



Citizens Advisory Committee Meeting

Thursday, January 17, 2008
5:30 PM to 6:30 PM

Meeting Location:
ACTIA Offices
1333 Broadway, Suite 300
Oakland, CA 94612

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Oakland, CA 94612

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Henry Chang, Jr., Chair
Vice Mayor, City of Oakland

Alice Lai-Bitker, Vice-Chair
Supervisor, District 3

Keith Carson
Supervisor, District 5

Nora Davis, Mayor
City of Emeryville

Mark Green
Mayor, City of Union City

Scott Haggerty
Supervisor, District 1

Marshall Kamena
Mayor, City of Livermore

Janet Lockhart
Mayor, City of Dublin

Nate Miley
Supervisor, District 4

Anthony Santos
Mayor, City of San Leandro

Gail Steele
Supervisor, District 2

Christine Monsen
Executive Director

Meeting Outcomes:

- Discuss ACTIA Committee Leadership Training Opportunities
- Provide feedback on CAC East County Public Forum
- Discuss CAC Central County Public Forum
- Receive an ACTIA Update

AGENDA

(Full Packet Available at www.actia2022.com)

5:30 – 5:40 pm	1. Welcome & Introductions a. Public Comment b. Approval of October 18, 2007 minutes <i>(Attachment A1 – Page 1)</i> c. Approval of September 27, 2007 minutes <i>(Attachment A2 – Page 5)</i>	I/D I/D I/A
5:40 – 6:10 pm	3. Discussion & Feedback on Public Forums a. East County Transportation Forum <i>(Handout)</i> b. Central County Transportation Forum	I/D
6:10 – 6:20 pm	CAC Member / Outreach Reports (up to 2 minutes per person)	I/D
6:20 – 6:30 pm	4. Staff Report a. Committee Leadership Training b. ACTIA Update	I/D
6:30 pm	5. Adjournment/Next Meeting—April 17	

Key: I/D - Information/Discussion Item I/A - Information/Action Item

ATTACHMENTS:

- Attachment A1: October 18, 2007 Meeting Minutes– **Page 1**
- Attachment A2: September 27, 2007 Meeting Minutes – **Page 5**
- Attachment B: Sample Outreach Reporting Form – **Page 11**
- Attachment C: CAC 2007/2008 Calendar – **Page 15**
- Attachment D: CAC 2007/2008 Roster – **Page 19**

Members of the public may address the Committee regarding any item, including an item not on the agenda. Please fill out a speaker card and submit it to the Chair or Vice-Chair. Time limitations will be at the discretion of the Chair. Meetings are wheelchair accessible. Please do not wear scented products so that individuals with environmental sensitivities may attend. Call 893-3347 (Voice) or 834-6754 (TTD) to request a sign-language interpreter. Five days notice requested. All items on the Agenda are subject to action and/or change by the Committee. The order of items may be changed by the Chair.

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**Attachment A1
October 18, 2007 Meeting Minutes**

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**ALAMEDA COUNTY TRANSPORTATION IMPROVEMENT AUTHORITY
CITIZEN ADVISORY COMMITTEE (CAC)**

DRAFT Meeting Minutes for October 18, 2007

CAC Members present: Cynthia Dorsey; Dr. Roop Jindal; Hale Zukas; Barry Ferrier; Joseph Hilson; Nicholas Sebastian; Gerarda Stocking; Christopher Kent

Staff present: Christine Monsen, Tess Lengyel, Keonnis Taylor

Guests present: John Hollingsworth, Ernie Lauagetto; Sherry Lattimore

Meeting called to order at 5:34 pm by Gerarda Stocking.

1. Welcome and Introductions:

Self introductions were made by the committee members, staff, and guests.

Public Comment:

There was no public comment.

Approval of Minutes

- a. Approval of September 27, 2007 Minutes

Due to lack of quorum, no vote was taken on the minutes. The minutes will be carried over to the next CAC meeting.

2. Overview of Current and Future Public Meetings and Public Meeting Reporting Process

Tess Lengyel provided an overview of ACTIA, its community advisory committees, the role of the CAC, background on the CAC public forums, outreach for the event, and projects to be discussed at the evening's forum in Pleasanton. Ms. Lengyel noted that a summary of the forum would be developed and provided to the CAC.

Ms. Lengyel answered CAC questions regarding ACTIA's allocations of funds among jurisdictions, Self Help Counties, the ACTIA Expenditure Plan, and ACTIA projects and programs. Discussion ensued regarding the delivery of the Expenditure Plan and ACTIA's relationship to agencies such as MTC and local businesses.

Ms. Lengyel also presented and explained new outreach reporting forms, which list the date, location, description of audience reached, type and description of outreach and estimated number reached by these efforts. The form will be completed and submitted quarterly by CAC members as

a way to track their individual efforts regarding ACTIA and CAC. The forms will be documented and presented to the ACTIA Board.

3. CAC Member Outreach Reports

- Barry Ferrier discussed suggestions for improving the outreach form.
- Cynthia Dorsey invited the attendees to an event in Fremont's Veterans Memorial Building on November 1 at 7:00pm, regarding AC Transit's Bus Line 99's route modifications.
- Dr. Roop Jindal reported that he mailed flyers and made phone calls inviting people to attend the East County Transportation Forum.
- Nicholas Sebastian reported that he emailed an Emeryville listserv inviting them to the forum.

4. Staff Report

Keonnis Taylor circulated a thank-you card for CAC members to sign, thanking Cynthia Dorsey and Herb Crowle for their years of dedication and service as Chair and Vice Chair of the CAC.

Tess Lengyel reported that there would be a Route 84 Widening meeting on October 30th, and that flyers were available in addition to the ACTIA website. Public meetings for the East-West Connector Project in Union City would take place on October 24 and 25.

5. Adjournment / Next Meeting

The meeting adjourned at 6:35 PM.

**Attachment A2
September 27, 2007 Meeting Minutes**

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**ALAMEDA COUNTY TRANSPORTATION IMPROVEMENT AUTHORITY
CITIZEN ADVISORY COMMITTEE (CAC)**

DRAFT Meeting Minutes for September 27, 2007

CAC Members present: Cynthia Dorsey; Meredith Brown; Bill Stremmel; Robert Bobac; Val Chinn; Frances Hilliard; Dr. Roop Jindal; Hale Zukas; Barry Ferrier; Carol Handleman; Joseph Hilson; Nicholas Sebastian; Catherine Souders-Mahanpour; Gerarda Stocking; Ronald Washington

Staff present: Christine Monsen, Art Dao, Tess Lengyel, Keonnis Taylor

Guests present: Lou Hexter, MIG; Barney Stocking

Meeting called to order at 5:35 pm by Cynthia Dorsey.

1. Welcome and Introductions:

Self introductions were made by the committee members and staff.

Public Comment:

There was no public comment.

Approval of Minutes

- a. Approval of June 21, 2007 Minutes

A motion was made by Dr. Roop Jindal to approve the minutes as presented. Seconded by Frances Hilliard. The motion carried with one abstention (Handleman).

2. Organizational Meeting

- a. Presentation of revised CAC meetings

Tess Lengyel thanked the Committee for its flexibility in meeting one week later than the regular meeting date. Ms. Lengyel gave a review of changes made to CAC's organizational and meeting structure, noting the change from eight to five meetings per year, including one organizational meeting. The ACTIA Board approved the modified format, requesting documentation of its effectiveness. Ms. Lengyel then introduced Lou Hexter, a consultant with MIG, who is responsible for setting up and documenting the meetings.

Lou Hexter reported to the committee that MIG is working on outreach, public relations, and media relations for the CAC's public event. MIG's role in the CAC's revisions is to outreach to community and to businesses. MIG will invite the public, advocacy organizations, and community groups. Mr. Hexter then distributed a memo outlining the plan for

executing the CAC public forums, which included forum objectives, proposed meeting dates and locations; the proposed agenda, a summary of outreach, and information on the follow-up actions for the events.

The first open house is scheduled for October 18, at the Pleasanton Senior Center. CAC will have its standard business meeting at 5:30 pm for one hour, followed by the open house. Mr. Hexter offered to answer questions.

Upon CAC member inquiry regarding what happened to member comments on the proposed structure reformatting, Tess Lengyel explained the process by which staff arrived at the final program format.

Concern was expressed regarding the 5:30 pm time slot, noting potential difficulty with rush hour traffic. Ms. Lengyel noted that the format was consistent with how CAC has historically functioned regarding meeting start times when various locations were used to hold meetings.

Cynthia Dorsey noted that the Board has commented on the staff time involved in preparation and execution of CAC meetings, and noted that this is a trial year, and that needed changes will occur as needed.

Concern was expressed regarding how CAC members' ability to ask questions to project sponsors and that internal discussions and interactions might be affected by shared time with the public, to which staff replied that CAC members may ask questions during the public forum, and that CAC members will receive information prior to the meeting to aid in formulating questions.

A suggestion was made by Hale Zukas to move the CAC meeting portion to the end of the public forum to allow less time restriction. Discussion ensued regarding the timing and format of the open house, concern and suggestions were expressed about the location, logistics, and parking. Comments included: a later CAC meeting time may diminish CAC member participation; meetings should be near transit; transit information should be included on the flyer; CAC should hold a meeting in November to discuss follow-up; have meetings on weekends or tie them to existing events; concern regarding the turnaround of information exchange and feedback after the meetings; change agenda to include feedback from prior meeting; advertise meetings on college campuses and by public service announcement; CAC members should submit names and titles to be included in outreach. Tess Lengyel noted that feedback forms would be available at the meetings.

Lou Hexter noted that the notification flyer and press releases would go out in early October. Tess Lengyel gave an overview of the projects that will be presenting at the forum.

- b. Approval of CAC Bylaws
Dr. Roop Jindal suggested amending the CAC Bylaws, section 3.5.1.3 to extend that period in which a CAC member must attend one half of all meetings to avoid termination from six months to one year. The suggested amendment will read:

“The Member fails to continue to meet the qualifications for membership, including attending at least one half of all CAC meetings within any twelve month period.”

A motion was made by Francis Hilliard and seconded by Dr. Roop Jindal to amend the CAC Bylaws to reflect the proposed changes. The motion was carried unanimously.

A motion was made by Dr. Roop Jindal to adopt the Bylaws as amended, and seconded by Val Chinn. The motion was carried unanimously.

- c. Approval of CAC FY 07/08 Calendar
Cynthia Dorsey reviewed the calendar prepared and distributed by Lou Hexter of MIG. Bill Stremmel recommended holding the organizational meeting at CalTrans in order to maintain the annual practice of a presentation from CalTrans staff to CAC.

A motion was made by Joseph Hilson and seconded by Robert Bobac to approve the FY07/08 CAC calendar as presented. The motion was approved unanimously.

- d. Election of CAC Chair and Vice Chair
Carol Handleman nominated Catherine Souders-Mahanpour for the role of CAC Chair. Ms. Souders-Mahanpour accepted.
Barry Ferrier nominated Bill Stremmel for the office of CAC Vice Chair; Mr. Stremmel declined.
Carol Handleman nominated Gerarda Stocking for the office of CAC Vice Chair. Ms. Stocking accepted.

Tess Lengyel noted that the Committee Leadership Training would be available for the new officers.

A motion was made by Francis Hilliard to approve the slate of Chair and Vice Chair nominees, and seconded by Barry Ferrier. The motion carried unanimously.

3. CAC Member Outreach Reports

Barry Ferrier reported that the Union City BART intermodal station was making progress. Two new parking lots are open at the station. A second meeting of the Citizens Advisory Panel for the Dumbarton Rail will take place in Newark in October 2007. Mr. Ferrier also noted that an MTC/ABAG meeting will be held on

October 26. MTC is seeking input on its regional transportation plan. This will take place at the Oakland City Center Marriott. Information is available at www.mtc.ca.gov.

Bill Stremmel reported that he attended Supervisor Alice Lai-Bitker's meeting on seismic retrofit and access to Alameda, and the Broadway Jackson Interchange.

Cynthia Dorsey reported that ACTIA has provided funding in South County for free fares for paratransit riders enrolled in city-based paratransit programs for AC Transit's new circulator bus routes. There have been high sign-up rates in Newark and Fremont.

4. Staff Report

Staff distributed handouts of the Monthly Status Reports for ACTA and ACTIA Measure B Programs and Capital Projects. Art Dao reviewed selected projects, noting that the BART Oakland Airport Connector is making great progress, and expects the contract to be awarded in December 2007. Mr. Dao also gave brief information on the Union City Intermodal Project; the Broadway/Jackson Interchange, the Route 84 Expressway, the I-580 Corridor Improvements.

Tess Lengyel reported that AC Transit circulator routes have begun in Fremont and Newark, and free fares have been provided to paratransit patrons in those cities using an ACTIA grant. A bicycle/pedestrian grant was awarded to the Safe Routes to Schools program for over \$750,000. A kick-off is planned for October 3, 2007. The two-year program encourages safe walking and biking to schools. Ms. Lengyel also noted that the Countywide Pedestrian won an award, and that ACTIA's bicycle and pedestrian coordinator, Rochelle Wheeler, won a national award for her work on bicycle and pedestrian improvements in Alameda County.

5. Adjournment / Next Meeting

The meeting adjourned at 7:28 PM.

Attachment B
Sample Outreach Reporting Form

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**Citizens' Advisory Committee
Member Outreach Reporting
Form**

CAC Member Name: _____

Date: _____

Date	Location	Audience Reached	Type / Description of Outreach	Estimated Number Reached

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Attachment C
CAC 2007/2008 Calendar

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CAC 2007/2008 Calendar

General Meeting Agenda

5:30-6:30PM – CAC Meeting

6:30-7:00PM – Open House

7:00-8:00PM – Presentations from Project Sponsors and Question & Answers

8:00-8:30PM – Informal discussion and Close of Meeting

Annual Calendar of Meetings

October 18, 2007

East County Projects

Pleasanton Senior Center

5353 Sunol Blvd. Pleasanton, CA 94566

Project Presentations:

- I-580 Corridor Improvements
- I-580/Route 84 Interchange
- Route 84 Expressway
- I-680 Express Lanes

January 17, 2008

North County Projects

ACTIA Programs

April 17, 2008

Central County Projects

Project Presentations:

- I-580/Redwood Road Interchange
- I-238 Widening
- Central County Freeway Study
- Route 238/ Foothill/ Mission/ Jackson Corridor

June 19, 2008

Organizational Meeting

- Discuss CAC roles, responsibilities, and organization
- Approve CAC Bylaws
- Review and define CAC Calendar for FY 08/09
- Elect Chair and Vice-Chair for FY 08/09

July 17, 2008

South County Projects

Project Presentations:

- I-680 Corridor Improvements
- BART to Warm Springs
- East West Corridor Project
- Union City Intermodal

July 17, 2008

Annual Report to the ACTIA Board

July 17, 2008

To Be Determined

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**Attachment D
CAC 2007/2008 Roster**

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	Name	Appointed By	Term Began	Re-apptmt.	Term Expires
1	Bobac, Robert	Mayor Janet Lockhart	Mar-07		Mar-09
2	Billmire, Bob	Mayor Marshall Kamena	Oct-02	Sep-07	Sep-09
3	Brown, Meredith	Supervisor Nate Miley	Apr-07		Apr-09
4	Castro, Norbert	Mayor Anthony Santos	Dec-07		Dec-09
5	Chinn, Val	Mayor Marshall Kamena	Dec-02	Sep-07	Sep-09
6	Cooke, Elizabeth	Mayor Anthony Santos	Oct-05	Sep-07	Oct-09
7	Dorsey, Cynthia	Supervisor Keith Carson	Feb-02	Mar-07	Mar-09
8	Ferrier, Barry	Mayor Mark Green	Jan-04	May-06	May-08
9	Gonzalez, Raymond Jr.	Mayor Mark Green	Oct-07		Oct-09
10	Handelman, Carol	Mayor Nora Davis	Sep-07		Sep-09
11	Hilliard, Frances	Supervisor Alice Lai-Bitker	Jun-02	Apr-05	Jun-07
12	Hilson, Joseph	Mayor Roberta Cooper/Mayor Marshall Kamena	Dec-06		Dec-08
13	Jindal, Dr. Roop	Supervisor Scott Haggerty	Oct-03	Oct-05	Oct-07
14	Kastiotis, Dimirtis	Supervisor Gail Steele	Dec-07		Dec-09
15	Kent, Christopher	Supervisor Alice Lai-Bitker	Jan-07		Jan-09
16	LePell, Audrey	Supervisor Gail Steele	May-04	Jan-07	Jan-09
17	Schaub, Bill	Mayor Janet Lockhart	Mar-06		Mar-08
18	Sebastian, Nicholas	Mayor Nora Davis	Sep-07		Sep-07
19	Souders-Mahanpour, Catherine	Mayor Mark Green	Oct-02	Sep-07	Sep-09
20	Stocking, Gerarda	Supervisor Scott Haggerty	Oct-03	Oct-05	Oct-07
21	Wang, Victoria O.	Mayor Anthony Santos	May-07		May-09
22	Washington, Ronald	Supervisor Keith Carson	Feb-02	Mar-07	Mar-09
23	Zukas, Hale	Supervisor Keith Carson	Feb-02	Mar-07	Mar-09
24	Zutshi, Jeevan	Supervisor Scott Haggerty	Dec-07		Dec-09
25	Vacancy	Councilmember Henry Chang			
26	Vacancy	Councilmember Henry Chang			
27	Vacancy	Councilmember Henry Chang			
28	Vacancy	Mayor Nora Davis			
29	Vacancy	Supervisor Alice Lai-Bitker			
30	Vacancy	Mayor Janet Lockhart			
31	Vacancy	Supervisor Nate Miley			
32	Vacancy	Supervisor Nate Miley			
33	Vacancy	Supervisor Gail Steele			