC is responsible for administering the Measure B, Measure BB, and the VRF 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 2019-20 (FY19-20), Alameda

CTC has distributed over \$1.6 Billion 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 cities, the County, and five transit agencies providing transportation improvements and services in Alameda County.

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 FY19-20, which covers July 1, 2019 to June 31, 2020. 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 FY19-20 reporting year, all DLD recipients submitted the required compliance reports and audited financial statements to Alameda CTC. Alameda CTC staff, in collaboration with the IWC, reviewed the recipients' expenditures to determine eligibility and program compliance.

Alameda CTC has determined that all twenty DLD recipients are in-compliance with the financial reporting and expenditure requirements, and DLD policies for expenditures incurred during FY19-20. The DLD recipients' individual reports are available for review online at: <https://www.alamedactc.org/funding/reporting-and-grant-forms/>.

FY19-20 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 FY19-20 ending fund balance by funding program totals \$105.5 (\$45.5M in Measure B, \$50.9M in Measure BB,

and \$9.1M in VRF) as shown in Attachment A. The balance has decreased by approximately \$5M from the past fiscal year. DLD recipients have reported \$46.6M 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 33 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. 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. DLD recipients continue to invest in road maintenance and repair to maintain and improve streets and roads. 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 have exceeded or are within three percentage points of their agency's goal. The San Joaquin Regional Rail Commission noted a decline in its on-time performance for its Altamont Corridor Express operations in the fiscal year due to the implementation of new positive train control technologies. SJRRC provided a corrective action plan to implement new operating procedures and trainings for this new technology. They expect the system performance in the next fiscal year to improve as the testing phase is concluded, and the new system technologies becomes more coordinated with the track infrastructure, and procedures become more familiar among the train operators. 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.

During the IWC's review, the members focused on jurisdictions' expenditures and performance accomplishments. Members provided comments to the DLD recipients inquiring on areas (including but not limited to) local streets and road's investments, recipients' efforts to improve pavement condition index scoring, transit related operating cost per trip, and the program administration expenses. The IWC's assessment of the DLD programs will be included as part of the IWC's Annual Report to the Public in July 2021.

Program Compliance Determination

All twenty DLD recipients are found to be in-compliance with the financial reporting and expenditure requirements, and associated DLD policies for expenditures incurred during FY19-20 period. Alameda CTC will continue to monitor the DLD program expenditures to ensure adherence with the respective voter-approved Transportation Expenditure Plans.

Fiscal Impact: There is no fiscal impact associated with the requested action.

Attachments:

- A. DLD Program Summary of Fund Balances
- B. DLD Balances and Encumbrances
- C. Summary of Measure BB LSR Expenditures on Bicycle/Pedestrian improvements
- D. Performance Summary - PCI and on-time performance

**Measure B/Measure BB/Vehicle Registration Fee
Direct Local Distribution Fund Balances**

(As of the end of Fiscal Year 2019-20)

| Jurisdiction: | Measure B | Measure BB | VRF | Total |
|----------------------|---------------------|---------------------|--------------------|----------------------|
| AC Transit | \$5,132,647 | \$5,683,611 | | \$10,816,258 |
| BART | \$0 | \$0 | | \$0 |
| LAVTA | \$0 | \$0 | | \$0 |
| WETA | \$441,932 | \$1,831,865 | | \$2,273,797 |
| ACE | \$1,249,433 | \$675,309 | | \$1,924,742 |
| Alameda County | \$548,159 | \$2,106,231 | \$288,691 | \$2,943,081 |
| City of Alameda | \$1,584,438 | \$0 | \$327,616 | \$1,912,054 |
| City of Albany | \$1,869,387 | \$2,181,219 | \$254,541 | \$4,305,146 |
| City of Berkeley | \$3,910,084 | \$8,322,884 | \$1,209,914 | \$13,442,882 |
| City of Dublin | \$510,024 | \$675,188 | \$284,556 | \$1,469,768 |
| City of Emeryville | \$840,463 | \$628,941 | \$23,317 | \$1,492,721 |
| City of Fremont | \$954,934 | \$2,897,536 | \$372,349 | \$4,224,819 |
| City of Hayward | \$7,031,694 | \$8,868,232 | \$975,580 | \$16,875,506 |
| City of Livermore | \$2,821,310 | \$2,650,689 | \$415,504 | \$5,887,503 |
| City of Newark | \$724,329 | \$1,304,242 | \$117,045 | \$2,145,615 |
| City of Oakland | \$11,743,956 | \$6,981,944 | \$1,875,400 | \$20,601,300 |
| City of Piedmont | \$1,923 | \$443 | \$34,011 | \$36,377 |
| City of Pleasanton | \$1,476,987 | \$2,060,049 | \$1,047,601 | \$4,584,638 |
| City of San Leandro | \$2,232,539 | \$2,277,469 | \$1,122,480 | \$5,632,488 |
| City of Union City | \$2,446,102 | \$1,711,141 | \$795,965 | \$4,953,208 |
| Total | \$45,520,341 | \$50,856,993 | \$9,144,570 | \$105,521,904 |

Notes:

1. Financials are from the Measure B/BB/VRF Direct Local Distribution Recipients' FY 2019-20 Audited Financial Statements.

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**Measure B/Measure BB/Vehicle Registration Fee
Direct Local Distribution Encumbrances and Balances**

(As of the end of Fiscal Year 2019-20)

| Jurisdiction: | Total Balance | Total Encumbrance | Total Remaining (Bal. - Encumbered) | % Remaining Balance |
|----------------------|----------------------|------------------------------|--|--------------------------------|
| AC Transit | \$10,816,258 | \$10,816,258 | \$0 | 0% |
| BART | \$0 | \$0 | \$0 | 0% |
| LAVTA | \$0 | \$0 | \$0 | 0% |
| WETA | \$2,273,797 | \$203,052 | \$2,070,745 | 91% |
| ACE | \$1,924,742 | \$1,249,433 | \$675,309 | 35% |
| Alameda County | \$2,943,081 | \$386,639 | \$2,556,442 | 87% |
| City of Alameda | \$1,912,054 | \$1,976,975 | -\$64,921 | -3% |
| City of Albany | \$4,305,146 | \$743,000 | \$3,562,146 | 83% |
| City of Berkeley | \$13,442,882 | \$3,523,461 | \$9,919,422 | 74% |
| City of Dublin | \$1,469,768 | \$1,469,212 | \$556 | 0% |
| City of Emeryville | \$1,492,721 | \$842,131 | \$650,590 | 44% |
| City of Fremont | \$4,224,819 | \$1,311,758 | \$2,913,061 | 69% |
| City of Hayward | \$16,875,506 | \$6,004,439 | \$10,871,066 | 64% |
| City of Livermore | \$5,887,503 | \$4,295,000 | \$1,592,503 | 27% |
| City of Newark | \$2,145,615 | \$519,950 | \$1,625,665 | 76% |
| City of Oakland | \$20,601,300 | \$3,438,906 | \$17,162,394 | 83% |
| City of Piedmont | \$36,377 | \$36,377 | \$0 | 0% |
| City of Pleasanton | \$4,584,638 | \$3,888,623 | \$696,015 | 15% |
| City of San Leandro | \$5,632,488 | \$2,931,097 | \$2,701,391 | 48% |
| City of Union City | \$4,953,208 | \$2,958,862 | \$1,994,346 | 40% |
| Total | \$105,521,904 | \$46,595,174 | \$58,926,730 | 56% |

Notes:

1. Financials are from the Measure B/BB/VRF Direct Local Distribution Recipients' FY 2019-20 Audited Financial Statements.

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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 | \$12,402,139 | \$11,468,926 | 92% | Yes |
| City of Alameda | \$8,162,250 | \$5,535,892 | 68% | Yes |
| City of Albany | \$416,555 | \$219,375 | 53% | Yes |
| City of Berkeley | \$8,854,487 | \$2,553,032 | 29% | Yes |
| City of Dublin | \$1,984,641 | \$698,054 | 35% | Yes |
| City of Emeryville | \$1,065,300 | \$254,442 | 24% | Yes |
| City of Fremont | \$11,542,333 | \$4,803,343 | 42% | Yes |
| City of Hayward | \$7,456,034 | \$1,510,746 | 20% | Yes |
| City of Livermore | \$3,297,739 | \$948,650 | 29% | Yes |
| City of Newark | \$1,768,169 | \$713,356 | 40% | Yes |
| City of Oakland | \$53,418,708 | \$9,029,774 | 17% | Yes |
| City of Piedmont | \$2,109,638 | \$407,378 | 19% | Yes |
| City of Pleasanton | \$3,179,657 | \$639,731 | 20% | Yes |
| City of San Leandro | \$6,005,063 | \$1,430,679 | 24% | Yes |
| City of Union City | \$2,373,882 | \$543,458 | 23% | Yes |
| Total | \$124,036,597 | \$40,756,837 | 33% | Yes |

Notes:

1. The table above reflects total Measure BB funds reported by jurisdictions.
2. Revenue and expenditure figures may vary due to number rounding.

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DLD Performance Summary

Fiscal Year 2019-20 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. | | | | |
| | FY 16/17 | FY 17/18 | FY 18/19 | FY 19/20 |
| Alameda County | 71 | 71 | 72 | 71 |
| City of Alameda | 71 | 72 | 71 | 70 |
| City of Albany | 59 | 59 | 57 | 57 |
| City of Berkeley | 59 | 57 | 58 | 57 |
| City of Dublin | 85 | 85 | 85 | 85 |
| City of Emeryville | 79 | 77 | 75 | 74 |
| City of Fremont | 71 | 72 | 73 | 73 |
| City of Hayward | 70 | 70 | 70 | 70 |
| City of Livermore | 76 | 78 | 78 | 79 |
| City of Newark | 76 | 76 | 75 | 75 |
| City of Oakland | 56 | 54 | 54 | 53 |
| City of Piedmont | 64 | 61 | 62 | 64 |
| City of Pleasanton | 78 | 79 | 78 | 79 |
| City of San Leandro | 56 | 57 | 56 | 57 |
| City of Union City | 82 | 81 | 79 | 78 |

Source: MTC 2019 Pavement Condition of Bay Area Jurisdictions
https://mtc.ca.gov/sites/default/files/PCI_table_2019_data.pdf

| 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 as reported by the jurisdictions. | | | | | | |
| | | On-Time Performance Actual | | | | |
| Jurisdiction: | On-Time Goal | FY 16/17 | FY 17/18 | FY 18/19 | FY 19/20 | Under/Over Goal |
| AC Transit | 72% | 69% | 70% | 70% | 73% | 1% |
| ACE | 95% | 94% | 89% | 89% | 76% | -19% |
| BART | 91% | 89% | 92% | 92% | 89% | -2% |
| LAVTA | 85% | 81% | 85% | 85% | 88% | 3% |
| Union City Transit | 90% | 94% | 92% | 92% | 92% | 2% |
| WETA | 95% | 89% | 96% | 95% | 97% | 2% |

DLD Performance Summary

Fiscal Year 2019-20 Performance Monitoring

| 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) as reported by the jurisdictions. | | | | | | | | | | | |
| Agency | FY 16/17 | | FY 17/18 | | | FY 18/19 | | | FY 19/20 | | |
| | No. of one-way Trips | MB/BB Cost Per Trip | No. of one-way Trips | MB/BB Cost Per Trip | Total Costs Per Trip (all Sources) | No. of one-way Trips | MB/BB Cost Per Trip | Total Costs Per Trip (all Sources) | No. 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 | 383,937 | \$33.23 | \$70.32 |
| BART | 225,876 | \$17.73 | 238,942 | \$18.13 | \$18.13 | 229,740 | \$20.45 | \$58.07 | 172,493 | \$25.30 | \$70.99 |
| LAVTA | 50,433 | \$9.18 | 50,967 | \$9.77 | \$9.77 | 46,108 | \$12.19 | \$39.44 | 1,406,245 | \$1.23 | \$10.91 |
| Union City | 21,375 | \$24.48 | 18,028 | \$28.57 | \$28.57 | 15,382 | \$38.23 | \$62.13 | 14,638 | \$38.11 | \$65.77 |



Memorandum

5.2

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

DATE: June 7, 2021

TO: Alameda County Technical Advisory Committee

FROM: Aleida Andrino-Chavez, Associate Transportation Planner

SUBJECT: ACTAC Information Exchange: SB 743 Implementation and Alameda County Vehicle Miles Travelled (VMT) Reduction Estimator Tool

Recommendation

This includes two items related to implementing the requirements of Senate Bill 743 (SB 743). The first item is a demonstration of the final Alameda County Vehicle Miles Travelled Reduction Estimator Tool (Alameda County VMT Tool). The second is an update from Caltrans on SB 743 implementation within the intergovernmental review process of land use projects near the state highway system (SHS). This is an information item.

Summary

In spring 2020, Alameda CTC initiated development of the Alameda County VMT Tool, which is modeled after the San Diego Association of Governments VMT Reduction Calculator Tool (SANDAG Tool), as a resource to assist our member agencies with the implementation of the requirements of SB 743. At the April 2021 ACTAC meeting, the project team provided an update on refinements to the SANDAG Tool for use in Alameda County which included changes to strategy effectiveness that reflect the latest version of California Air Pollution Control Officers Association (CAPCOA) and a geographic sensitivity analysis that defines place types to be included in the Alameda County VMT Tool. At the June ACTAC meeting, the project team will provide an overview of the final VMT tool, which was reviewed by the Alameda County SB 743 Working Group, and demonstrate its use on a few land use projects in Alameda County. The final tool will be posted on the Alameda CTC website later this summer.

This item also includes an update from staff of the Caltrans Environmental Planning department regarding the Local Development Intergovernmental Review Program (LD-IGR) incorporation of SB 743 implementation.

Background

Final Draft Alameda County VMT Reduction Estimator Tool

As discussed at the October 2020 and April 2021 meetings of ACTAC, Alameda CTC is supporting member agencies as they implement SB 743 requirements through development of an Alameda County VMT Reduction Estimator Tool. Guiding development of this tool is an Alameda CTC-led SB 743 Working Group (Working Group) that includes agency staff from Alameda County jurisdictions of Berkeley, Emeryville, Oakland, San Leandro, Hayward, Fremont, Dublin, Livermore, and Pleasanton; and agency staff from Caltrans, AC Transit, and the Port of Oakland that have either conducted work on SB 743 requirements or have some experience evaluating projects under CEQA.

With the help of Fehr & Peers, who has developed VMT tools for several jurisdictions and agencies across the state, Alameda CTC has developed an Excel-based VMT Reduction Estimator Tool for use on land use development projects within Alameda County. This tool is an adjusted version of the VMT tool produced by SANDAG in 2019. The Working Group has provided input to the tool development, tested out the draft version of the tool, and participated in a session with the consultants at a meeting on May 21, 2021. An update on this tool was presented to ACTAC at its meeting in April 2021.

At the June ACTAC meeting, Fehr & Peers will demonstrate use of the Alameda County VMT Tool on sample land use projects. An overview of the comments received from the May meeting of the Working Group will also be presented at the June ACTAC meeting. The final tool will be uploaded to the Alameda CTC website later this summer.

Alameda County VMT Tool Development Summary

As presented in April, there have been several important changes made to the SANDAG tool to make it applicable and responsive to the needs of Alameda County:

- Added six more VMT reduction strategies beyond those already included in the SANDAG tool, including strategies related to parking supply limits, transit discounts for local residents, and bicycle-supportive facilities.
- Updated the maximum reduction values and the VMT calculations for all strategies to reflect the most recent research available through the forthcoming update of the CAPCOA handbook on Quantifying Greenhouse Gas Mitigation Measures.
- Developed a method for identifying a project's location through a linkage to estimates of VMT by Travel Analysis Zone (TAZ) from the Alameda Countywide Travel Demand Model.
- Used the Alameda Countywide Travel Demand Model to generate zone-specific values for the many background variables required by the VMT calculations, such as mode share and transit availability.

- Updated the strategy descriptions, FAQs, results page, and other user-facing elements of the tool for ease of use and consistency with Alameda County data and context.

The underlying structure and functions of the tool remain consistent with how the SANDAG Tool was designed and built. The SANDAG website (<https://www.icommutesd.com/planners/TDM-local-governments>) contains several training videos about using the tool that are relevant for application of the Alameda County VMT Tool. Written documentation specifically about the Alameda County VMT Tool will be forthcoming and uploaded onto the Alameda CTC website.

Caltrans SB 743 Implementation Update

The requirements of SB 743 affect two important elements of Caltrans' work:

- Review of land use projects' potential impact to the State Highway System (SHS) through its Local Development Intergovernmental Review (LD-IGR) program, and
- Transportation analysis including induced vehicle travel demand analysis for projects on the SHS.

Caltrans has developed guidance documents to assist project sponsors to implement SB 743 requirements for projects on the SHS, and on its review of local development projects near the SHS. In its review, Caltrans is evolving its transportation analysis to be multimodal as it implements its Strategic Management Plan 2015-2020. For information on available guidance and resource documents, visit Caltrans website at:

<https://dot.ca.gov/programs/transportation-planning/office-of-smart-mobility-climate-change/sb-743>

The presentation at the June ACTAC meeting is intended to inform agencies about how Caltrans reviews land use projects that are near the SHS. Caltrans staff will introduce the LD-IGR process and the Transportation Impact Study Guide and will explain how they review project documents, including review of comment letters and how they recommend Travel Demand Management (TDM) mitigation measures. This will be an opportunity for ACTAC members to ask questions of Caltrans staff at District 4 who review land use projects and to ensure agencies know how to get in touch with Caltrans staff in the appropriate functional unit for early consultation efforts.

Fiscal Impact: There is no fiscal impact related to this item.

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