



Alameda County Transportation Commission (Commission) Meeting Agenda Thursday, March 27, 2025, 2:00 PM

The Commission and its Standing Committees will meet in the Mary V. King Conference Room at Alameda CTC's offices at 1111 Broadway, Suite 800, Oakland, CA 94607. The live stream of each Alameda CTC Commission and Standing Committee meeting is available for public viewing at www.alamedactc.org/all-meetings by clicking on **View Event** next to the meeting in the list of Upcoming Events.

Members of the public may submit public comments that are addressed to the Commission or Committee members on topics germane to the jurisdiction of the Alameda CTC in person by attending the meeting in Alameda CTC's offices. Alameda CTC conducts orderly meetings to fulfill its mandate. Discriminatory statements or conduct that would potentially violate the federal Civil Rights Act of 1964 and/or the California Fair Employment and Housing Act, California Penal Code sections 403 or 415 is per se disruptive to a meeting and will not be tolerated. Please see [Alameda CTC's Meeting Code of Conduct](#) for more information.

Additionally, comments may be submitted by email sent to the Clerk of the Commission at clerk@alamedactc.org, including the words "Public Comment" and the meeting to which it pertains in the email's subject line. Public comments received by 5:00 p.m. the day before the scheduled meeting will be distributed to Commissioners or Committee members before the meeting and posted on the Alameda CTC website; comments submitted after that time will be distributed to Commissioners or Committee members and posted as soon as possible. Comments submitted will be read aloud or summarized, as specified by the Chair, to the Commission or Committee and those listening telephonically or electronically.

As a convenience, members of the public may also make comments remotely during the meeting by accessing the Zoom link listed below, using the "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 press the star key (*) and then the number 9 (*9) to raise/lower your hand. Comments made in person or via Zoom will generally be limited to three minutes in length, or as specified by the Chair. Alameda CTC cannot guarantee that the public's access to Zoom via phone or other device will be uninterrupted, and technical difficulties may occur from time to time. Unless required by the Brown Act, the meeting will continue despite technical difficulties for participants using the Zoom option.

Chair:	David Haubert	Interim Executive Director:	Carolyn Clevenger
Vice Chair:	Marilyn Ezzy Ashcraft	Acting Clerk of the Commission:	Elizabeth (Liz) Lake

Location Information:

Alameda County Transportation Commission
Mary V. King Conference Room
1111 Broadway, Suite 800
Oakland, CA 94607

Alameda County Fairgrounds
Heritage House
4501 Pleasanton Drive
Pleasanton, CA 94566

Dublin City Hall
100 Civic Plaza
Dublin, CA 94568

Los Angeles Marriott Burbank Airport
Parlor 125/P125E
2500 North Hollywood Way
Burbank, California USA, 91505

Zoom Link:

<https://us06web.zoom.us/j/81823881400?pwd=VoRnUUNTlNTQWo2cog3aHVHeWRlZzo9>

Dial-in Information: 1 (669) 900 6833
Webinar ID: 818 2388 1400
Passcode: 758993

Meeting Agenda

1. Call to Order

2. Roll Call

3. Public Comment

4. Chair and Vice Chair Report

5. Executive Director's Report

5.1 Executive Director's Report - March 2025

Information

[5.1_COMM_ED-Report_Mar2025_20250327.pdf](#)

6. Consent Calendar

6.1 Approve the February 24, 2025 Commission Retreat Summary Notes

Approve

[6.1_COMM_Retreat_Summary_Notes_20250224.pdf](#)

6.2 Approve the February 27, 2025 Commission Meeting Minutes

Approve

[6.2_COMM_Minutes_20250227.pdf](#)

6.3 FY2024-25 Second Quarter Report of Claims Acted Upon Under the Government Claims Act Update

Information

[6.3_COMM_Government_Claims_Act_FY2024-25_2nd_Qtr_Report_20250327.pdf](#)

6.4 Approve Designation of Officers Resolution for the Local Agency Investment Fund (LAIF)

Approve

[6.4_COMM_LAIF_Designation_of_Officers_Resolution_20250327.pdf](#)

6.5 Approve the Alameda CTC FY2024-25 Second Quarter Consolidated Financial Report

Approve

[6.5_COMM_FY24-25_2nd_Qtr_Financial_20250327.pdf](#)

6.6 Approve an Alameda CTC Temporary Upgrade Pay Policy

Approve

[6.6_COMM_TUP_Policy_20250327.pdf](#)

6.7 Express Lanes Program Overview and Preview of Future Items

Information

[6.7_COMM_EL_Program_Overview_20250327.pdf](#)

6.8 Congestion Management Program (CMP): Summary of the Alameda County Transportation Commission's (Alameda CTC) Review and Comments on

Environmental Documents and General Plan Amendments

Information

[6.8_COMM_Env_Docs_20250327.pdf](#)

- 6.9 Federal, state, regional, and local legislative activities update

Information / Approve

[6.9_COMM_March_Legislative_Update_20250327.pdf](#)

- 6.10 Paratransit Program Overview and Approval of Local Access Fund Administrator Resolution

Approve

[6.10_COMM_Paratransit_LAFA_Resolution_20250327.pdf](#)

- 6.11 Community Committee Appointments

Approve

[6.11_COMM_Community_Committee_Appointments_20250327.pdf](#)

7. Committee Reports

- 7.1 Bicycle and Pedestrian Advisory Committee (BPAC)

Information

- 7.2 Independent Watchdog Committee (IWC)

Information

[7.2_COMM_IWC_20250327.pdf](#)

- 7.3 Paratransit Advisory and Planning Committee (PAPCO)

Information

8. Regular Matters

- 8.1 FY2024-25 Mid-Year Budget Update and Staffing/Recruitment Status - Public Hearing

Approve

[8.1_COMM_FY2024-25_Mid-Year_Budget_Update_20250327.pdf](#)

[8.1_COMM_FY2024-25_Mid-Year_Budget_Update_Presentation_20250327.pdf](#)

9. Closed Session

- 9.1 Pursuant to Government Code Section 54956.9(d)(1): Conference with Legal Counsel – Pending Litigation Related to I-580/I-680 Express Lanes Toll System Contracts With Kapsch TrafficCom USA

Information

- 9.2 Pursuant to Government Code Section 54957: Public Employment; Title: Executive Director

Information

- 9.3 Report on Closed Session

Information

10. Executive Director Employment

- 10.1 Approve the Executive Director Ad Hoc Committee's Recommendation to Extend an Offer of Employment for the Position of Executive Director and Direct the Chair and Vice Chair and CPS HR to Negotiate an Employment Agreement

Approve

[10.1_COMM_Approval_ED_Recommendation_20250327.pdf](#)

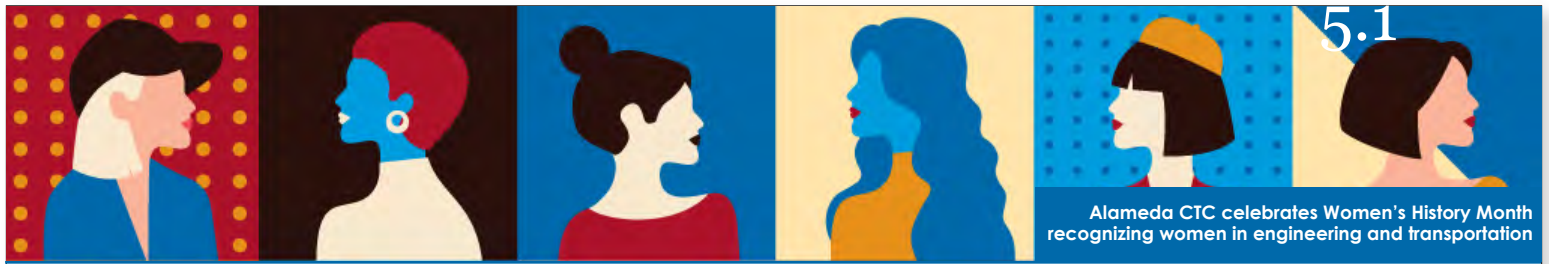
11. Adjournment

Next Meeting:

April 24, 2025

Notes:

- All items on the agenda are subject to action and/or change by the Commission/Committee.
- To comment on an item not on the agenda, submit a speaker card to the Clerk or follow remote instructions listed in the agenda preamble.
- 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.
- For language assistance, please call (510) 208-7475. We request at least five working days' notice to accommodate your request.
 - Para obtener asistencia de idioma, comuníquese al (510) 208-7475. Para hacer lugar a su pedido, solicitamos que nos avise con una anticipación mínima de cinco días hábiles.
 - 如需语言协助, 请致电 (510) 208-7475. 请至少提前五个工作日通知, 以便满足您的要求。
 - Para sa tulong sa wika, tumawag sa (510) 208-7475. Mag-abiso nang limang araw na may pasok o mas maaga para mapagbigyan ang inyong kahilingan.
 - Để được hỗ trợ ngôn ngữ, vui lòng gọi (510) 208-7475. Chúng tôi yêu cầu quý vị thông báo ít nhất năm ngày làm việc để có thể đáp ứng được yêu cầu của quý vị.
- Call (510) 208-7450 (Voice) or 1(800) 855-7100 (TTY) five days in advance of the meeting to request a sign-language interpreter.
- Call (510) 208-7400 48 hours in advance to request other accommodations or assistance at this meeting.



ALAMEDA COUNTY TRANSPORTATION COMMISSION

EXECUTIVE DIRECTOR'S REPORT

MARCH 2025

Delivering on Our Promises

With the passage of Measure BB in 2014, Alameda County residents entrusted this agency to responsibly manage their tax dollars to provide transportation projects and programs that expand access and improve mobility. Alameda CTC activities support local communities while advancing equity, safety, clean transportation and the economy. Through the agency motto of "Plan. Fund. Deliver.", our work is an important part of fostering an even more vibrant and livable Alameda County.

Sincerely,
Carolyn

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- 3 Programming News
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Project Updates

Capital Projects update

The Alameda County Transportation Commission (Alameda CTC) is leading the delivery of 26 projects across Alameda County, known as "the Capital Projects Program." Efforts are diverse and span highway operational improvements, multimodal streets with bicycle, pedestrian and/or transit improvements, and railroad safety crossing improvements—both at-grade and grade separated. The total value of the Capital Projects Program is estimated to be \$2.4 billion over the life cycle of projects, beginning with scoping and ending at project close-out.

The Program spans various phases of project development, with the largest component being four projects actively under construction:

1. [Interstate 80/Gilman Interchange Project](#) (Phase 2)
2. [State Route 84/Interstate 680 Interchange Improvements](#)
3. [Interstate 680 Express Lanes from SR-84 to Alcosta Boulevard](#), known as the "Gap Closure Project"
4. [7th Street Grade Separation East](#)

Plans to bring additional capital projects to construction are also established and include:

- [East Bay Greenway Multimodal \(EBGWMM\)](#) over the next two years:
 - North Segment (EBGWMM-NS), Oakland
 - North Segment (EBGWMM-NS), San Leandro



"Gap Project" work on the Interstate 680 Express Lanes from SR-84 to Alcosta

Project Updates cont'd on page 2



East Bay Greenway Multimodal (EBGWMM) vision for the future

Project Updates cont'd from page 1

- [Rail Safety Enhancement Program – Phase A](#)
- [San Pablo Avenue \(SPA\) Parallel Bike Improvements Project](#)

In addition to construction led by Alameda CTC, Caltrans will be our delivery partner on a number of projects Alameda CTC was the lead in developing. Caltrans will be advertising, awarding and administering several upcoming construction projects on the state highway system, including the Oakland Alameda Access Project, the SPA Safety Enhancements project, and the EBGWMM-NS (San Leandro) construction package on E. 14th Street, also known as State Route 185. In total, these 11 projects represent over \$900 million of construction projects in Alameda County.

The remaining 13 projects are in the early phases of project development including scoping, preliminary engineering and environmental, and final design.

More information about this and other Alameda CTC projects can be found on the agency's [Projects webpage](#).

Planning Updates

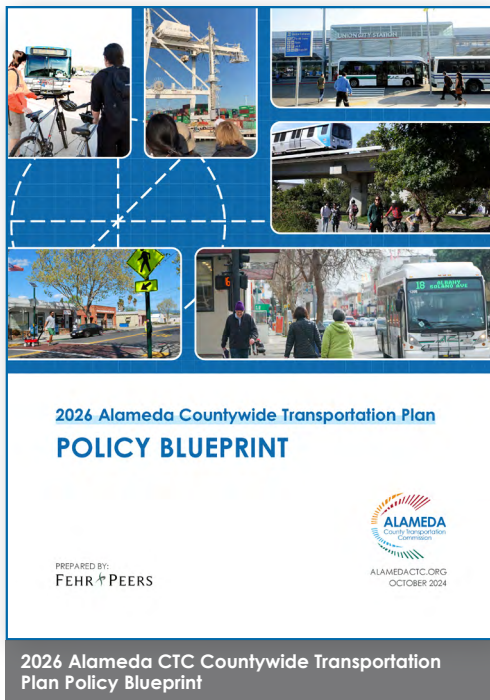
Countywide Transportation Plan update

The Countywide Transportation Plan (CTP) creates a vision for the future of transportation in Alameda and establishes policy priorities that guide decision-making. Alameda CTC updates this transportation plan approximately every four years in response to changing conditions by evaluating new opportunities and the demands placed on the transportation system.

The CTP also articulates Alameda CTC needs within the region. It must reflect regional, state, and federal policies and planning assumptions, making this document important input to the Metropolitan Transportation Commission (MTC)'s regular updates to Plan Bay Area, the region's long-range transportation and land use plan. Through this process, it also serves as an important pathway for many types of project funding opportunities.

In October 2024, the first phase of the CTP update was completed when the Commission adopted the [Policy Blueprint](#)

(Blueprint), which sets the plan's vision, goals, and policy objectives. The Blueprint will continue to inform all aspects of CTP development and is organized around four goals: safety, equity, climate, and economic vitality. The plan also includes policy objectives which articulate how to advance each goal.



Throughout the next year and a half, staff will continue to work with jurisdiction and agency partners, community-based organizations, committees, and the Commission to advance technical phases of the CTP. Those technical phases include a needs assessment, analysis of gaps and opportunities, development of strategies and near-term actions, performance evaluation, and recommendations of projects and programs.

To better understand local priorities and projects, Alameda CTC is meeting with local jurisdiction and agency staff in a series of one-on-one listening sessions this spring. Concurrently, staff will convene a CTP Working Group to strengthen relationships with and receive direct input from community-based organizations (CBOs). This group will include CBOs that represent historically marginalized communities throughout all four county planning areas—North, South, East, and Central.

The CTP workplan over the next 18 months includes:

- Spring 2025: Local priority meetings, CTP Working Group meetings
- Summer 2025: Initial Project and Program Assessments, Public Engagement and Survey
- Fall 2025: Project and Programs follow-up discussions, draft Gaps and Opportunities Assessment, and CTP Working Group meeting
- Winter 2025-26: Draft Strategies and Near-term Actions, and Plan Performance Evaluation
- Spring 2026: Draft CTP released, CTP Working Group meeting
- Summer 2026: CTP recommended for approval

This timeline aligns with MTC's next major update of Plan Bay Area and may change to meet emerging factors.

Oakland Alameda Access Project open houses announced

Alameda CTC will host four in-person open houses at the end of April and one virtual presentation in May to provide updates and pre-construction information on the Oakland Alameda Access Project. Preregistration for in person events is not necessary. Dates, times and locations include:

Open House #1

Wednesday, April 23, 2025, 5-6:30pm
BLOC15 Event Venue
252 2nd St, Oakland, CA 94607

Open House #2

Thursday, April 24, 2025, 6-7:30pm
Alameda Chamber of Commerce
2215-A S Shore Center, Alameda, CA 94501

Open House #3

Tuesday, April 29, 2025, 4:30-6:00pm
Oakland Asian Cultural Center
388 9th St Ste 290, Oakland, CA 94607

Open House #4

Wednesday, April 30, 2025, 5-6:30pm
College of Alameda (Student Lounge)
555 Ralph Appenzato Memorial Pkwy, Alameda, CA 94501

Virtual Presentation

Wednesday, May 14, 2025, 5-6:30pm
Preregistration is required:
bit.ly/OAAPVirtualPresentation

Go to oaklandalamedaaccessproject.com for more information.

Programming News

FY 2023-24 Direct Local Distribution Compliance Report

Alameda CTC's Measure B and Measure BB Direct sales tax programs generate \$200 million annually for the Commission's Local Distribution (DLD) program, which city and other local qualifying organizations can use to support their community's transportation, bicycle/pedestrian, mass transit, and paratransit programs. Requirements and guidelines for DLD spending are outlined in the Alameda County Transportation Expenditure Plans for Measure B (2000) and Measure BB (2014).

To ensure program compliance, DLD fund recipients are required to submit Audited Financial Statements and Compliance Reports to Alameda CTC that summarize the prior fiscal year's financial and project expenditure activity and fund balances. Recipients' Audited Financial Statements and Compliance Reports for the FY 2023-24 reporting period were due to Alameda CTC by the end of December 2024. Alameda CTC will work in conjunction with the Independent Watchdog Committee to review all submittals for adherence to the expenditure requirements mandated by the 2000 Alameda County Transportation Expenditure Plan (TEP) and the 2014 TEP.

Eden I & R, Inc. – Mobility Management through 2-1-1 Alameda County



Alameda CTC is providing approximately \$950,000 over four years of Measure B paratransit grant funding to nonprofit Eden I & R, Inc. to implement a mobility management service through 2-1-1 Alameda County. The program offers free local information and referral services regarding transportation services for older adults and individuals with disabilities. This program addresses identified transportation gaps for older adults and people with disabilities by linking individuals to transportation resources and informing them of available travel options.

Users can access transportation resources through a basic home or cell phone call without the need of a computer or smartphone by calling 2-1-1

or texting 898211 for transportation referral information.

Since FY 2024-25 program implementation, this program has provided mobility management support to over 14,000 Alameda County residents, and over 34,000 people accessed Eden I & R's transportation resource finder from July through December of 2024. Eden I & R continues to seek innovative ways to keep their inventory of Alameda County's paratransit resources up to date, conduct outreach and reach, and with Measure B funding from Alameda CTC, can provide enhanced services to Alameda County's older adults and individuals with disabilities.

Finance Updates

Mid-year budget update and financial report

During February, the finance team finalized development of the fiscal year (FY) 2024-25 Mid-Year Budget Update. The update primarily includes changes to beginning fund balances for each fund to FY 2023-24 audited ending fund balances; the rollover of capital project funding authorized, but not utilized, during the prior fiscal year; and updates to project and program needs since adoption of the original budget in May 2024. The update has resulted in a budget with a beginning fund balance of \$1,054.5 million, revenues of \$623.6 million that include federal, state, regional, and local fund sources, and expenditures of \$738.7 million for a net decrease in a fund balance of \$115.2 million and an ending fund balance of \$939.3 million.

In addition, the finance team prepared the second quarter Consolidated Financial Report that reflects Alameda CTC in a strong financial position compared to the budget as of December 31, 2024. Both the financial report and the budget update are scheduled to go to the Commission for approval in March.

Contracting Opportunities

Alameda CTC anticipates upcoming solicitations for the following professional services:

- Oversight Project Management and Project Support
- Project Controls Services

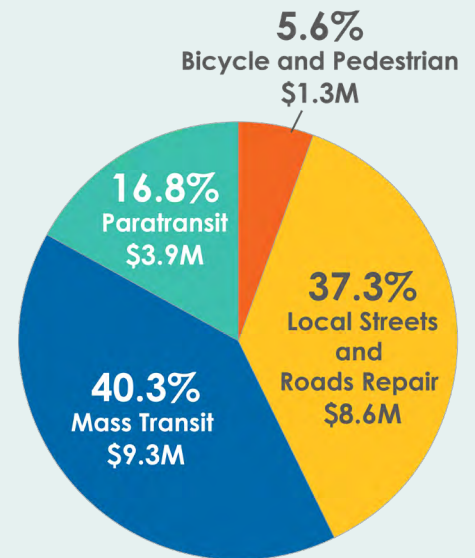
For more information, visit the [Contracting Opportunities webpage](#).

Transportation Investments

Alameda CTC supports the future of Alameda County by equitably investing in projects and programs throughout the county to improve transportation.

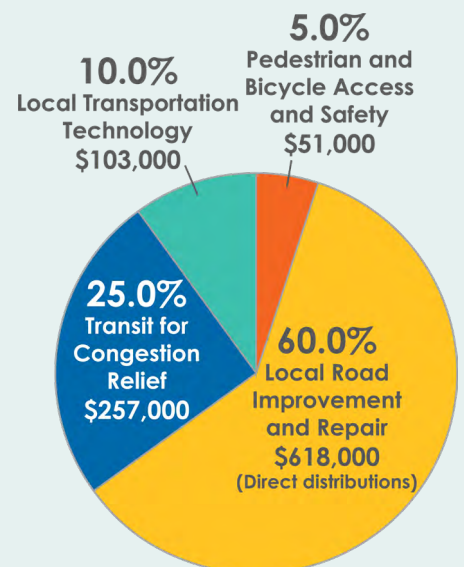
Measure BB Program Distributions

Measure BB direct local distributions began in April 2015 and total more than \$1.10 billion; over \$23.1 million was distributed in December 2024.



Vehicle Registration Fee

Since 2011, Alameda CTC has distributed more than \$98.6 million for local road improvement and repair; over \$1.0 million was collected in December 2024.



Agency Activities

During March 2025, Alameda CTC either hosted, sponsored or participated in the following events:

- March 3 – Oakland Alameda Access Project Monthly Public Stakeholder Update, Virtual
- March 12 – Oakland Alameda Adaption Committee Quarterly meeting, Virtual
- March 12 – Commission's annual state legislative visit, Sacramento
- March 15-16 – Outreach at Community St. Patrick's Day Celebration, Dublin
- March 28 – Bay Area County Transportation Agencies Executive Roundtable

Bike Mobile Outreach Events:

- March 3 – Hillview Crest Elementary, Hayward
- March 4 – Valley View Elementary, Pleasanton
- March 5 – Guy Emanuele, Jr. Elementary, Union City
- March 6 – American High, Fremont
- March 8 – Roosevelt Elementary, San Leandro
- March 10 – Fairview Elementary, Hayward
- March 11 – Altamont Creek Elementary, Livermore
- March 13 – Vallejo Mill Elementary, Fremont
- March 15 – South Berkeley Neighborhood Festival
- March 17 – John F. Kennedy Elementary, Newark
- March 18 – Newark Middle, Newark
- March 19 – Searles Elementary, Union City
- March 20 – Brenkwitz High, Hayward
- March 25 – John F. Kennedy High, Fremont
- March 26 – Franklin Elementary, Oakland
- March 28 – J. M. Amador Elementary, Dublin

Committee Activities

Advisory committee highlights

Community advisory committee highlights for the month of March are as follows:

- March 6 – The [Alameda County Technical Advisory Committee \(ACTAC\)](#) received an update on the Priority Conservation Area (PCA) amendment and nomination process. PCAs are designated geographic areas nominated by local jurisdictions to support regional conservation, resilience and sustainability goals. The obligation status of both the One Bay Area Grant Cycle 2 and Cycle 3 funding were provided to committee members. Procedures and requirements for the agency's Local Business Contract Equity (LBCE) Program were shared to increase sponsor program compliance and augment the delivery of contracting opportunities. The committee also received an update on Alameda County Federal Inactive Projects.
- March 11 – The [Paratransit Technical Advisory Committee \(ParaTAC\)](#) received updates regarding the Alameda County Mobility Needs

Assessment for Older Adults and People with Disabilities report and agency equity initiatives. Information was shared with committee members regarding PAPCO and the Americans with Disabilities and Transit Advisory Committee.

- March 13 – The [Independent Watchdog Committee \(IWC\)](#) were provided information on the annual orientation/workshop for Measure B and Measure BB FY 2023-24 Direct Local Distribution Audit and Program Compliance Reports. Members approved the IWC Annual Report Subcommittee that creates and finalizes the IWC Annual Report. And discussion was continued regarding Committee Bylaws and the Projects and Programs Watchlist.
- March 24 – The Paratransit Advisory and Planning Committee (PAPCO) members approved the 2025 Paratransit Discretionary Grant Program recommendations. Member reports included the latest information on Senate Bill 1376, agency equity initiatives and mobility management.

Visit [Alameda CTC's Meetings webpage](#) for details about these and other upcoming meetings.

Other News

Golden Sneaker Contest



The 2025 Golden Sneaker Contest kicked off on March 3 and ran through March 14, 2025. This treasured Alameda CTC-sponsored contest encourages students, parents, teachers, and participating school administrators to try active modes of transportation to get to school. During the two-week contest, participants can walk or roll to school or opt for carpooling or taking transit. They also try new approaches for their commute, such as parking further from school to add walking to their trip. Teamwork and community building are fundamental to the contest. Classmates work together to track active and shared travel each day with their teachers or family members, giving classrooms and families a special time to share and celebrate together.

At the end of the competition, the classroom at each participating school with the highest percentage of students using active or shared modes will receive the coveted Golden Sneaker trophy made with donated Golden State Warrior shoes! Each student in the winning classroom will receive a pair of shiny golden shoelaces. The ultimate prize—the Platinum Sneaker Award—will go to the school with the highest participation in all of Alameda County. This school will receive not only the award, but also special recognition for their teamwork at the April 2025 Commission meeting.

Over 100 schools throughout Alameda County registered for this year's contest.



Alameda County Transportation Commission Commission Retreat Summary Notes Thursday, February 24, 2025, 12 p.m.

6.1

1111 Broadway, Suite 800, Oakland, CA 94607

• PH: (510) 208-7400

• www.AlamedaCTC.org

1. Call to Order

2. Roll Call

A roll call was conducted. All members were present with the exception of Commissioner Miley.

Commissioner Bowen attended as an alternate for Commissioner Tam.
Commissioner McCorriston attended as an alternate for Commissioner Hu.

3. Public Comment

There were eight written public comments.

4. Welcome and Retreat Overview

Commission Chair David Haubert welcomed the Commissioners and thanked them for attending and introduced the Facilitator. Interim Executive Director Carolyn Clevenger provided welcoming remarks.

Facilitator Jen Cavanaugh oriented Commissioners to the retreat, including leading a round of introductions. She then facilitated several interactive activities with Commissioners sharing transportation journeys with each other and a mapping activity sharing and discussing where they live, work and play throughout Alameda County.

This was an information only item.

There were no public comments received for this item.

5. Agency Overview

During this item, staff from each department at the agency provided an overview of their department's functions. Jen Cavanaugh facilitated discussion among Commissioners during the item.

- Interim Executive Director Carolyn Clevenger provided an overview of the agency including background on the agency's formation, the agency mission, the agency's context in the state and region, Commission governance, and agency structure.
- Deputy Executive Director Trish Reavey provided an overview of the agency's Finance and Administration functions including budgets, financial reporting, and contracting.
- Director Kristen Villanueva provided an overview of the agency's Planning and Programs functions including the Countywide Transportation Plan, Congestion Management Program, and corridor plans in addition to presenting information on

the Student Transit Pass Program, Safe Routes to Schools Program, and Paratransit Program.

- Senior Director Vivek Bhat provided an overview of the agency's Programming and Projects Controls functions, including major funding sources, the Comprehensive Investment Plan, and sales tax policies.
- Director Jhay Delos Reyes provided an overview of the agency's Capital Project Management and Delivery including projects in construction and project's nearing construction.
- Director John Lowery provided an overview of the agency's Express Lanes program with detail on the I-580 and I-680 Express Lanes.

This was an information only item.

There were no public comments received for this item.

Break

6. Discussion of Alameda CTC Policy Goals

Jen Cavanaugh introduced the item explaining that staff would provide a short presentation followed by small group discussions among Commissioners for each topic. Each topic related to the four goals of the Countywide Transportation Plan: Safety, Equity, Climate and Economic Vitality.

- Chris Marks and Angelina Leong provided a presentation on safety-focused policy and projects. Commissioners discussed considerations in their jurisdictions and agencies.
- Krystle Pasco, John Nguyen, and Matt Bomberg provided a presentation on equity. Commissioners discussed considerations for equity in their jurisdictions and agencies.
- Grasi Diaz and John Nguyen provided a presentation on climate policy and projects.
- Kristen Villanueva and Jhay Delos Reyes provided a presentation on policy and projects in support of economic vitality.
- Commissioners discussed considerations for both climate and economic vitality in their jurisdictions and agencies.

This was an information only item.

There were no public comments received for this item.

7. Role of a Commissioner

Commission Chair David Haubert and Commission Vice Chair Marilyn Ezzy Ashcraft provided an overview of serving as a Commissioner, providing insights on how to be an effective and engaged Commissioner, informed by their years of service at Alameda CTC and other boards and commissions.

Jen Cavanaugh facilitated discussion among the Commissioners.

This was an information only item.

There were no public comments received for this item.

8. Takeaways and Reflection

Jen Cavanaugh facilitated a group discussion of major takeaways and reflections.

This was an information only item.

There were no public comments received for this item.

9. Adjournment

The next Commission meeting is Thursday, February 27, 2025, at 2:00 p.m.



Alameda County Transportation Commission

Commission Meeting Minutes

Thursday, February 27, 2025, 2:00 p.m.

6.2

1111 Broadway, Suite 800, Oakland, CA 94607

• PH: (510) 208-7400

• www.AlamedaCTC.org

1. Call to Order

2. Roll Call

A roll call was conducted. All members were present with the exception of Commissioners Fortunato Bas, McCarthy and Young.

Commissioner Bowen attended as an alternate for Commissioner Tam.

Commissioner Zhang attended as an alternate for Commissioner Salwan.

Subsequent to the roll call:

Commissioners Fortunato Bas and McCarthy arrived during item 4.

Commissioner Young arrived during item 5.

3. Public Comment

The Commission received 12 written public comments and two verbal public comments.

4. Chair and Vice Chair Report

Chair Haubert thanked Commissioners and Alameda CTC staff for their participation in the 2025 CTC Commission Retreat and highlighted several items featured on the Commission agenda, as well as the upcoming travel for legislative advocacy to Sacramento and Washington, D.C. The Chair noted that the Executive Director Recruitment Ad-Hoc Committee is being amended to avoid Brown Act conflicts for the Planning, Policy and Legislation Committee following the assignment of the Commission's Standing Committee appointments.

Vice Chair Ezzy Ashcraft read a statement detailing Alameda CTC's meeting Code of Conduct, including administering public comments during the meeting, and provided instructions regarding technology procedures.

5. Executive Director's Report

Interim Executive Director Carolyn Clevenger gave a brief report, which featured several administrative and project updates.

6. Consent Calendar

6.1. Approve the January 23, 2025 Commission Meeting Minutes

6.2. Approve Commissioner Travel for Legislative Related Activities, California Association of Councils of Governments Meetings, Self-Help Counties Coalition Focus on the Future Conference and Other Work-Related Agency Travel

6.3. Approve the Administrative Amendments to Various Agreements to Extend Agreement Expiration Dates

- 6.4. I-580 and I-680 Express Lanes Operations Quarterly Update**
- 6.5. Rail Safety Enhancement Program- Phase B (PN 1618.000): Approve Actions to Facilitate the Environmental and Plans, Specification and Estimate Phases**
- 6.6. Congestion Management Program (CMP): Summary of the Alameda County Transportation Commission’s (Alameda CTC) Review and Comments on Environmental Documents and General Plan Amendments**
- 6.7. Community Advisory Committee Appointments**

Commissioner Salinas moved to approve the Consent Calendar. Commissioner González seconded the motion. The motion passed with the following roll call vote:

Yes: Balch, Bowen, Brown, Ezzy Ashcraft, Fife, Fortunato Bas, González, Hannon, Haubert, Hernandez, Hu, Jordan, Marchand, Márquez, McCarthy, Miley, Salinas, Singh, Solomon, Taplin, Young, Zhang

No: None

Abstain: None

Absent: None

7. Community Advisory Committees

7.1. Bicycle and Pedestrian Advisory Committee (BPAC)

There was no report from the BPAC Chair or Vice Chair.

7.2. Independent Watchdog Committee (IWC)

There was no report from the IWC Chair or Vice Chair.

7.3. Paratransit Advisory and Planning Committee (PAPCO)

PAPCO Vice Chair Sandra Johnson provided an update from the January 27, 2025 PAPCO meeting.

8. Regular Matters

8.1. Federal, state, regional, and local legislative activities update

Remy Goldsmith and Steve Wallauch provided the Commission with an update on federal, state, regional and local legislative activities.

The Commission received one verbal public comment on this item.

8.2. Approve the Fiscal Year 2025-26 Transportation Fund for Clean Air (TFCA) Expenditure Plan Application

Jacki Taylor recommended that the Commission approve Resolution 25-001 regarding the TFCA FY 2025-26 Expenditure Plan Application due to the Bay Area Air District.

Commissioner Salinas moved to approve the item. Commissioner González seconded the motion. The motion passed with the following roll call vote:

Yes: Balch, Bowen, Brown, Ezzy Ashcraft, Fife, Fortunato Bas, González, Hannon, Haubert, Hernandez, Hu, Jordan, Marchand, Márquez, McCarthy, Miley, Salinas, Singh, Solomon, Taplin, Young, Zhang

No: None

Abstain: None

Absent: None

9. Adjournment

The next Commission meeting is Thursday, March 27, 2025, at 2:00 p.m. and will be conducted at the Alameda CTC offices at 1111 Broadway, Suite 800, Oakland, CA 94607.



Memorandum

6.3

1111 Broadway, Suite 800, Oakland, CA 94607

• 510.208.7400

• www.AlamedaCTC.org

DATE:	March 20, 2025
TO:	Alameda County Transportation Commission
FROM	Patricia Reavey, Deputy Executive Director of Finance and Administration
SUBJECT:	FY2024-25 Second Quarter Report of Claims Acted Upon Under the Government Claims Act Update

Recommendation

This item is to provide the Commission with an update on the FY2024-25 Second Quarter Report of Claims Acted upon under the Government Claims Act. This item is for information only.

Summary

There were no actions taken by staff under the Government Claims Act during the second quarter of FY2024-25.

Background

Tort claims against Alameda CTC and other California government entities are governed by the Government Claims Act (Act). The Act allows the Commission to delegate authority to an agency employee to review, reject, allow, settle, or compromise tort claims pursuant to a resolution adopted by the Commission. If the authority is delegated to an employee, that employee can only reject claims or allow, settle, or compromise claims \$50,000 or less. The decision to allow, settle, or compromise claims over \$50,000 must go before the Commission for review and approval.

California Government Code section 935.4 states:

“A charter provision, or a local public entity by ordinance or resolution, may authorize an employee of the local public entity to perform those functions of the governing body of the public entity under this part that are prescribed by the local public entity, but only a charter provision may authorize that employee to allow, compromise, or settle a claim against the local public entity

if the amount to be paid pursuant to the allowance, compromise or settlement exceeds fifty thousand dollars (\$50,000). A Charter provision, ordinance, or resolution may provide that, upon the written order of that employee, the auditor or other fiscal officer of the local public entity shall cause a warrant to be issued upon the treasury of the local public entity in the amount for which a claim has been allowed, compromised, or settled.”

On June 30, 2016, the Commission adopted a resolution which authorized the Executive Director to reject claims of any amount, or to allow, settle, or compromise claims up to and including \$50,000.

There have only been a handful of small claims filed against Alameda CTC and its predecessors over the years, and many of these claims were erroneously filed, and should have been filed with other agencies. As staff moves forward with the implementation of Measure BB, Alameda CTC may experience an increase in claims against the agency as Alameda CTC puts more projects on the streets and highways of Alameda County and as Alameda CTC’s name is recognized as a funding agency on these projects. Staff works directly with the agency’s insurance provider, the Special District Risk Management Authority (SDRMA), when claims are received so that responsibility may be determined promptly and they might be resolved expediently or referred to the appropriate agency. This saves Alameda CTC money because when working with the SDRMA directly, much of the legal costs to address these claims are covered by insurance.

Fiscal Impact: There is no fiscal impact. This item is presented only for information purposes.



Memorandum

6.4

1111 Broadway, Suite 800, Oakland, CA 94607

• PH: (510) 208-7400

• www.AlamedaCTC.org

DATE: March 20, 2025

TO: Alameda County Transportation Commission

FROM: Patricia Reavey, Deputy Executive Director of Finance and Administration
Lily Balinton, Director of Finance

SUBJECT: Approve Designation of Officers Resolution for the Local Agency Investment Fund (LAIF)

Recommendation

Alameda CTC recommends that the Commission adopt Resolution 25-002 to approve the following designated staff members as officers authorized to order the deposit or withdrawal of monies in the Local Agency Investment Fund (LAIF) for the Alameda County Transportation Improvement Authority (2000 Measure B funds), Alameda County Transportation Authority (1986 Measure B funds), and Alameda County Congestion Management Agency (non-sales tax funds).

- Executive Director, Vacant
- Interim Executive Director, Carolyn Clevenger
- Deputy Executive Director of Finance and Administration, Patricia Reavey
- Director of Finance, Lily Balinton

Background

The LAIF investment pool, which is managed by the California State Treasurer, requires that officers be formally designated by the governing body to allow staff to deposit or withdraw funds in LAIF and to make any necessary changes to accounts. The organizational structure of Alameda CTC has changed over the years, which requires that the designations be updated to align with the agency structure. Resolution 25-002 allows Alameda CTC to update the resolution on file with LAIF in order to reflect current position titles of the related officers and specifically designate the individuals currently in those positions to authorize them to make deposits for investment, liquidity withdrawals, and to execute and deliver documents as necessary or advisable to effectuate transactions.

Fiscal Impact: There is no fiscal impact associated with the approval of this item.

Attachment:

- A. Resolution No. 25-002 Authorizing Investment of Monies in the Local Agency Investment Fund

**Commission Chair**

Supervisor David Haubert
Alameda County, District 1

Commission Vice Chair

Mayor Marilyn Ezzy Ashcraft
City of Alameda

Alameda County

Supervisor Elisa Márquez, District 2
Supervisor Lena Tam, District 3
Supervisor Nate Miley, District 4
Supervisor Nikki Fortunato Bas, District 5

AC Transit

President Joel B. Young

BART

Director Melissa Hernandez

City of Albany

Councilmember Preston Jordan

City of Berkeley

Councilmember Terry Taplin

City of Dublin

Mayor Sherry Hu

City of Emeryville

Councilmember Matthew Solomon

City of Fremont

Mayor Raj Salwan

City of Hayward

Mayor Mark Salinas

City of Livermore

Mayor John Marchand

City of Newark

Mayor Michael K. Hannon

City of Oakland

Councilmember Carroll Fife
Councilmember At-Large Rowena Brown

City of Piedmont

Vice Mayor Conna McCarthy

City of Pleasanton

Mayor Jack Balch

City of San Leandro

Mayor Juan González, III

City of Union City

Mayor Gary Singh

Interim Executive Director

Carolyn Clevenger

ALAMEDA COUNTY TRANSPORTATION COMMISSION RESOLUTION 25-002

AUTHORIZING INVESTMENT OF MONIES IN THE LOCAL AGENCY INVESTMENT FUND

WHEREAS, The Local Agency Investment Fund is established in the State Treasury under Government Code section 16429.1 et. seq. for the deposit of money of a local agency for purposes of investment by the State Treasurer; and

WHEREAS, Alameda County Transportation Commission, hereinafter referred to as Alameda CTC, hereby finds that the deposit and withdrawal of money in the Local Agency Investment Fund in accordance with Government Code section 16429.1 et. seq. for the purpose of investment as provided therein is in the best interests of Alameda CTC;

NOW THEREFORE, BE IT RESOLVED, that Alameda CTC hereby authorizes the deposit and withdrawal of Alameda CTC monies in the Local Agency Investment Fund in the State Treasury in accordance with Government Code section 16429.1 et. seq. for the purpose of investment as provided therein.

BE IT FURTHER RESOLVED, as follows:

Section 1. The following Alameda CTC officers holding the title(s) specified hereinbelow **or their successors in office** are each hereby authorized to order the deposit or withdrawal of monies in the Local Agency Investment Fund and may execute and deliver any and all documents necessary or advisable in order to effectuate the purposes of this resolution and the transactions contemplated hereby:

(Vacant), Executive Director

Carolyn Clevenger, Interim Executive Director

Patricia Reavey, Deputy Executive Director of Finance and Administration

Lily Balinton, Director of Finance

Section 2. This resolution shall remain in full force and effect until rescinded by Alameda CTC by resolution and a copy of the resolution rescinding this resolution is filed with the State Treasurer's Office.

PASSED AND ADOPTED, by Alameda CTC at the regular meeting of the Commission held on Thursday, March 27, 2025, in Oakland, California by the following votes:

AYES:

NOES:

ABSTAIN:

ABSENT:

SIGNED:

Attest:

David Haubert,
Chair, Alameda CTC

Elizabeth (Liz) Lake,
Acting Clerk of the Commission



Memorandum

6.5

1111 Broadway, Suite 800, Oakland, CA 94607

• 510.208.7400

• www.AlamedaCTC.org

DATE: March 20, 2025

TO: Alameda County Transportation Commission

FROM: Patricia Reavey, Deputy Executive Director of Finance and Administration
Yoana Navarro, Assistant Director of Finance

SUBJECT: Approve the Alameda CTC FY2024-25 Second Quarter Consolidated Financial Report

Recommendation

It is recommended that the Commission approve the Alameda CTC FY2024-25 Second Quarter Consolidated Financial Report.

Summary

Alameda CTC's expenditures through December 31, 2024 are within year-to-date budget authority per the currently adopted budget. The agency remains in a strong financial position compared to budget through the second quarter of FY2024-25.

The attached FY2024-25 Second Quarter Financial Report has been prepared on a consolidated basis and is compared to the currently adopted budget on a year-to-date basis. This report provides a summary of FY2024-25 actual revenues and expenditures through December 31, 2024. Variances from the year-to-date budget are demonstrated as a percentage of the budget used by line item as well as stating either a favorable or unfavorable variance in dollars. Percentages over 100 percent indicate that actual revenue or expenditure items are more than 50 percent of the total annual budget through the second quarter of the fiscal year, and percentages under 100 percent indicate that actual revenue or expenditure items are less than 50 percent of the total annual budget through the second quarter of the fiscal year. As of December 31, 2024, Alameda CTC activity for the fiscal year results in a net increase in fund balance in the amount of \$99.8 million. While various funds showed an increase to their fund balance, the most significant contributors were the Measure BB Special Revenue Fund and the Measure BB Capital Projects Fund which collected sales tax revenues that outpaced expenditures through the second quarter.

Background

The following are highlights of actual revenues and expenditures compared to budget as of December 31, 2024 by major category:

Revenues

Sales tax revenues are under budget by \$4.9 million, or 2.4 percent, investment income is over budget by \$13.7 million or 144.1 percent due to changing market conditions. Staff is proposing changes to both projected sales tax revenues and investment income in the Mid-Year Budget Update item for the current fiscal year which is being brought to you concurrently with this staff report. Grant revenues are under budget by \$11.4 million mostly related to timing on capital projects. Grant revenues are recognized on a reimbursement basis and, therefore, correlate directly with related expenditures. Consequently, capital and other project expenditures are also under budget.

Salaries and Benefits

Salaries and benefits are under budget by \$0.1 million, or 2.4 percent, as of December 31, 2024.

Administration

Costs for overall administration are under budget by \$3.6 million, or 35.13 percent, mostly due to debt service costs which incurred costs for only one of the two semi-annual interest payments and no principal payments as of December 31, 2024. Principal payments are made annually on March 1. Debt service costs are required to be recorded when incurred per government accounting standards. Actual expenditures in the debt service fund will equal 100% of the budget by the end of the fiscal year. Additionally, actual expenses for professional services, such as legal and media consultant services, were less than anticipated during the second quarter.

Freeway Operations

Freeway Operations expenditures are under budget by \$1.0 million, or 17.4 percent, primarily related to operating costs coming in lower than budgeted during the second quarter.

Planning

Planning expenditures are under budget by \$1.3 million, or 49.4 percent, mostly related to timing on planning projects and lower than anticipated support services utilized through the second quarter as new planning efforts ramp up.

Programs

Programs expenditures are under budget by \$23.0 million, or 17.4 percent, mainly due to delayed expenditures for various discretionary programs and projects funded in the Comprehensive Investment Plan.

Capital Projects

Capital Projects expenditures are under budget by \$126.4 million, or 68.0 percent, partially due to timing of the receipt of invoices for the following major construction projects: Interstate 680 Express Lane – Southbound Gap Closure, the State Route 84 Widening and State Route 84/Interstate 680 Interchange, and Interstate 80 Gilman Interchange Phase 2. Alameda CTC utilizes a rolling capital budget system in which any unused approved budget from prior years is available to pay for costs in subsequent fiscal years. Additional budget authority is requested by project only as needed in accordance with the budget process. The year-to-date budget amounts used for comparison is a straight-line amortization of the total approved project budget including unspent budget authority rolled over from the prior year. Expenditures planned through December 31, 2024 in the budget process generally will differ from the straight-line budgeted amount used for this financial statement comparison. However, presenting the information with this comparison helps financial report users, project managers, and the project control team review year-to-date expenditures to give them an idea of how projects are progressing as compared to the approved budget. There are currently no budget issues on capital projects.

Limitations Calculations

Staff completed the limitation calculations required in the 2014 Measure BB Transportation Expenditure Plan related to salaries and benefits and administration costs, and Alameda CTC is compliant with all limitation requirements.

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

Attachment:

- A. Alameda CTC Consolidated Revenues/Expenditures as of December 31, 2024

ALAMEDA COUNTY TRANSPORTATION COMMISSION
Consolidated Revenues/Expenditures
December 31, 2024

	Total Consolidated			Favorable/ (Unfavorable) Variance
	YTD Actuals	YTD Budget	% Used	
REVENUES				
Sales Tax Revenue	\$ 200,073,660	\$ 205,000,000	97.60	\$ (4,926,340)
Investment Income	23,180,529	9,495,000	244.13	13,685,529
Member Agency Fees	847,066	847,066	100.00	-
VRF Funds	6,300,904	6,000,000	105.02	300,904
TFCA Funds	938,234	938,234	100.00	-
Toll Revenues	9,901,523	10,905,000	90.80	(1,003,477)
Toll Violation and Penalty Revenues	2,223,905	1,850,000	120.21	373,905
Regional/State/Federal Grants	36,536,213	46,325,703	78.87	(9,789,490)
Local and Other Grants	1,257,309	2,892,748	43.46	(1,635,439)
Total Revenues	\$ 281,259,343	\$ 284,253,751	98.95	\$ (2,994,408)
EXPENDITURES				
Administration				
Salaries and Benefits ⁽¹⁾	\$ 2,001,425	\$ 1,854,539	107.92	\$ (146,886)
General Office Expenses	809,761	1,319,358	61.38	509,597
Travel Expense	25,501	42,200	60.43	16,699
Debt Service ⁽²⁾	2,904,000	4,524,000	64.19	1,620,000
Professional Services	831,905	2,120,861	39.22	1,288,956
Commission and Community Support	63,257	118,463	53.40	55,206
Contingency	-	250,000	-	250,000
Subtotal	6,635,849	10,229,421	64.87	3,593,572
Freeway Operations				
Salaries and Benefits ⁽¹⁾	188,503	224,142	84.10	35,639
Operating Expenditures	4,779,649	5,788,500	82.57	1,008,851
Special Project Expenditures	-	-	-	-
Subtotal	4,968,152	6,012,642	82.63	1,044,490
Planning				
Salaries and Benefits ⁽¹⁾	553,359	784,028	70.58	230,669
Transportation Planning	805,589	1,900,000	42.40	1,094,411
Subtotal	1,358,948	2,684,028	50.63	1,325,080
Programs				
Salaries and Benefits ⁽¹⁾	1,875,522	1,675,811	111.92	(199,711)
Programs Management and Support	606,698	1,335,900	45.41	729,202
Safe Routes to School Program	1,169,626	1,590,347	73.55	420,721
VRF Programming	4,032,692	8,433,500	47.82	4,400,808
Measure BB Direct Local Distribution	101,761,490	104,332,536	97.54	2,571,046
Grant Awards	(703,934)	13,028,734	(5.40)	13,732,668
TFCA Programming	(7,227)	1,455,500	(0.50)	1,462,727
Exchange Fund Programming	200,000	100,000	200.00	(100,000)
Subtotal	108,934,867	131,952,328	82.56	23,017,461
Capital Projects				
Salaries and Benefits ⁽¹⁾	573,288	780,395	73.46	207,107
Capital Project Expenditures	59,026,597	185,232,863	31.87	126,206,266
Subtotal	59,599,885	186,013,258	32.04	126,413,373
Total Expenditures	\$ 181,497,701	\$ 336,891,677	53.87	\$ 155,393,976
Net Change in Fund Balance	\$ 99,761,642	\$ (52,637,926)		
Beginning Fund Balance	1,054,501,998	1,054,501,998		
Ending Fund Balance	\$ 1,154,263,640	\$ 1,001,864,072		

(1) Salaries and benefits are under budget by \$126,818 or 2.4% as of December 31, 2024.

(2) Debt service cost are required to be recorded when incurred per government accounting standards and will equal budget by year end.



Memorandum

6.6

1111 Broadway, Suite 800, Oakland, CA 94607

• PH: (510) 208-7400

• www.AlamedaCTC.org

DATE: March 20, 2025

TO: Alameda County Transportation Commission

FROM: Patricia Reavey, Deputy Executive Director of Finance and Administration
Angelica Khan, Human Resources Manager

SUBJECT: Approve an Alameda CTC Temporary Upgrade Pay Policy

Recommendation

It is recommended that the Commission approve the following Temporary Upgrade Pay Policy, effective October 28, 2024, to document payment by Alameda CTC of additional "special compensation" to an employee who is a Classic CalPERS member when required to work in an upgraded classification for a limited duration.

Temporary Upgrade Pay – Reportable As Special Compensation for Classic CalPERS Members

An employee who is required to work in an upgraded classification, other than the Executive Director position, for a period of limited duration will continue to receive their current salary during that period and will be entitled to temporary upgrade pay equal to ten (10) percent of their current salary, which will be reportable as special compensation for Classic CalPERS members.

An employee who is appointed by the Commission to work in the Executive Director position for a period of limited duration when the Executive Director position is not vacant will continue to receive their current salary during that period and will be entitled to temporary upgrade pay equal to fifteen (15) percent of their current salary, which will be reportable as special compensation for Classic CalPERS members.

Temporary upgrade pay will be reportable to CalPERS only if: (a) the employee is a Classic CalPERS member, (b) the employee performs all of

the duties of the upgraded classification, and (c) the appointment is for a period of limited duration (generally, not to exceed 12 months).

Temporary upgrade pay is not reportable to CalPERS: (a) for any PEPPRA CalPERS member; (b) if the employee volunteers to work in the upgraded position; or (c) if the employee maintains their current duties and takes on additional duties of an upgraded classification.

If a Classic CalPERS member is required to work in an upgraded classification for a period of limited duration where the requirements for reporting temporary upgrade pay to CalPERS are not met, the Temporary Assignment Compensation provisions shall apply.

Background

The California Public Employees' Retirement System (CalPERS) has very specific requirements to comply with the California Code of Regulations (CCR) 571(b) to allow Alameda CTC to report to CalPERS additional "special compensation" paid to an employee when they are required to temporarily work in an upgraded classification. The policy above has been drafted to meet the specific requirements of CCR 571(b).

PEPPRA CalPERS members are employees who became members of the CalPERS retirement system on or after January 1, 2013 and are subject to the California Public Employees Pension Reform Act (PEPPRA) which changed the way retirement benefits are applied and placed compensation limits on members. Employees who were members of CalPERS prior to January 1, 2013 are considered Classic CalPERS members and are not subject to many PEPPRA provisions. This Policy applies only to Classic CalPERS members.

Fiscal Impact: If approved, Alameda CTC will be required to contribute to CalPERS an additional \$1,380.03 of pension contributions for the current fiscal year. This amount has been included in the mid-year budget update.



Memorandum

6.7

1111 Broadway, Suite 800, Oakland, CA 94607

• 510.208.7400

• www.AlamedaCTC.org

DATE: March 20, 2025

TO: Alameda County Transportation Commission

FROM: John Lowery, Director of Express Lane Operations

SUBJECT: Express Lanes Program Overview and Preview of Future Items

Recommendation

This item is to provide the Commission with an overview of Alameda CTC's Express Lanes Program to provide context for future items that will be coming to the Commission this year. This item is for information only.

Summary

Express lanes provide travel time savings and travel reliability for users. Carpools, motorcycles, and transit vehicles enjoy the benefits of toll-free travel in the express lanes while single-occupant vehicles (SOVs) may choose to pay a toll to travel in the express lanes. Alameda CTC operates and maintains express lanes on the I-580 and I-680 corridors in Alameda County. Construction is underway on the I-680 Southbound Gap Project to extend the southbound I-680 express lane to the Contra Costa County Line, and construction of toll system elements will begin later this year on the I-580 Upgrade Project to replace and modernize the existing I-580 Express Lanes toll system that has been in service since 2016.

Alameda CTC's Express Lanes Program is part of the larger Bay Area Express Lanes Network. Regional stakeholders collaborate to ensure that Bay Area Express Lanes operate consistently to the greatest extent possible. Alameda CTC's Express Lanes Toll Enforcement Ordinance defines usage requirements for the I-580 and I-680 express lanes, including policies that define FasTrak® requirements and toll discount policies. Staff will bring recommended actions to the Commission this summer to update the Toll Enforcement Ordinance to reflect extended express lane limits on I-680 and to reflect a change in the discount policy for Clean Air Vehicles.

Alameda CTC administers cooperative agreements with other agencies as well as consultant and vendor contracts to facilitate various express lane operations functions. These include agreements and contracts to facilitate enforcement, maintenance, account

management and customer service, real-time monitoring, toll system design and operations, and program support services. Staff will bring recommendations to the Commission throughout the year to modify several of these agreements and contracts to allow for continued express lanes operations.

All costs to operate and maintain Alameda CTC’s express lanes are funded using express lanes toll revenue. The agency’s annually adopted budget includes estimated toll revenues, operating expenditures, and contributions to express lanes reserves. The Commission has adopted an Expenditure Plan for each of the agency’s express lane corridors, which provides 20-year financial projections of all express lane revenues and costs. Staff are preparing an update to the I-580 Expenditure Plan that was originally adopted in 2018 and will bring items to the Commission in Spring and Summer to provide updated financial projections and to seek approval of a net revenue policy. The I-680 Expenditure Plan was adopted by the Commission in April of 2024 and will be updated in Spring of 2026.

Background

Express lanes are dedicated freeway lanes that offer drivers a choice to save time by paying a toll while incentivizing carpool and transit modes by offering toll-free travel. Toll rates are set to optimize corridor capacity and ensure that the express lanes maintain a reliable level of service. Alameda CTC’s express lanes are part of the Bay Area Express Lanes network, which is a planned 500-mile regional network of express lanes throughout the region. Alameda CTC is one of four Bay Area Express Lanes operators. Development of the network has been a cooperative effort among Bay Area Express Lanes operators, County Transportation Authorities (CTA’s), Caltrans, California Highway Patrol (CHP), and other stakeholders.

Alameda CTC Express Lanes Program

California Streets and Highways Code Section (SHC) 149.5 authorizes Alameda CTC’s Express Lanes Program, which includes express lanes on the I-580 and I-680 corridors in Alameda County. Table 1 provides a summary of the I-580 and I-680 Express Lanes currently in operation as well as current and upcoming express lane construction projects. When construction on the I-680 Southbound Gap Project is completed in early 2026, Alameda CTC’s Express Lanes Program will encompass over 60 lane-miles, representing approximately one-quarter of the total express lanes in the Bay Area.

Table 1. I-580 and I-680 Express Lanes Information

	I-580 Express Lanes	I-680 Express Lanes
Limits	Eastbound: Hacienda Drive to Greenville Road (2016) Westbound: Greenville Road to San Ramon/Foothill Road (2016)	Southbound: State Route 84 (SR-84) to SR-237 (2010) Northbound: Auto Mall Parkway to SR-84 (2023)

	I-580 Express Lanes	I-680 Express Lanes
Current and Upcoming Construction	The I-580 toll system equipment has reached the end of its useful life. In December 2024, the Commission approved a contract to replace and modernize the express lanes hardware and software. The project is expected to be completed in early 2026.	Construction is underway on the I-680 Southbound Gap Project between Alcosta Boulevard and SR-84. The Project is closing a 10-mile gap between the express lanes in Contra Costa County and Alameda CTC's express lanes on I-680 in Alameda County. Construction is expected to be completed in early 2026.

Express Lanes Policies and Toll Ordinance

Bay Area Express Lanes stakeholders collaborate to establish express lanes policies that are consistent for drivers, such as hours of operation and FasTrak requirements. Table 2 provides a summary of the I-580 and I-680 Express Lanes operating policies. Alameda CTC's Express Lanes Toll Enforcement Ordinance establishes the usage requirements for the I-580 and I-680 Express Lanes and was last updated in May 2024. Staff will bring actions to the Commission this summer to update the Toll Enforcement Ordinance to reflect extended express lane limits on I-680 corresponding to the completion of the I-680 Southbound Gap Project and to reflect a change in the discount policy for Clean Air Vehicles, which is tied to Federal authorization that will sunset later this year.

Table 2. Express Lanes Policies

Policy	Description
Hours of Operation	Express lanes throughout the Bay Area operate 5am to 8pm, Monday through Friday.
FasTrak Requirement	All vehicles in the express lanes are required to have a FasTrak toll tag.
High-Occupancy Vehicle (HOV) Requirement	Vehicles with two or more occupants (HOV-2+) travel toll-free with a FasTrak Flex switchable toll tag.
Toll Discount for Clean Air Vehicles (CAVs)	Single-occupant Clean Air Vehicles (CAVs) with eligible decals receive a 50% toll discount with a FasTrak CAV toll tag. The CAV decal program and toll discount eligibility is set to expire on September 30, 2025 unless extended by an act of Congress.

Express Lanes Operations

Alameda CTC has several agreements and contracts in place to facilitate express lanes operational functions as summarized in Table 3. These include cooperative agreements with other agencies as well as contracts with consultants and vendors for toll system and program support functions. Italicized text in Table 3 denotes items that staff will bring to the Commission for approval in 2025.

Table 3. Express Lanes Operational Agreements and Contracts

Operational Service	Agency/ Contract	Description
Enforcement	California Highway Patrol (CHP)	CHP is relied upon throughout the state for express lanes enforcement, including enforcement of the occupancy requirement. CHP uses beacons located throughout the corridors to identify vehicles that do not have the required number of occupants. <i>Staff anticipate seeking Commission approval at the end of the year to amend the I-680 enforcement agreement with CHP to allow for enforcement of the southbound express lane currently under construction.</i>
Maintenance	Caltrans	Alameda CTC has Operations & Maintenance Agreements with Caltrans for the I-580 and I-680 express lanes that detail roles and responsibilities between both agencies. Alameda CTC reimburses Caltrans for limited maintenance activities such as roadway sweeping. <i>Staff are evaluating options to provide expanded maintenance services for Alameda CTC's express lanes infrastructure and will bring a recommendation to the Commission in the Fall.</i>
FasTrak Account Management	Bay Area Toll Authority (BATA)	BATA operates the FasTrak Regional Customer Service Center (RCSC). All express lane operators utilize the RCSC for FasTrak services such as toll tag distribution, account management, and customer service.

Operational Service	Agency/ Contract	Description
Operations Monitoring	Bay Area Infrastructure Financing Authority (BAIFA)	BAIFA, a joint powers authority between BATA and the Metropolitan Transportation Commission (MTC), operates the Regional Operations Center (ROC) where dedicated staff monitor real-time operations for BAIFA and Alameda CTC express lanes. <i>Staff anticipate seeking Commission approval in Summer 2025 to amend the cooperative agreement with BAIFA to include the I-680 southbound express lane currently under construction.</i>
Toll System Technical Services	Toll System Integrator (TSI) Contract	The TSI designs, implements, operates and maintains the hardware and software that comprises the express lanes toll collection systems. Alameda CTC's TSI contract includes both corridors, allowing for all of Alameda CTC's TSI services to be managed efficiently under a single contract. <i>Staff anticipate seeking Commission approval to extend the legacy I-580 Express Lanes TSI contract in Fall 2025 to allow sufficient time for the I-580 Upgrade Project to be completed.</i>
Express Lanes Program Support Services	Toll System Manager and Program Support Services Contract	Alameda CTC contracts with a consultant team to provide technical and program support services for the express lanes program, including management and oversight of the TSI for the I-680 Southbound Gap Project and I-580 Upgrade Project. <i>Staff anticipate seeking Commission approval in Spring 2025 for an extension of the current Toll System Manager/Program Support Services contract.</i>

Express Lanes Budgeting and Expenditure Plans

Streets and Highways Code (SHC) Section 149.5, which authorizes Alameda CTC's Express Lanes Program, specifies that toll revenues are first made available for express lanes operations, maintenance, construction and administration costs. These include the annual costs required to operate and maintain the express lanes, contributions to reserve accounts, and payments made to reimburse funds that were borrowed for the construction of the express lanes. Net revenue is defined as the toll revenue that remains after payment

of these costs, which is to be allocated for transportation purposes per an adopted Expenditure Plan. I-580 toll revenue is required to be used within the I-580 Express Lanes program area and I-680 express lanes toll revenues is required to be used within the I-680 Express Lanes program area.

Alameda CTC's express lanes are self-sufficient, meaning all costs to operate and maintain the express lanes are funded using express lanes toll revenue. The agency's annually adopted budget includes estimated toll revenues, operating expenditures, and contributions to reserves used for future maintenance needs and to safeguard against unanticipated events that may impact the ability to collect toll revenue.

The I-580 Expenditure Plan and I-680 Expenditure Plan are periodically updated and provide a 20-year projection of toll revenues, operating expenditures, and maintenance needs for each respective corridor. The I-580 Expenditure Plan was adopted in 2018. Since the adoption, the required operational risk reserve has been fully funded and the construction loan has been repaid. Staff are preparing an update to the I-580 Expenditure Plan and anticipate bringing an informational item to the Commission in the Spring with an updated 20-year forecast of I-580 toll revenues and costs, followed by an action item to approve a net revenue policy framework in the Summer.

The I-680 Expenditure Plan was adopted by the Commission in April of 2024 and is intended to be updated on a biennial basis. Financial projections in the adopted Expenditure Plan do not show available net revenue due to the need to repay \$186.4 million that was advanced for construction of the I-680 Express Lanes. The next update of the I-680 Expenditure Plan will occur in Spring of 2026.

Fiscal Impact: There is no fiscal impact associated with this item.



Memorandum

6.8

1111 Broadway, Suite 800, Oakland, CA 94607

• PH: (510) 208-7400

• www.AlamedaCTC.org

DATE: March 20, 2025

TO: Alameda County Transportation Commission

FROM: Colin Dentel-Post, Principal Transportation Planner
Aleida Andrino-Chavez, Associate Transportation Planner

SUBJECT: Congestion Management Program (CMP): Summary of the Alameda County Transportation Commission's (Alameda CTC) Review and Comments on Environmental Documents and General Plan Amendments

Recommendation

This item is to provide the Commission with a summary of Alameda CTC's review and comments on Environmental Documents and General Plan Amendments. This item is for information only.

Summary

Commenting on Notices of Preparation (NOP) and Drafts Environmental Impacts Reports (DEIRs) fulfills one of the requirements under the Land Use Analysis Program (LUAP) element of the Congestion Management Program. As part of the LUAP, Alameda CTC reviews Notices of Preparations (NOPs), General Plan Amendments (GPAs), and Environmental Impact Reports (EIRs) prepared by local jurisdictions and comments on the potential impact of proposed land development on the regional transportation system.

Between December 16 and February 15, 2024, Alameda CTC has not submitted comments on any Notices of Preparation (NOPs) or Draft Environmental Impact Reports (DEIRs).

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



Memorandum

6.9

1111 Broadway, Suite 800, Oakland, CA 94607

• 510.208.7400

• www.AlamedaCTC.org

DATE: March 20, 2025

TO: Alameda County Transportation Commission

FROM: Remy Goldsmith, Assistant Director of Policy and Government Affairs

SUBJECT: Federal, state, regional, and local legislative activities update

Recommendation

This item will provide the Commission with an update on federal, state, regional, and local legislative activities. Staff recommends the Commission approve positions on bills detailed in Table 1.

Background

The Commission approved the 2025 Legislative Program in December 2024. The purpose of the legislative program is to establish funding, regulatory, and administrative principles to guide Alameda CTC's legislative advocacy.

Each month, staff brings updates to the Commission on legislative issues related to the adopted legislative program, including recommended positions on bills as well as legislative and policy updates. Attachment A is the Alameda CTC 2025 adopted Legislative Program.

State Updates

The new legislative session kicked off earlier this year, with February 21, 2025, as the deadline for bills to be introduced. Staff are evaluating bills related to the Alameda CTC Legislative Program and will bring updates to the Commission as legislation advances this spring. A significant number of bills introduced to date are spot bills, meaning that the current language in the bill is a placeholder and will be substantially replaced in March. At this early stage of the legislative session, staff recommend the Commission take support positions on the two bills detailed below. Positions of support are consistent with Commission actions taken previously for similar legislation. Staff are also actively participating in conversations about a transportation regional funding measure and will keep the Commission informed of new activity.

Table 1. Recommended Bill Positions

Bill	Summary	Analysis	Recommended Position
<u>Senate Bill 71</u> (Wiener) Environmental Streamlining for Sustainable Transportation	Removes the statutory sunset in current law that exempts certain transit, bicycle and pedestrian projects from California Environmental Quality Act (CEQA) requirements and makes other minor updates.	Alameda CTC's Legislative Program supports multimodal improvements and safety, as well as efficient project delivery. Alameda CTC supported SB 288, the bill that allowed for the streamlining for a limited duration: this bill would remove the sunset date for the exemption. The California Transit Association is sponsoring the bill and SPUR and the Bay Area Council are co-sponsors. MTC has taken a support position on the bill.	Support
<u>Senate Bill 239</u> (Arreguín) Ralph M. Brown Act Teleconferencing Reform	Expands remote meeting options for non-decision-making local legislative bodies - including advisory boards - that do not take final action.	Alameda CTC's Legislative Program supports legislation that provides flexibility for remote meetings for advisory bodies. Previously, the Commission supported AB 817, which would have provided similar options for remote meetings. MTC and the California State Association of	Support

		Counties have co-sponsored the bill.	
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On March 12, 2025, a subset of the Commission will head to Sacramento for a state advocacy day. Meetings are being scheduled with state transportation agencies and individual members of the state delegation representing Alameda County. Discussions will focus on key policy priorities that align well with state goals and priorities, advocating for funding for projects and programs throughout Alameda County, and highlighting opportunities for partnership.

Fiscal Impact: There is no fiscal impact.

Attachment:

A. Alameda CTC 2025 Legislative Program

2025 Legislative Program

The Alameda County Transportation Commission’s legislative program identifies core legislative priorities to support and advance the vision and goals adopted in the Policy Blueprint for the 2026 Countywide Transportation Plan. Alameda CTC will develop strategic partnerships and support efforts to increase transportation funding and support policies that advance this legislative program.

“Alameda County residents, businesses, and visitors will be served by a premier transportation system that supports a vibrant and livable Alameda County through a connected and integrated multimodal transportation system promoting safety, equity, sustainability, access, transit operations, public health, and economic opportunities.”

- Policy Blueprint Vision

Core Legislative Priorities
Transportation Funding: Advocate for increased transportation funding and protection of existing funding to support projects, programs, and operations and seek to leverage local funds to the maximum extent possible to implement transportation improvements and services through grants and partnerships with regional, state and federal agencies. Advocate for sustainable funding to support transit agencies in their continued recovery. Advocate for efforts to reauthorize California’s Cap-and-Trade Program that benefit transit and sustainable transportation.
Equity: Advocate for resources, legislation, and initiatives that provide accessible, affordable and equitable transportation opportunities and elevate the needs of equity priority communities. Prioritize and advance racial and socio-economic equity and environmental justice throughout the legislative program.
Safety: Advocate for resources and legislation that enable Alameda CTC to deliver safe, multimodal infrastructure, prioritizes the safety of all users, and advances policies and strategies to further Vision Zero, a transportation safety initiative aimed at eliminating all traffic fatalities and serious injuries. Support opportunities for local jurisdictions to advance initiatives to increase safety in their communities.
Sustainability: Support legislation, strategies and investments that reduce greenhouse gas emissions to create sustainable and healthy communities and increase the resiliency of our transportation system and communities, especially for equity communities; support investments and funding for alternative fuels, vehicles and supportive infrastructure to reduce emissions.
Effective Project Delivery and Operations: Support policies that facilitate efficient and expedited project development and delivery processes, effective operations of the transportation system including Express Lane and HOV operations and governance, and support innovative project delivery.

Core Legislative Priorities in Depth

Transportation Funding: Advocate for increased transportation funding and protection of existing funding to support projects, programs, and operations and seek to leverage local funds to the maximum extent possible to implement transportation improvements and services through grants and partnerships with regional, state and federal agencies. Advocate for sustainable funding to support transit agencies in their continued recovery. Advocate for efforts to reauthorize California's Cap-and-Trade Program that continue to benefit transit and sustainable transportation.

- Seek, acquire, accept and implement grants to advance project and program delivery.
- Support efforts to increase transportation funding and advance priority projects and programs in Alameda County, including as part of any regional transportation measure.
- Support transit agencies as they seek to recover from the lingering impacts of the pandemic on fiscal solvency and ridership, including regional efforts to secure sustainable multi-year funding and improve service for the public.
- Support efforts that protect against transportation funding diversions.
- Ensure fair share of sales tax allocations from new laws and regulations.
- Protect and enhance voter-approved funding. Support efforts to lower the two-thirds voter threshold for voter-approved transportation measures including funding for delivery of programs and operations.
- Support rewarding Self-Help Counties and states that provide significant transportation funding.
- Support efforts to increase funding and advance policies that support transit, paratransit, and multimodal transportation incorporating multiple modes of transportation.
- Support efforts to increase funding to advance safety and active transportation.
- Support policies and funding that enhance Bay Area goods movement and passenger rail funding, delivery and advocacy that enhance the economy, local communities, and the environment.
- Support policies and programs that improve transportation services and infrastructure and do not create unfunded mandates.

Equity: Advocate for resources, legislation, and initiatives that provide accessible, affordable and equitable transportation opportunities and elevate the needs of equity priority communities. Prioritize and advance racial and socio-economic equity and environmental justice throughout the legislative program.

- Support accessible, affordable and equitable transportation resources throughout each policy area of this legislative program.
- Support investments in transportation for transit-dependent communities that provide enhanced access to goods, services, jobs and education.
- Support means-based fare programs while being fiscally responsible.

- Support policies and funding to develop and implement equitable mobility improvements.
- Support projects and programs that reduce emissions with a particular emphasis on communities historically disproportionately burdened by pollution from the transportation sector.
- Support expanding economic opportunities for small and local businesses by leveraging our procurement, contracting and hiring processes and supporting those historically disenfranchised such as women and minority owned businesses.

Safety: Advocate for resources and legislation that enable Alameda CTC to deliver safe, multimodal infrastructure that prioritizes the safety of all users and advances Vision Zero policies and strategies. Support opportunities for local jurisdictions to advance initiatives to increase safety in their communities.

- Expand multimodal options, shared mobility and innovative technology.
- Support investments in active transportation, including for improved safety and advance Vision Zero strategies to reduce speeds and protect communities.
- Support allowing cities the discretion to use more effective methods of speed enforcement within their jurisdictions.
- Support policies that advance safety for all users of the transportation system.
- Support advocacy of cooperation and partnership with railroads to advance projects, with a particular interest in rail safety projects.

Sustainability: Support legislation, strategies and investments that reduce greenhouse gas emissions (GHG) to create sustainable and healthy communities and increase the resiliency of our transportation system and communities, especially for equity communities which are or have historically been underserved; support investments and funding for alternative fuels, vehicles and supportive infrastructure to reduce emissions.

- Support funding for infrastructure, operations, and programs to relieve congestion, improve air quality, reduce emissions, expand resiliency and support economic development, including to support transitioning to a zero-emission transportation system.
- Support emerging technologies such as alternative fuels and technology to reduce GHG emissions and prioritize continued access to the electric grid for charging to support reliable operations.
- Support legislation to modernize the Congestion Management Program, supporting the linkage between transportation, housing, and multi-modal performance monitoring.
- Support efforts to increase transit priority throughout the transportation system, such as on freeway corridors and bridges.
- Support efforts to address sea level rise adaptation including planning, funding and implementation support.

- Support legislation and policies to facilitate deployment of connected and autonomous vehicles in Alameda County to enhance last mile connectivity to transit, including data sharing that will enable long-term planning and analysis of benefits and impacts.
- Support legislation that increases flexibility and reduces barriers for infrastructure improvements that support the linkage between transportation, housing and jobs and leverage opportunities for implementing Transportation-oriented Development (TOD) and Priority Development Areas (PDA), the latter which are places near public transit that are planned for new homes, jobs and community amenities. This includes transportation corridor investments that link PDAs.

Effective Project Delivery and Operations: Support policies that facilitate efficient and expedited project development and delivery processes, effective operations of the transportation system including Express Lane and HOV operations and governance, and support innovative project delivery.

- Advance innovative and cost-effective project delivery.
- Advance efficient and effective operations and governance of the Express Lane and HOV systems.
- Support environmental streamlining, efforts that reduce project and program implementation costs, and expedited project delivery, including contracting flexibility and innovative project delivery methods.
- Support funding and policies to implement transportation projects that create jobs and economic growth, including for apprenticeships and workforce training programs.
- Support HOV/managed lane policies and efforts that promote effective and efficient lane implementation and operations, protect toll operators' management of lane operations and performance, toll rate setting and toll revenue reinvestments, deployment of new technologies and improved enforcement.
- Oppose legislation that degrades HOV lanes that could lead to congestion and decreased efficiency.



Memorandum

6.10

1111 Broadway, Suite 800, Oakland, CA 94607

• 510.208.7400

• www.AlamedaCTC.org

DATE: March 20, 2025

TO: Alameda County Transportation Commission

FROM: Kristen Villanueva, Director of Planning
Krystle Pasco, Senior Program Analyst

SUBJECT: Paratransit Program Overview and Approval of Local Access Fund Administrator Resolution

Recommendation

This item provides the Commission with an overview of the agency's transportation for older adults and people with disabilities (or Paratransit) program and recommends the Commission approve and adopt Resolution No. 25-003, authorizing the execution of the certification that Alameda CTC can serve as the Local Access Fund Administrator (LAFA) for the California Public Utilities Commission's (CPUC) Access for All Program for Alameda County.

Summary

Alameda CTC staff coordinates and delivers a Paratransit program that is committed to enhancing mobility and maintaining independence, health, social connections, and employment opportunities for Alameda County's older adults and people with disabilities. The program is named in the 2014 Measure BB Transportation Expenditure Plan and is essential to supporting transportation options for older adults and people with disabilities throughout Alameda County. Funding for the Paratransit Program comes from 10% of the sales tax revenue generated by Measure BB. This funding is distributed to City paratransit programs, ADA-mandated paratransit operators, and through paratransit discretionary grants.

The CPUC created a transportation network company (TNC) Access for All Program that provides funding for accessible services for persons with disabilities, especially wheelchair users who need a wheelchair-accessible vehicle (WAV). Funds are collected by CPUC via a charge on TNC trips and held for services in the county where the fees are generated. As of January 2025, there is approximately \$1.5 million available for supporting WAVs in Alameda County. This amount is estimated annually by CPUC.

Since the Paratransit program already solicits and administers discretionary grants to organizations capable of delivering TNC-like services with WAVs, Alameda CTC is seeking to administer this funding within the agency's established Paratransit program.

It is recommended that the Commission approve and adopt Resolution No. 25-003, which authorizes the execution of the certification that Alameda CTC can serve as the Local Access Fund Administrator (LAFA) for CPUC's Access for All Program for Alameda County. The Resolution is included in Attachment A and the certification is included in Attachment B.

Alameda CTC's Paratransit Program

The Alameda County Paratransit program is committed to enhancing mobility for Alameda County's older adults and people with disabilities, whether for work, recreation, social, or other types of trips. The Paratransit program provides various services and resources for older adults and people with disabilities including Americans with Disabilities Act (ADA)-mandated services, City paratransit programs, informational resources such as the [Access Alameda website](#) and booklet and the [2-1-1 transportation resource finder](#), as well as mobility management resources, travel training, and volunteer driver programs.

The Paratransit program is funded by Measure BB transportation sales tax dollars with 10% of the sales tax revenue designated for transportation for older adults and people with disabilities. Alameda CTC distributes funding to eleven local jurisdictions for their city paratransit programs and three transit agencies for ADA-mandated paratransit operations. The revenues also fund a discretionary grant program which funds projects and programs intended to reduce the differences in paratransit services available to individuals in different geographic areas of Alameda County and to address gaps within the transportation system.

Alameda CTC's Paratransit Advisory and Planning Committee (PAPCO), an all-consumer community advisory committee, provides recommendations to the Commission to improve the planning, development, coordination, and implementation of transportation services for older adults and people with disabilities in Alameda County, including the discretionary grant program. PAPCO is supported by the Paratransit Technical Advisory Committee (ParaTAC) comprised of Alameda CTC-funded paratransit providers from member jurisdictions in Alameda County. Both Committees meet periodically throughout the year.

The benefits of the Paratransit program include the following:

- Funds a wide variety of paratransit services for older adults and people with disabilities.
- Improves mobility by allowing individuals to be more independent, healthy, and social.
- Helps communities navigate transportation options throughout Alameda County.

Additional Paratransit program information and resources can be found on the program's [website](#).

CPUC Access for All Program

Senate Bill (SB) 1376: TNC Access for All Act (Hill, 2018) requires TNCs to collect a ten cent (\$0.10) fee on each TNC trip in California. CPUC created the TNC Access for All Program to implement SB 1376, which directed the CPUC to establish a program relating to accessibility for persons with disabilities, including wheelchair users who need a WAV.

The CPUC authorizes Local Access Fund Administrators (LAFAs) to develop and administer WAV programs locally with this funding. Specifically, the TNC AFA Program tasks LAFAs with developing local WAV programs and contracting with and obligating available funds to eligible Access Providers in accordance with criteria adopted by the CPUC and outlined in the Program Requirements. Access Providers must meet the following conditions:

- Directly provides, or contracts with a separate organization or entity to provide, on-demand WAV transportation to meet the needs of persons with disabilities.
- “On-demand WAV transportation” means any transportation service that does not follow a fixed route and/or schedule.

At least two organizations that were awarded funding through the agency’s Paratransit Discretionary Grant Program are eligible for these funds and would be interested in augmenting their WAV services.

Fund Estimates and Timeline

CPUC provides a Notice of Fund Availability (NOFA) each year based on fees collected in the prior Fiscal Year. For example, the funds for the 2025 NOFA are from fees collected in FY23-24. The fund amount varies each year by two factors: (1) how many TNC trips occurred and (2) whether the TNCs decide to first receive the funding for their own provision of on-demand WAV service. CPUC additionally allows LAFAs to use up to 15% of the funding for administrative costs for the program, such as additional staff time required for coordination and reporting.

Alameda County’s estimated amount for the current funding year is \$1,592,746. The deadline to apply to administer these funds is April 1. CPUC anticipates that they will authorize LAFAs in June and distribute funds to LAFAs in September. The LAFA then needs to obligate the funds to eligible providers of WAV service by July 1, 2026. CPUC releases NOFAs annually and requests that LAFAs confirm each year if they want to administer the funding.

Recommendation

After reviewing Alameda CTC’s eligibility to serve as an LAFA, the requirements for administering, and alignment with established practice for administering funds for Paratransit, staff recommends that the Commission approve and adopt Resolution No. 25-003, which authorizes the execution of the certification that Alameda CTC can serve as the Local Access Fund Administrator (LAFA) for CPUC’s Access for All Program for Alameda County.

Fiscal Impact: Should CPUC approve the agency’s application to serve as an LAFA, these funds would be added to the agency’s budget, starting with the FY25-26 budget.

Attachments:

- A. Alameda CTC Resolution No. 25-003
- B. Certification Document

**ALAMEDA COUNTY TRANSPORTATION COMMISSION****RESOLUTION No. 25-003****Commission Chair**

Supervisor David Haubert,
Alameda County, District 1

Commission Vice Chair

Mayor Marilyn Ezzy Ashcraft
City of Alameda

Alameda County

Supervisor Elisa Márquez, District 2
Supervisor Lena Tam, District 3
Supervisor Nate Miley, District 4
Supervisor Nikki Fortunato Bas, District 5

AC Transit

President Joel B. Young

BART

Director Melissa Hernandez

City of Alameda

Mayor Marilyn Ezzy Ashcraft

City of Albany

Councilmember Preston Jordan

City of Berkeley

Councilmember Terry Taplin

City of Dublin

Mayor Sherry Hu

City of Emeryville

Councilmember Matthew Solomon

City of Fremont

Mayor Raj Salwan

City of Hayward

Mayor Mark Salinas

City of Livermore

Mayor John Marchand

City of Newark

Mayor Michael K. Hannon

City of Oakland

Councilmember Carroll Fife
Councilmember At-Large Rowena
Brown

City of Piedmont

Vice Mayor Conna McCarthy

City of Pleasanton

Mayor Jack Balch

City of San Leandro

Mayor Juan González, III

City of Union City

Mayor Gary Singh

**Resolution Authorizing the Execution of the Certification to Serve as
the Local Access Fund Administrator (LAFA) for the Access for All
Program for the County of Alameda**

WHEREAS, the Alameda County Transportation Commission (Alameda CTC) is an eligible local agency and may receive state funding from the Access For All Program to administer a funding program for local Access Providers for on-demand wheelchair accessible vehicle (WAV) transportation projects; and

WHEREAS, the statutes related to state-funded transit projects require a local or regional administering agency to abide by various regulations; and

WHEREAS, Senate Bill 1376 (2018) designated the California Public Utilities Commission (CPUC) as the administrative agency for the Access For All Program; and

WHEREAS, the CPUC has developed the Access for All Program Overview & Requirements for Access Fund Administrators (AFAs), for the purpose of selecting Local AFAs (LAFAs), and administering and distributing Access Funds to eligible local Access Providers of on-demand WAV transportation; and

WHEREAS, Alameda CTC authorizes its Executive Director and/or their designee, to execute required documents and any amendments thereto; and

WHEREAS, Alameda CTC wishes to serve as the LAFA for the County of Alameda.

NOW, THEREFORE, BE IT RESOLVED by the governing body of Alameda CTC (Commission), that as the LAFA, Alameda CTC agrees to comply with all conditions and requirements set forth in the Certification document and applicable statutes, regulations, and Program Requirements for the Access for All Program.

BE IT FURTHER RESOLVED that Alameda CTC's Executive Director, or their designee, be authorized to execute all required documents of the Program and any amendments thereto with the CPUC.

BE IT FURTHER RESOLVED by the Commission that it hereby authorizes Alameda CTC to serve as the LAFA of the Access for All Program for the County of Alameda.

DULY PASSED AND ADOPTED BY the Alameda CTC Commission at the regular Commission meeting held on Thursday, March 27th, 2025 in Oakland, California, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

SIGNED:

Attest:

David Haubert,
Chair, Alameda CTC

Elizabeth (Liz) Lake,
Acting Clerk of the Commission



CALIFORNIA PUBLIC UTILITIES COMMISSION

CONSUMER PROTECTION AND ENFORCEMENT DIVISION

Access For All Program

Local Access Fund Administrator (LAFA)

Application

V 1.5

Filing Instructions

Completed applications must be submitted to the CPUC Consumer Protection and Enforcement Division (CPED) via email: tncaccess@cpuc.ca.gov. Please use "LAFA Application" in the email subject line.

Completed applications must be received no later than 5:00 p.m. (Pacific Time) on April 1, 2025.

For questions related to the application process, please refer to the Program Overview & Requirements for Access Fund Administrators (AFAs), which can be downloaded [here](#).

Agency Information

MPO/RTPA/CTC/TRANSIT AGENCY INFORMATION	
Entity Name	Alameda County Transportation Commission (Alameda CTC)
Address	
City & Zip Code	
Contact Person (Prepared by)	Kristen Villanueva
Title/Role	Director of Planning
Phone Number	
Email	kvillanueva@alamedactc.org

ELIGIBILITY	
Entity Type	MPO ☐ MPO & RTPA ☐ RTPA ☐ Transportation Commission ☐ Transportation Agency ☒
County or Counties Covered	Alameda County
Program Model	Grant ☒ Reimbursement ☒ Both ☐

Certification

MPO/RTPA/CTC/TRANSIT AGENCY INFORMATION

Entity Name

Alameda County Transportation Commission (Alameda CTC)

The California Public Utilities Commission (CPUC) has adopted the following requirements for the Access for All Program. As a condition of the award of Access for All Funds, the MPO/RTPA/CTC/Transit Agencies (TA) must comply with these requirements.

A. General

1. The MPO/RTPA/CTC/TA agrees to abide by the current Access for All Program Overview & Requirements for Access Fund Administrators (AFAs)¹ and applicable legal requirements.²

B. Project Administration

1. No more than 15% of the total allocated funds may be used by the corresponding LAFA to cover costs of administering the program.
2. Access Fees collected in one county must stay in that county. As such, if an MPO representing multiple counties is selected as a LAFA, it shall ensure county-level expenditures do not exceed county-level fund balances.³
3. The LAFA shall develop and maintain a webpage to include at minimum but not limited to the following information: information on SB1376; Access Provider Application Process; link to CPUC's Access for All Program website; and a list of approved Access Providers (updated regularly).
4. LAFAs must make a good faith effort to reach out to the local disability community to get their input starting during the planning process of the LAFA's local program. The Commission acknowledges that LAFAs know their local market best, including its constituents and the relevant stakeholders, and encourages the LAFAs to consult with them to inform the development and implementation of the local Access Fund-funded WAV programs.
5. The LAFA shall screen applications based on the eligibility requirements outlined in the "Eligibility Requirements for Access Providers" and "TNCs as Access Providers" sections of the Access for All Program Overview & Requirements.
6. The LAFA shall establish a process for Access Provider solicitation.
7. The LAFA shall select and contract with Access Providers beginning July 1, 2022 (cycle 1), and continuing on July 1 every subsequent year to receive Access Fund moneys based on criteria adopted by the Commission and outlined in the "Application/Proposal Requirements for Access Providers" and "Competitive Selection of Access Providers" of the Access for All Program Overview & Requirements.

¹ Available for download at www.cpuc.ca.gov/tncaccessadmin.

² See Appendix A for applicable laws, codes, and rules that apply.

³ California Public Utilities Code [§5440.5 \(a\)\(1\)\(D\)](#).

8. The LAFA shall liquidate moneys (i.e. transfer all applicable funding to Access Provider) based on generally accepted accounting principles (GAAP) to ensure funds are used in accordance with the conditions and restrictions adopted under the program. Funds shall be liquidated by June 30 each calendar year – one year from when funds are obligated to the Access Provider – starting 2022). Eighty-five percent (85%) of the total allocated funds per geographic area must be reserved for distribution to Access Providers by the corresponding LAFA.
9. The LAFA will be responsible for developing a program that best suits their needs as long as obligated funds are liquidated within one year of obligation and to maintain good record keeping of funds obligated and funds liquidated. Funds shall be obligated annually to Access Providers for expenses outlined in the Access Provider’s application either upfront or for expenses incurred with prior approval by the LAFA.
10. LAFAs shall only approve Access Provider expenses identified in the “Eligible Expenses” section of the Access for All Program Overview & Requirements.
11. The contract between the LAFA and Access Provider shall specify that in the event an Access Provider has unused funds at the end of their contract period, the Access Provider shall return all unused funds to the LAFA within 30 days of the contract expiration. All funds returned to the LAFA by Access Providers shall become unobligated funds, and must be added to the total funding available for next funding cycle.
12. In the event the LAFA is no longer interested in continuing as an administrator, the LAFA must inform CPUC Staff within 30 business days via email at tncaccess@cpuc.ca.gov and state the reason(s) for not continuing, and provide a LAFA Board Resolution withdrawing its application. The email will constitute an immediate withdrawal as a LAFA. Any Program funding held by the LAFA shall be returned to the Access Fund, including unobligated funds, administrative funds, and any accrued interest.
13. Access Funds disbursed to Access Providers must adhere to program requirements established by the CPUC. Access Funds shall only be used strictly for the purposes of expanding or enhancing WAV service. Failure to comply with the Commission’s funding requirements will result in providers not being eligible to receive future Access Funds.
14. The LAFA shall develop a process to collect the required data from Access Providers. Access Providers shall submit data within 30 days after the end of each quarter.
15. It is the responsibility of the LAFA to review quarterly performance provided by the Access Providers and to determine whether there is a pattern of non-compliance with the standards established by the Commission as set forth in the Program Requirements. In concert with the LAFA, CPUC will make the determination whether non-compliant Access Providers shall be sanctioned or disqualified from receiving future funds.
16. The selected LAFA shall start the project within 30 days upon approval of award and complete the project execution within the allotted timeframe. Should the LAFA fail to commence work within 30 days of award, the Commission or Director of CPED, upon five (5) days written notice to the LAFA recipient, reserves the right to terminate the award. If the LAFA is unable to complete the proposed project within the required 24-month timeframe, it must notify the Commission as soon as it becomes aware of this prospect. The Commission reserves the right to reduce or withhold payment failure to satisfy this requirement.
17. The LAFA must complete all the performance on the project before the termination date in accordance with the terms of approval granted by the Commission. In the event that the LAFA fails

to complete the project or subsequently perform the responsibilities as an Administrator in accordance with the terms of approval granted by the Commission and compliance with the LAFA Program Requirements, the LAFA must reimburse some or all of the Access funds that it has received.

18. Material changes in the entries in the application, such as discontinuing operation or bankruptcy, change of address, telephone, fax number or email address must be reported within 10 business days to tncaccess@cpuc.ca.gov.
19. All documentation pertaining to this program including contracts with Access Providers, program related records such as files, invoices, and other related documentation shall be retained and made available to CPUC upon request for the duration of the program and for three (3) years from the date of final Access Provider funding liquidation. Audits of Access Providers are not required. However, it is the responsibility of the LAFA to determine whether Access Providers are eligible to receive future funding based on their performance.
20. Pursuant to Public Utilities Code 314.6, the Commission may conduct any necessary audit, quality check verification and discovery during project implementation and post-project completion. If any portion of the 15% allocated funds to LAFAs for use of administrative costs is found to be out of compliance, LAFA will be responsible for refunding any disallowed amount along with appropriate interest rates determined to be in accordance with applicable Commission decisions.
21. Once the Commission approves the resolution on one of its regular agendas, the LAFA will be required to sign a Consent Form (annually) agreeing to the terms stated in the Resolution authorizing the Access Fund award. A Board Resolution or other equivalent action is also required to demonstrate the Board's commitment and a public process. A signed Consent form and a signed Board Resolution must be received in order for CPUC staff to initiate the disbursement process of Access Funds to the LAFA. The proposed wording of the Consent Form and Board Resolution can be downloaded at www.cpus.ca.gov/tncaccessadmin/ and must be emailed to tncaccess@cpuc.ca.gov within 15 days of Resolution approval.

C. Reporting

1. The LAFA must submit the following reports to CPUC at tncaccess@cpuc.ca.gov:
 - a. Reporting of administrative costs and brief narrative description of progress of Access Provider solicitation and engagement with disability communities as outlined in CPED's Program Overview & Requirements for AFAs quarterly by February 15, May 15, August 15, November 15 (45 days after the end of each quarter). For example, the first report shall be due November 15, 2021 for cycle 1.
 - b. A narrative description of the progress made by selected Access Providers, including any compliance or other challenges encountered; the amount of Access Funds obligated and used by Access Providers; Progress and Amount of Access Funds to Access Providers as outlined in CPED's Program Overview & Requirements by February 15, May 15, August 15, November 15 (45 days after the end of each quarter). For example, the first report shall be due November 15, 2022 for cycle 1.
 - c. Consolidated Reports as outlined in CPED's Program Overview & Requirements for AFAs by February 15, May 15, August 15, November 15 (45 days after the end of each quarter). For example, the first reports shall be due November 15, 2022 for cycle 1.

- d. Submit a self-assessment describing their program’s progress, including its process to solicit Access Providers, including the type of Access Providers that apply for funding, the number of applicants applied and/or approved, a link to the LAFA’s website reflecting a list of approved Access Providers, and provide point of contact to be included on the CPUC website by September 30 on an annual basis. For example, the first report shall be due to the Commission September 30, 2022 for cycle 1.
- e. To the extent that any information submitted is claimed to be confidential, LAFA must provide a public redacted version, in addition to the confidential version, and comply with the confidentiality requirements in General Order 66-D including providing the requisite confidentiality declaration to CPED at tncaccess@cpuc.ca.gov.

I certify all of the above requirements will be met.

Carolyn Clevenger

(Print Name)

Interim Executive Director

(Title)

(Signature)

(Date)

ATTACHMENT A

NOTARIZED AFFIDAVIT

Name of MPO/RTPA/CTC/TA Alameda CTC

My name is Carolyn Clevenger. I am Interim Executive Director [Title] of
Alameda CTC [MPO/RTPA/CTC/TA]. My personal knowledge of the facts stated
herein has been derived from my employment with Alameda CTC [MPO/RTPA/
CTC/TA]

I swear or affirm that I have personal knowledge of the facts stated in this Application for the Access
For All Program, I am competent to testify to them, and I have the authority to make this
Application on behalf of and to bind the ~~Company~~
Alameda CTC

I further swear or affirm that _____ [MPO/RTPA/CTC/TA] agrees to comply
with all federal and state statutes, rules, and regulations covering the Access for All Program and
state contractual rules and regulations if awarded funding from the Access Fund.

I further swear or affirm that I agree to comply with Rules 1.11 and 2.2 of the California Public
Utilities Commission's Rules of Practice and Procedure.

I further swear or affirm, under penalty of perjury, and under Rule 1.1 of the California Public
Utilities Commission's Rules of Practice and Procedure, that, to the best of my knowledge, all of the
statements and representations made in this Application are true and correct.

If Alameda CTC [MPO/RTPA/CTC/TA] violates the TNC Access for All Program Overview
& Requirements for Access Fund Administrators, it shall be subject to Public Utilities Code Sections
2108 and 2111. The Commission may impose the maximum penalties allowed under Public Utilities
Code Sections 2108 and 2111 for failure to meet the program and project compliance requirements, as
determined by the Commission.

Signature and title

Date

Type or print name and title

SUBSCRIBED AND SWORN to before me on the ____ day of ____, 20____.

Notary Public In and For the State of _____

My Commission expires: _____

APPENDIX

Applicable Laws, Codes, Rules, Decisions

1. California Public Utilities Code [§ 5431.5 and § 5440.5.](#)
2. California Public Utilities Code [§ 2108](#)
3. California Public Utilities Code [§ 2111](#)
4. California Public Utilities Code [§ 314.6\(a\)](#)
5. California Public Utilities Commission's Rules of Practice and Procedures [Rules 1.1](#)
6. California Public Utilities Commission's Rules of Practice and Procedures [Rules 1.11](#)
7. California Public Utilities Commission's Rules of Practice and Procedures [Rules 2.2](#)
8. R.19-02-012 Track 1 Decision [D.19-06-033](#)
9. R.19-02-012 Track 2 Decision [D.20-03-007](#)
10. R.19-02-012 Track 3 Decision [D.21-03-005](#)
11. R.19-02-012 Track 4 Decision [D.21-11-004](#)
12. R.19-02-012 Track 5 Decision [D.23-02-024](#)

Application for the Alameda CTC Paratransit Advisory and Planning Committee (PAPCO)



Alameda CTC invites Alameda County residents to serve on its **Paratransit Advisory and Planning Committee**, which meets on the fourth Monday of the month from 1:30 to 3:30 p.m. Each member is appointed for a two-year term.

Name: Jeanne (Dede) Pansino

Home Address: [REDACTED]

Mailing Address (if different): [REDACTED]

Phone: [REDACTED] (work) [REDACTED] (fax) [REDACTED]

Email: [REDACTED]

Please respond to the following sections on a separate attachment:

- I. **Commission/Committee Experience:** What is your previous experience on a public agency commission or committee? Please also note if you are currently a member of any commissions or committees.
- II. **Statement of Qualifications:** Provide a brief statement indicating why you are interested in serving on PAPCO and why you are qualified for this appointment, including any experience you have managing funding and/or making funding decisions.
- III. **Relevant Work or Volunteer Experience:** Please list your current employer or relevant volunteer experience including organization, address, position and dates.
- IV. **Paratransit Experience:** List any specific interest, involvement or expertise you have related to special transportation or paratransit issues. Please also include the name(s) of any paratransit services you use.

To avoid a conflict of interest:

Members may need to recuse themselves from discussing and voting on certain funding recommendations to the Alameda CTC Commission.

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

Signature Jeanne Pansino Date 3-7-25

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

Appointing Commissioner:

Signature: [Signature]
Date: 10 March 2025

Jeanne (Dede) Pansino Application for Alameda CTC - Attachment

Commission/Committee Experience

- I am currently serving on both the Friends of Albany Seniors Board as a Vice President and FOAS Board | The Friends of Albany Seniors Friends of Albany Library Board as a Vice President About Us | Friends of the Albany Library and have served on both Boards since organizations opened up after Covid.
- I work with both Alameda County Library Staff and Albany City Recreation and Community Staff as well as members of both nonprofit Friends organizations and members of the public to plan and staff fundraising events, provide publicity and information via both the non profit organizations' websites which I update. I also volunteer at all events

Statement of Qualifications

- As a Vice President of both the Friends of Albany Seniors Board and Friends of Albany Library Board, I along with the other Board members make funding decisions for revenue earned from donations and fundraisers.

Relevant Work or Volunteer Experience

- I am currently retired (and have been since 12/31/2020) which allows me the time to volunteer and serve the community by helping the 2 organizations that I believe in and that benefit the community
- I am currently serving on both the Friends of Albany Seniors Board as a Vice President and FOAS Board | The Friends of Albany Seniors Friends of Albany Library Board as a Vice President About Us | Friends of the Albany Library and have served on both Boards since organizations opened up after Covid.
- Previously, pre-retiring, in my career I was a Senior Technical Project Manager both as an employee of AT&T and University of California and also a consultant for Visa International among other organizations. (39) Jeanne (Dede) (Bruno) Pansino, PMP, CSM, ITIL | LinkedIn As a Senior Technical Project Manager, I was responsible for directing dispersed project teams (across the United States as well as globally) to implement multi year projects on time and within budget. See my linkedIn profile (link above) for more information and dates.

Paratransit Experience

- I have used senior paratransit provided by Albany City to go on Senior Center day excursions. I have recently signed up for paratransit services provided by Albany City to go grocery shopping so that I will be ready when I need that assistance.
- I strongly believe that paratransit provides mobility and the ability to be out in the world for seniors and others. I no longer drive on highways so it has been quite the treat to be able to go on Senior Center day trips. It does people (seniors) good to have the ability to get around in the world instead of being homebound. Paratransit also provides a lifeline for Seniors to be able to go to the grocery store and medical/dental appointments. I believe that the benefits of paratransit help the community as a whole. If appointed to the Paratransit Advisory and Planning Board I will bring my experience to the table to be a dedicated advocate of Paratransit and all of the benefits it provides.



Independent Watchdog Committee
Meeting Minutes
Thursday, January 16, 2025, 2:00 p.m.

7.2

1111 Broadway, Suite 800, Oakland, CA 94607

• 510.208.7400

• www.AlamedaCTC.org

1. Call to Order

Independent Watchdog Committee (IWC) Chair Damian Park called the meeting to order.

2. Roll Call

A roll call was conducted, and all members were present, with the exception of Al Exner and Curtis Buckley.

Subsequent to Roll Call:

Curtis Buckley arrived during item 4.1.

3. Public Comment

There were no public comments.

4. Consent Calendar

4.1. Approve the November 21, 2024 IWC Meeting Minutes

Pat Piras made a motion to approve the Consent Calendar with a correction to item 5.6 in the November meeting minutes. Esther Waltz seconded the motion. The motion passed with the following vote:

Yes: Adams, Brown Buckley, Henn, Park, Piras, Rubin, Tabjulu, Waltz

No: None

Abstain: None

Absent: Exner

5. Regular Matters

5.1. Alameda CTC Measure B and Measure BB Programs Update

John Nguyen and Christine Shin provided the IWC with an update on the status of the Measure B and Measure BB Programs.

5.2. Measure B and Measure BB FY2023-2024 Compliance and Audit Reports

Christine Shin let the IWC members know that the compliance and audit reports for Fiscal Year 2023-24 from Direct Local Distribution recipients have been made available to the public on the agency website and are currently under review by staff. This item was for information only.

5.3. Bylaws Review Next Steps

Damian Park made a motion to reapprove the IWC Bylaws as approved by the IWC and located in item 5.3B in the packet; and to establish an ad-hoc committee to review the IWC's next steps for the bylaws. Pat Piras seconded the motion. The motion passed with the following vote:

Yes: Adams, Buckley, Henn, Park, Piras, Rubin, Tabjulu, Waltz

No: None

Abstain: Brown

Absent: Exner

IWC Chair Damian Park established a subcommittee which includes himself and IWC members Brendan Adams, Michael Henn, Pat Piras, and Tom Rubin.

6. Committee Member Reports

6.1. IWC Chair's Report

IWC Chair Damian Park stated that he did not have any additional items to report.

6.2. IWC Issues Identification Process and Form

Pat Piras 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.

6.3. IWC Issues Identification Form: Concrete Bus Pads

Pat Piras made a motion that the IWC request the City of Berkeley staff come to the March IWC meeting to address questions on the form submitted by Damian Park, including criteria and priorities for site selection. Tom Rubin seconded the motion. The motion passed with the following vote:

Yes: Adams, Brown, Buckley, Henn, Park, Piras, Rubin, Tabjulu, Waltz

No: None

Abstain: None

Absent: Exner

6.4. IWC Member Reports

There were no member reports.

7. Staff Reports

7.1. Staff Responses to IWC Member Requests for Information

There were no staff reports.

7.2. IWC FY2024-25 Calendar

Pat Piras requested that a discussion of projects time extensions be added to the calendar for the November 2025 meeting next year. She also requested that the calendar contain the content for the full upcoming fiscal year.

7.3. IWC Roster and Attendance Summary

The IWC Roster Attendance Summary was provided in the agenda packet for informational purposes.

8. Adjournment

The next meeting is scheduled for March 13, 2025, at 2:00 p.m. and will be held in person at 1111 Broadway, Suite 800, Oakland, CA 94607.

Alameda County Transportation Commission
Independent Watchdog Committee
Member Roster - Fiscal Year 2024-2025

	Title	Last	First	City	Appointed By	Term Began	Re- Apptmt.	Term Expires
1	Mr.	Park, Chair	Damian	Berkeley	Alameda County Mayor's Conference, D-5	Feb-23		Feb-25
2	Ms.	Piras, Vice Chair	Pat	San Lorenzo	Sierra Club	Jan-15		N/A
3	Mr.	Adams	Brendan	Oakland	League of Women Voters	Dec-24		N/A
4	Mr.	Brown	Keith	Oakland	Alameda Labor Council (AFL-CIO)	Apr-17		N/A
5	Mr.	Buckley	Curtis	Berkeley	Bike East Bay	Oct-16		N/A
6	Mr.	Exner	Alfred	Pleasanton	Alameda County Mayor's Conference, D-4	Jun-21	May-23	May-25
7	Mr.	Henn	Michael	Piedmont	Alameda County Board of Supervisors District 5	Sep-24		Sep-26
8	Mr.	Rubin	Thomas	Oakland	Alameda County Taxpayers Association	Jan-19		N/A
9	Mr.	Tabjulu	Vamsi	San Leandro	Alameda County Mayor's Conference, D-3	Jan-24		Jan-26
10	Ms.	Waltz	Esther	Livermore	Paratransit Advisory and Planning Committee	Jul-23		Jul-25
11		Vacancy			Alameda County Board of Supervisors District 1			
12		Vacancy			Alameda County Board of Supervisors District 2			
13		Vacancy			Alameda County Board of Supervisors, District 3			

Alameda County Transportation Commission
Independent Watchdog Committee
Member Roster - Fiscal Year 2024-2025

14		Vacancy			Alameda County Board of Supervisors District 4			
15		Vacancy			Alameda County Mayor's Conference, D-1			
16		Vacancy			Alameda County Mayor's Conference, D-2			
17		Vacancy			East Bay Economic Development Alliance			



Memorandum

8.1

1111 Broadway, Suite 800, Oakland, CA 94607

• 510.208.7400

• www.AlamedaCTC.org

DATE: March 20, 2025

TO: Alameda County Transportation Commission

FROM: Patricia Reavey, Deputy Executive Director of Finance and Administration
Lily Balinton, Director of Finance

SUBJECT: FY2024-25 Mid-Year Budget Update and Staffing/Recruitment Status

Recommendation

It is recommended that the Commission approve the proposed FY2024-25 Mid-Year Budget Update, as presented, including the authority to pay direct local distribution (DLD) payments to member agencies based on the formulas established in the 2014 Transportation Expenditure Plan regardless of actual sales tax collection amounts and receive an update on staffing and recruitment efforts as required under Government Code section 3502.3(a).

Summary

The proposed update to the FY2024-25 budget is a balanced, sustainable budget that was developed to reflect changes to actual fund balances and projected revenues and expenditures on projects and programs since the original budget was adopted in May 2024.

FY2024-25 Mid-Year Budget Update

The proposed budget update includes an increase of \$303.5 million to the beginning fund balance which is a true up to the fund balance rolled forward into FY2024-25 from the FY2023-24 audited financial statements for a total beginning fund balance of \$1,054.5 million. The proposed budget also contains revenues totaling \$623.6 million of which sales tax revenues comprise \$390.5 million, or 62.6 percent. This is a decrease to the Measure BB sales tax revenue budget of \$19.5 million due to the reduction in sales tax revenues realized in FY2023-24 and the year-over-year decrease in revenues we have experienced year-to-date in the current fiscal year. The total revenue amount proposed is an increase of \$94.8 million over the currently adopted FY2024-25 budget, mostly related to external fund sources for capital projects which were approved in the FY2023-24 budget but have rolled forward to the FY2024-25 budget because they had not yet been utilized by the end of FY2023-24.

Revenues are offset in the proposed budget update by \$738.7 million in total expenditures of which \$467.9 million, or 63.3 percent, are allocated for capital project expenditures. This updated expenditure total includes a decrease to DLD expenditure authority corresponding to the projected decrease in sales tax revenues; however, the authority requested for DLDs is based on the formulas established in the 2014 Transportation Expenditure Plan regardless of actual sales tax collection amounts. Total expenditures increased \$332.6 million over the currently adopted budget in this budget update. This increase appears to be significant; however, it is mostly related to the adjustment for the capital projects roll forward balance from FY2023-24, an estimate of which was included and approved in the originally adopted FY2024-25 budget on the Capital Programs Budget report but actual amounts could not be pulled to the consolidated Alameda CTC budget report until final fund balance roll forward amounts were updated based on the audited Annual Comprehensive Financial Report (ACFR) for the year ended June 30, 2024. The ACFR was approved by the Commission in December 2024.

Capital projects fund revenues and expenditures that appeared on the Alameda CTC Consolidated Budget report in the adopted budget for FY2024-25 when the budget was adopted in May 2024 did not include the roll forward revenue and expenditure balances because these amounts were still included in the approved budget and projected ending fund balance for FY2023-24. During the mid-year budget update process, the roll forward fund balances are updated to actual amounts based on audited financial statements from the prior fiscal year. Therefore, the capital budget revenue and expenditure amounts on the consolidated budget report for the mid-year budget update include the full capital budget which consists of both the actual roll forward balances from FY2023-24 and any additional requested capital budget for FY2024-25. This methodology ensures more reliable fund balance information in Alameda CTC's budget process.

In FY2019-20, during the budget process, the Commission adopted a plan to pay down the full pension liability by contributing an additional \$500,000 to the pension plan over the following ten years. Since we are half-way through this plan, staff analyzed the results of our efforts to date to ensure we are still on track to accomplish the intended goal. As of June 30, 2024, Alameda CTC had a pension liability of \$6.3 million. Working with CalPERS actuaries, staff determined that a few minor adjustments needed to be made at this time to keep the agency on target to reach its goal due to variances between projected CalPERS returns on investments and staffing changes at the agency over the last five years. This Mid-Year Budget Update includes an additional \$500,000 paydown of pension liability, and the plan moving forward is, in addition to normal required pension contributions, the agency will contribute an additional \$653,000 to the pension plan per year (rather than the additional \$500,000 originally adopted in FY2019-20) over the next five years through FY2029-30. Implementing this update to the plan approved in FY2019-20 will change the agency's scheduled pension contributions and, based on the analysis prepared by the CalPERS actuary, will save the agency \$2.6 million cumulatively over the next five years.

Salary and benefits costs in this mid-year budget update are \$10.6 million, which is a decrease of \$0.4 million from the currently adopted budget. This decrease is due in part to the timing of when authorized positions were filled as opposed to the timing of when they were estimated to be filled in the original budget. This mid-year budget update reflects the staffing and recruiting

activities expected through the end of this fiscal year. Total salary and benefits costs in this mid-year budget update are nominal when compared to total expenditures, at 1.4 percent.

The update of audited fund balances from FY2023-24 and the projected revenues and expenditures constitute a net increase in the projected ending fund balance of \$65.7 million, for a projected consolidated ending fund balance of \$939.3 million for FY2024-25. The set aside of fund balance reserves in the general fund has been updated to \$62.8 million, an increase of \$27.6 million related to roll forward capital project funds, to comply with the adopted fund balance reserve policy. The Freeway Maintenance and Express Lanes Operational Reserves remain unchanged from the originally adopted budget of \$6.0 million and \$31.0 million, respectively. These reserves were established for the replacement of toll equipment and roadway rehabilitation and to ensure continuity of operations during an unforeseen catastrophic event affecting toll collections.

The 2014 Measure BB Limitation ratios required by the Transportation Expenditure Plan and the Public Utilities Code were calculated based on the proposed updated budgeted revenues and expenditures and were found to be compliant with all requirements.

Background

Development of the FY2024-25 budget and this proposed mid-year budget update were centered on the vision and goals for transportation established in the Comprehensive Investment Plan. The objective was to develop a budget that would enable Alameda CTC to plan, fund and deliver transportation programs and projects that expand access and improve mobility in Alameda County. This was accomplished by allocating available resources to identify transportation needs and opportunities in the County and formulating strategies and solutions by providing the funding necessary to evaluate, prioritize, and fund the delivery of quality programs and projects so they can be completed on schedule and within budget.

Staffing and Recruitment Update

Under Government Code section 3502.3(a), Alameda CTC is required to present the status of vacancies and recruitment and retention efforts during a Commission public hearing at least once per fiscal year, prior to adoption of what the statute calls the “final budget.” The presentation in this staff report ensures agency compliance with this new law, since this budget update could be considered the final budget for this fiscal year, and the budget update is being adopted as part of a public hearing.

So far in FY2024-25, Alameda CTC has completed three recruitments, for a Senior Financial Analyst, an Associate Transportation Engineer, and an Associate Program Analyst. Four of Alameda CTC’s 45 approved positions remain unfilled. Alameda CTC has retained the services of CPS HR Consulting to recruit a new Executive Director, and it is expected that this recruitment will be finalized before the end of the fiscal year. Staff plans to begin recruitment efforts for a Principal Transportation Engineer position in the Fall. There are no active recruitments for the two remaining unfilled positions of Deputy Executive Director of Projects and Principal Administrative Analyst. It is anticipated that the new Executive Director will weigh in on these recruitments once onboard.

Alameda CTC strives to be an employer of choice and continues to encourage professional development of staff. In 2022, staff identified and implemented steps to increase outreach efforts to attract diverse applicants from underserved communities and to remove potential bias in the application screening process. During recruitments, in addition to posting open positions on the agency's standard list of websites, all job opportunities are now also posted on websites directed towards women and minorities, and applicant names, school names, and other gender or race identifying information is redacted prior to distribution of application packets to hiring managers for consideration. Staff have not identified any obstacles in the hiring process that would require changes to policies and procedures.

Fiscal Impact: The fiscal impact of approving the proposed FY2024-25 mid-year budget update would be to allow the roll forward of audited fund balances from FY2023-24 for an increase of \$303.5 million, provide additional resources of \$94.8 million, and authorize additional expenditures of \$332.6 million reflecting an overall increase in fund balance of \$65.7 million for a projected ending fund balance of \$939.3 million.

Attachments:

- A. Alameda CTC FY2024-25 Proposed Mid-Year Budget Update
- B. Capital Projects FY2024-25 Proposed Mid-Year Budget Update

**Alameda County Transportation Commission
Fiscal Year 2024-25
Proposed Mid-Year Budget Update**

8.1A

	General Funds Proposed	Express Lanes Funds Proposed	Special Revenue Funds Proposed	Exchange Fund Proposed	Debt Service Fund Proposed	Capital Project Fund Proposed	Inter-Agency Adjustments/ Eliminations Proposed	Total Proposed Budget	Proposed Adjustments	Currently Adopted Budget
Beginning Fund Balance:	\$ 138,679,461	\$ 56,579,527	\$ 359,012,102	\$ 8,281,192	\$ 3,026,413	\$ 488,923,303	\$ -	\$ 1,054,501,998	\$ 303,518,236	\$ 750,983,762
Revenues:										
Sales Tax Revenues	\$ 15,620,000	\$ -	\$ 279,107,976	\$ -	\$ -	\$ 95,772,024	\$ -	\$ 390,500,000	\$ (19,500,000)	\$ 410,000,000
Investment Income	5,129,000	2,100,000	10,297,000	725,000	130,000	15,261,638	-	33,642,638	14,652,638	18,990,000
Member Agency Fees	1,694,132	-	-	-	-	-	-	1,694,132	-	1,694,132
VRF Funds	-	-	12,000,000	-	-	-	-	12,000,000	-	12,000,000
TFCA Funds	-	-	1,876,468	-	-	-	-	1,876,468	-	1,876,468
Toll Revenues	-	19,300,000	-	-	-	-	-	19,300,000	(2,510,000)	21,810,000
Toll Violation and Penalty Revenue	-	3,800,000	-	-	-	-	-	3,800,000	100,000	3,700,000
Other Revenues	-	-	26,700	-	-	-	(26,700)	-	-	-
Regional/State/Federal Grants	2,734,767	-	2,966,964	-	-	148,322,128	-	154,023,859	95,578,199	58,445,660
Local and Other Grants	-	-	-	3,468,906	-	3,271,773	-	6,740,679	6,466,517	274,162
Total Revenues	25,177,899	25,200,000	306,275,108	4,193,906	130,000	262,627,562	(26,700)	623,577,775	94,787,354	528,790,422
Expenditures:										
<u>Administration</u>										
Salaries and Benefits	3,657,073	-	-	-	-	23,710	-	3,680,784	(34,358)	3,715,141
General Office Expenses	2,658,639	-	5,400	200	-	18,850	(2,800)	2,680,289	41,574	2,638,715
Travel Expense	84,400	-	-	-	-	-	-	84,400	-	84,400
Debt Service	-	-	-	-	9,048,000	-	-	9,048,000	-	9,048,000
Professional Services	3,879,522	-	-	-	-	30,000	-	3,909,522	(332,200)	4,241,722
Commission and Community Support	236,925	-	23,900	-	-	-	(23,900)	236,925	-	236,925
Contingency	500,000	-	-	-	-	-	-	500,000	-	500,000
<u>Express Lanes Operations</u>										
Salaries and Benefits	-	449,369	-	-	-	-	-	449,369	1,048	448,321
Operating Expenditures	-	11,471,356	-	-	-	-	-	11,471,356	(105,644)	11,577,000
<u>Planning</u>										
Salaries and Benefits	1,711,648	-	-	-	-	-	-	1,711,648	143,467	1,568,181
Transportation Planning/Transportation Expenditure Plan	800,000	-	1,680,000	-	-	-	-	2,480,000	(1,320,000)	3,800,000
Congestion Management Program	791,000	-	-	-	-	-	-	791,000	791,000	-
<u>Programs</u>										
Salaries and Benefits	165,453	-	3,139,562	78,773	-	-	(94,489)	3,289,300	(56,071)	3,345,371
Programs Management and Support	202,068	-	1,595,385	-	-	-	-	1,797,453	(874,346)	2,671,799
Safe Routes to School Programs	-	-	3,180,694	-	-	-	-	3,180,694	-	3,180,694
VRF Programming	-	-	12,333,100	-	-	-	-	12,333,100	(4,533,900)	16,867,000
Measure BB Direct Local Distribution	-	-	198,740,758	-	-	-	-	198,740,758	(9,924,314)	208,665,072
Grant Awards	-	-	12,125,737	-	-	-	-	12,125,737	(13,931,731)	26,057,468
TFCA Programming	-	-	2,065,363	-	-	-	-	2,065,363	(845,637)	2,911,000
Exchange Fund Programming	-	-	-	222,000	-	-	-	222,000	22,000	200,000
<u>Capital Projects</u>										
Salaries and Benefits	-	240,827	-	-	-	1,232,840	(4,243)	1,469,424	(91,390)	1,560,814
Capital Project Expenditures	-	17,261,634	10,599,742	3,167,933	-	435,440,851	-	466,470,160	363,617,367	102,852,793
<u>Indirect Cost Recovery/Allocation</u>										
Indirect Cost Recovery from Capital, Spec Rev & Exch Funds	(98,731)	-	-	-	-	-	98,731	-	-	-
Total Expenditures	14,587,998	29,423,186	245,489,641	3,468,906	9,048,000	436,746,252	(26,700)	738,737,283	332,566,866	406,170,418
Interfund Transfer	-	-	(19,047,333)	-	9,047,333	10,000,000	-	-	-	-
Net Change in Fund Balance	10,589,901	(4,223,186)	41,738,134	725,000	129,333	(164,118,689)	-	(115,159,507)	(237,779,511)	122,620,004
Projected Ending Fund Balance	149,269,362	52,356,341	400,750,236	9,006,192	3,155,746	324,804,614	-	939,342,491	\$ 65,738,725	\$ 873,603,766
Express Lanes Maintenance Reserves	-	6,000,000	-	-	-	-	-	6,000,000	-	6,000,000
Express Lanes Operational Risk Reserves	-	31,000,000	-	-	-	-	-	31,000,000	-	31,000,000
Fund Balance Reserve	62,779,332	-	-	-	-	-	-	62,779,332	27,578,812	35,200,519
Projected Net Fund Balance	\$ 86,490,030	\$ 15,356,341	\$ 400,750,236	\$ 9,006,192	\$ 3,155,746	\$ 324,804,614	\$ -	\$ 839,563,159	\$ 38,159,912	\$ 801,403,246

**Alameda County Transportation Commission
Fiscal Year 2024-25
Proposed Capital Programs Mid-Year Budget Update**

8.1B

	(A)	(B)	(A) - (B) = (C)	(D)	(E)	(C) + (D) + (E) = (F)	Funding			
Capital Programs	Adopted FY 2023-24 Capital Budget	Actual FY 2023-24 Expenditures	Actual FY 2023-24 Rollover to FY 2024-25	Adopted FY 2024-25 Capital Budget Request	FY 2024-25 Capital Budget Adjustment	Proposed FY 2024-25 Capital Budget w/ Actual Rollover	Total Local	Total Regional	Total State	Total Federal
1986 Measure B Capital Program	\$ 7,301,903	\$ 2,795,158	\$ 4,506,745	\$ -	\$ 1,401,064	\$ 5,907,809	\$ 5,907,810	\$ -	\$ -	\$ -
2000 Measure B Capital Program	55,088,460	10,671,316	44,417,144	13,445,298	4,501,771	62,364,213	62,364,212	-	-	-
2000 Measure B SRF Discretionary Capital Program	80,072	-	80,072	219,928	-	300,000	300,000	-	-	-
2014 Measure BB Capital Program	357,982,214	147,871,138	210,111,076	82,636,813	71,687,203	364,435,091	217,930,604	87,041,742	48,208,265	11,254,480
2014 Measure BB SRF Discretionary Capital Program	12,951,201	1,957,987	10,993,214	(2,009,335)	464,335	9,448,214	9,448,214	-	-	-
Non-Sales Tax Capital Program	17,072,201	10,824,315	6,247,886	(294,466)	(1,986,842)	3,966,578	2,148,936	1,791,791	25,851	-
Non-Sales Tax Exchange Fund Capital Program	3,246,987	1,459,055	1,787,933	-	1,380,000	3,167,933	3,167,932	-	-	-
Non-Sales Tax SRF Capital Program	7,549,000	6,872,473	676,527	175,000	-	851,527	851,527	-	-	-
Express Lanes Capital Program	7,219,899	455,870	6,764,029	10,245,939	492,493	17,502,461	17,502,461	-	-	-
	<u>\$ 468,491,937</u>	<u>\$ 182,907,311</u>	<u>\$ 285,584,626</u>	<u>\$ 104,419,177</u>	<u>\$ 77,940,023</u>	<u>\$ 467,943,827</u>	<u>\$ 319,621,697</u>	<u>\$ 88,833,533</u>	<u>\$ 48,234,115</u>	<u>\$ 11,254,480</u>



ALAMEDA COUNTY TRANSPORTATION COMMISSION

FY2024-25 Mid-Year Budget Update

A presentation by
Patricia Reavey
Deputy Executive Director of Finance and Administration






Budget Update Summary

- Update beginning fund balance to reflect ending fund balance from audited financial statements in the ACFR for the year ended June 30, 2024
- Update revenues and expenditures consistent with the Comprehensive Investment Plan, by fund type, to allow for the change in needs since the FY2024-25 budget was adopted in May 2024
 - Including an update to capital project revenues and expenditures to reflect the roll forward of funding that was authorized in the prior year, but not utilized



Overview of Budget Update

Significant programming, planning, and programs activities in the budget include:

- Measure BB Direct Local Distributions and Discretionary Grants Funding Programs
- Vehicle Registration Fee Program
- Transportation Funds For Clean Air Program
- Safe Routes to School (SR2S) Program
- Affordable Student Transit Pass Program
- Transportation Planning Projects



Overview of Budget Update (cont'd)

Significant capital projects in the budget include:

Port/Rail GoPort Program of Projects

Multi-modal Interchange Modernization

- SR-84/I-680 Interchange Improvements Project
- I-80 Gilman Interchange Improvements
- Oakland Alameda Access Project

Streets and Road Improvements

- Eastbay Greenway Project
- San Pablo Avenue Multi-Modal Corridor Projects

Express Lanes

- I-680 Express Lane – Southbound Gap Closure
- I-680 Sunol Express Lanes Landscaping/Plant Establishment
- I-580 and I-680 Express Lanes Toll System Updates

Transit BART NextGen Fare Gates



Alameda County Transportation Commission

Fiscal Year 2024-25 Mid-Year Budget Update

FUND BALANCE (\$ in millions)	Currently Adopted Budget	Proposed Adjustment	Total Proposed Budget
Beginning Fund Balance	\$751.0	\$303.5	\$1,054.5
Revenues	528.8	94.8	623.6
Expenditures	(406.2)	(332.6)	(738.7)
Projected Ending Fund Balance	\$873.6	\$65.7	\$939.3



Alameda CTC FY2024-25 Mid-Year Budget Update

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Alameda CTC

Fiscal Year 2024-25 Mid-Year Budget Update

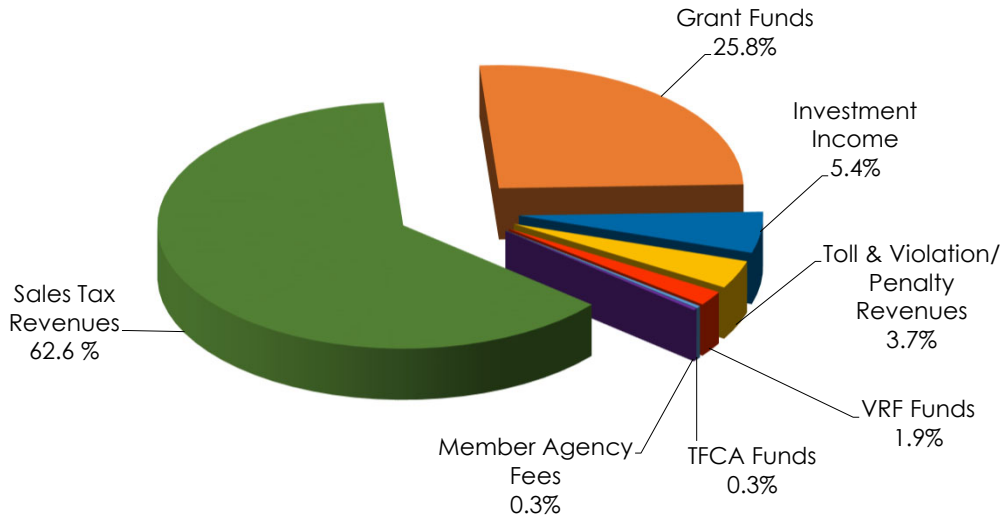
REVENUES (\$ in millions)	Currently Adopted Budget	Proposed Adjustment	Total Proposed Budget
Sales Tax Revenues	\$410.0	(\$19.5)	\$390.5
Grant Funds	58.7	102.0	160.8
Investment Income	19.0	14.7	33.6
Toll and Violation/Penalty Revenues	25.5	(2.4)	23.1
VRF Funds	12.0	-	12.0
TFCA Funds	1.9	-	1.9
Member Agency Fees	1.7	-	1.7
Total Revenues	\$528.8	\$94.8	\$623.6



Alameda CTC FY2024-25 Mid-Year Budget Update

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Alameda CTC FY2024-25 Revenues



Alameda CTC FY2024-25 Mid-Year Budget Update

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Alameda CTC

Fiscal Year 2024-25 Mid-Year Budget Update

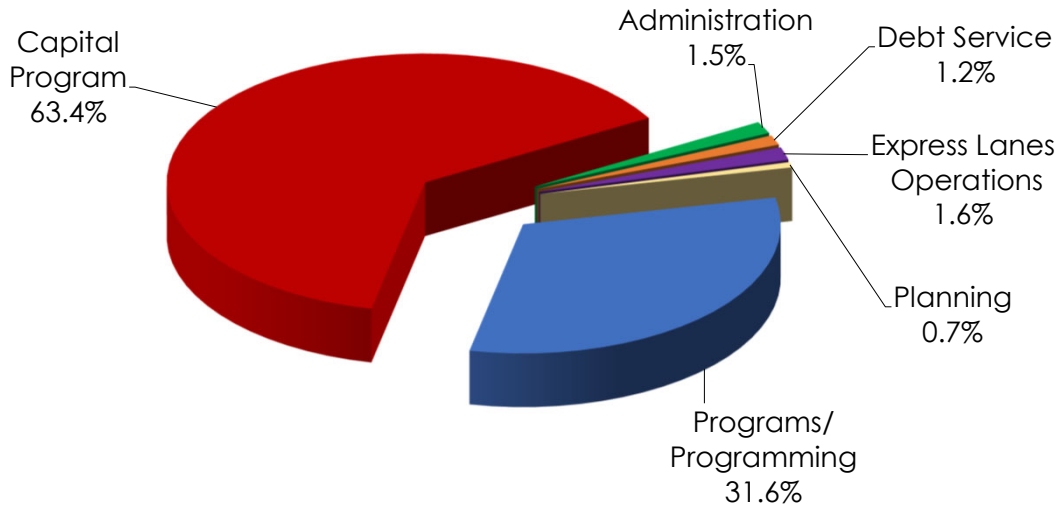
EXPENDITURES (\$ in millions)	Currently Adopted Budget	Proposed Adjustment	Total Proposed Budget
Administration	\$11.4	(\$0.3)	\$11.1
Debt Service/Financing Costs	9.0	-	9.0
Express Lanes Operations	12.0	(0.1)	11.9
Planning	5.4	(0.4)	5.0
Programs/Programming	263.9	(30.1)	233.8
Capital Program	104.4	363.5	467.9
Total Expenditures	\$406.2	\$332.6	\$738.7



Alameda CTC FY2024-25 Mid-Year Budget Update

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Alameda CTC FY2024-25 Expenditures



Alameda CTC FY2024-25 Mid-Year Budget Update

9

Alameda CTC

Fiscal Year 2024-25 Mid-Year Budget Update Summary (\$ in Millions)

Beginning Fund Balance		\$1,054.5
REVENUES		
Sales Tax Revenues	\$390.5	
Grant Revenues	160.8	
Investment Income	33.6	
Toll and Violation/Penalty Revenues	23.1	
VRF Revenues	12.0	
Other Revenues	3.6	
Total Revenues		\$623.6
EXPENDITURES		
Administration	\$11.1	
Debt Service	9.0	
Express Lanes Operations	11.9	
Planning	5.0	
Programs/Programming	233.8	
Capital Program	467.9	
Total Expenditures		(\$738.7)
Projected Ending Fund Balance		\$939.3



Alameda CTC FY2024-25 Mid-Year Budget Update

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Alameda CTC

Fiscal Year 2024-25 Reserves (\$ in Millions)

Projected Ending Fund Balance **\$939.3**

RESERVES

Fund Balance	\$62.8	
Express Lanes Funds		
Express Lanes Maintenance	6.0	
Express Lanes Operational Risk	31.0	
Total Reserves		(99.8)
Projected Ending Fund Balance		\$839.6



AB 2561 / Gov't Code Section 3502.3(a)

- Completed 3 recruitments
 - Senior Financial Analyst
 - Associate Transportation Engineer
 - Associate Program Analyst
- Alameda CTC has 45 authorized positions of which 4 remain unfilled
 - Executive Director (CPS HR is actively working to fill this position)
 - Principal Transportation Engineer (recruitment to begin in the fall)
 - Deputy Executive Director of Projects (new ED to weigh in on this recruitment upon hire)
 - Principal Administrative Analyst (new ED to weigh in on this recruitment upon hire)
- Employer of choice
 - Encourages professional development
 - Efforts to attract diverse applicants
 - Efforts to ensure no potential bias in screening process
 - No obstacles identified in hiring process requiring changes



Conclusion

- A sustainable Alameda CTC FY2024-25 proposed updated budget
- Staff recommends approval of the proposed updated budget with the following fiscal impacts:
 - Provide resources of \$623.6 million
 - Authorize expenditures of \$738.7 million
 - Overall decrease in fund balance of \$115.2 million
 - Projected ending fund balance of \$939.3 million





Memorandum

10.1

1111 Broadway, Suite 800, Oakland, CA 94607

510.208.7400

www.AlamedaCTC.org

DATE: March 20, 2025

TO: Alameda County Transportation Commission

FROM: Chair David Haubert
Vice Chair Marilyn Ezzy Ashcraft

SUBJECT: Approve the Executive Director Ad Hoc Committee's Recommendation to Extend an Offer of Employment for the Position of Executive Director and Direct the Chair and Vice Chair and CPS HR to Negotiate an Employment Agreement

Recommendation

The Ad Hoc Committee for the Executive Director Recruitment has conducted interviews with four top candidates for the position of Executive Director. The Committee has selected a finalist for this position and is recommending that the Commission authorize the Chair and Vice Chair to work with CPS HR to negotiate an employment agreement with that individual and to return to the Commission for final approval of the terms of the employment agreement at its April 24, 2025 meeting.

Summary

The Commission retained CPS HR in the fall of last year to undertake the recruitment for the position of Executive Director, following the announcement by former Executive Director, Tess Lengyel, that she intended to retire effective December 30, 2024.

CPS HR initiated the executive recruitment effort which resulted in the submission of 70 applications; 17 qualified candidates were subject to screening interviews by CPS HR. Following these screening interviews, four semifinalists were interviewed on March 6 by the Ad Hoc Committee, comprised of Chair Haubert, Vice Chair Ezzy Ashcraft, and Commissioners Hernandez, Jordan and Salinas. Following the semifinalist interviews, the Ad Hoc Committee is recommending that Alameda CTC extend an offer of employment to an individual who is highly qualified to lead Alameda CTC in its myriad planning, policy, project and programming initiatives.

The Chair and Vice Chair recommend that the Commission authorize them to work with CPS HR to negotiate the terms of an employment agreement with this individual, including salary and benefits, and to return to the Commission for approval of the terms of the employment agreement at the April Commission meeting. The candidate would assume the role of Alameda CTC's Executive Director on July 1, 2025.

Fiscal Impact: Salary and benefits for the Executive Director position will be included in the proposed budget for FY2025-26 which will be brought to the Commission for approval in May. The Commission-approved salary range for FY2025-26 for the Executive Director position is from \$319,712 to \$409,211.