

TRANSPAC
Transportation Partnership and Cooperation
Meeting Notice and Agenda

THURSDAY, FEBRUARY 13, 2020

REGULAR MEETING
9:00 A.M. to 11:00 A.M.

Pleasant Hill City Hall – Community Room
100 Gregory Lane, Pleasant Hill

TRANSPAC reserves the right to take formal action on any item included on this agenda, whether or not a form of resolution, motion, or other indication that action will be taken is included on the agenda or attachments thereto.

1. **CONVENE REGULAR MEETING / PLEDGE OF ALLEGIANCE / SELF-INTRODUCTIONS**
2. **PUBLIC COMMENT.** At this time, the public is welcome to address TRANSPAC on any item not on this agenda. Please complete a speaker card and hand it to a member of the staff. Please begin by stating your name and address and indicate whether you are speaking for yourself or an organization. Please keep your comments brief. In fairness to others, please avoid repeating comments.

ACTION ITEMS

3. **CONSENT AGENDA**
 - a. **MINUTES OF THE DECEMBER 12, 2019 MEETING** 🌀 **Page 5**

Attachment: Minutes of the December 12, 2019 meeting

END CONSENT AGENDA

4. **TRANSPAC COMMITTEE APPOINTMENT – CCTA CBPAC APPOINTMENT FOR THE TERM JANUARY 1, 2020 TO DECEMBER 31, 2021.** TRANSPAC has an appointed resident (i.e. non-agency staff) position on the Contra Costa Transportation Authority (CCTA) Countywide Bicycle and Pedestrian Advisory Committee (CBPAC). 🌀 **Page 11**

ACTION RECOMMENDATION: Approve City of Walnut Creek resident David German to fill the CBPAC position.

Attachment: Staff Report

5. **INNOVATE 680 – REQUEST FOR NOMINATIONS FOR POLICY AND TECHNICAL ADVISORY COMMITTEES.** Interstate 680 (I-680) is ranked as the 8th most congested corridor in the San Francisco Bay Area. Commuters and travelers on I-680 experience significant delays and inconsistent flow of traffic in both directions. Innovate 680 is a program of projects that promotes an integrated approach to redefining mobility and addressing the increasing congestion on I-680 through seven key strategies that range from completing the High Occupancy Vehicle (HOV) lanes to deploying a suite of technologies to improve traffic flow. CCTA staff proposed the formation of a Policy Advisory Committee (PAC) and Technical Advisory Committee (TAC) to ensure close coordination and help guide Innovate 680. TRANSPAC made initial appointments for these committees in 2017. 🌀 **Page 13**

ACTION RECOMMENDATION: Accept project status report from CCTA staff and confirm previously made appointments or identify other individuals to serve on the CCTA Innovate 680 PAC (as a primary or alternate) and the TAC members identified by the TRANSPAC TAC.

Attachment: Staff Report

6. **ACCEPT TRANSPAC ANNUAL FINANCIAL REPORT AS OF JUNE 30, 2019 AND 2018 WITH INDEPENDENT AUDITORS' REPORT.** TRANSPAC policy calls for an independent audit to be made by a certified public accountant to ensure TRANSPAC is complying with JPA defined requirements and Government Code Section 6505 regarding strict accountability of funds.. 🌀 **Page 19**

ACTION RECOMMENDATION: Accept the Annual Financial Report as of June 30, 2019 and 2018 with Independent Auditors' Reports thereon.

Attachment: Staff Report

INFORMATIONAL ITEMS

7. **MEASURE J LINE 20A FUNDS PROGRAM – FY 2020/2021 AND FY 2021/2022 PROGRAMMING CYCLE.** The CCTA Measure J line 20a program provides funds for Transportation Services for Seniors & People with Disabilities in the TRANSPAC area. TRANSPAC is responsible for recommendations on how the Line Item 20a funds are to be used. Measure J Line 20a funds are expected to generate about \$918,000 over the two-year programming period. Program applications were requested to be submitted by January 24, 2020. INFORMATION ITEM. 🌀 **Page 43**

Attachment: Staff Report

8. **TRANSPAC QUARTERLY FINANCIAL REPORT.** The TRANSPAC JPA calls for the reporting of certain financial information on a quarterly basis. INFORMATION ITEM 🌀 **Page 53**

Attachment: Staff Report

9. **2020 TRANSPAC MEETING CALENDAR.** The TRANSPAC Board is requested to review and comment on the proposed meeting schedule.
INFORMATION ITEM 🌀 **Page 57**

Attachment: Staff Report

10. **TRANSPAC CCTA REPRESENTATIVE REPORTS**
11. **CCTA EXECUTIVE DIRECTOR'S RERPORT REGARDING AUTHORITY ACTIONS / DISCUSSION ITEMS** 🌀 **Page 59**

Attachment: CCTA Executive Director Randell H. Iwasaki's Report dated January 15, 2020.

12. **ITEMS APPROVED BY THE CCTA FOR CIRCULATION TO THE REGIONAL TRANSPORTATION PLANNING COMMITTEES AND RELATED ITEMS OF INTEREST**
🌀 **Page 61**

Attachment: CCTA Executive Director Randell H. Iwasaki's RTPC Memos dated January 2, 2020 and January 22, 2020.

13. **TAC ORAL REPORTS BY JURISDICTION:** Reports from Clayton, Concord, Martinez, Pleasant Hill, Walnut Creek, and Contra Costa County, if available.
🌀 **Page 65**

- TRANSPAC – Meeting summary letter dated January 22, 2020.
- TRANSPAN – The January 9, 2020 meeting was canceled. The next Meeting is scheduled for February 13, 2020.
- SWAT – Meeting Summary Letters dated December 13, 2019 and January 8, 2020. The last meeting was held February 3, 2020.
- WCCTAC – The regularly scheduled meeting was held on January 24, 2020. The next meeting will be held on February 28, 2020.

- Street Smarts Programs in the TRANSPAC Region can be found at: <https://streetsmartsdiablo.org/events/>
- County Connection Fixed Route Monthly Report: http://countyconnection.com/wp-content/uploads/2019/12/7a.-Fixed-Route-Rpt_November-2019.pdf
- County Connection Link Monthly Report: <http://countyconnection.com/wp-content/uploads/2019/12/7b.-MOPS.pdf>
- CCTA Project Status Report may be downloaded at: <https://www.ccta.net/wp-content/uploads/2020/01/QPSR-Oct-Dec-2019.pdf>
- The next meeting of the CCTA Board is scheduled for February 19, 2020. The agenda is not yet available.
- The CCTA Administration & Projects Committee (APC) meeting for February 6, 2020 may be downloaded at:
http://ccta.granicus.com/AgendaViewer.php?view_id=1&event_id=1141
- The CCTA Planning Committee meeting for February 6, 2020 was cancelled.
- The CCTA Calendar for January to March 2020, may be downloaded at:
https://ccta.granicus.com/MetaViewer.php?view_id=1&clip_id=499&meta_id=48447

14. **BOARDMEMBER COMMENTS**
15. **MANAGING DIRECTOR'S REPORT**
16. **ADJOURN / NEXT MEETING**

The next meeting is scheduled for March 12, 2020 at 9:00 A.M. in the Community Room at Pleasant Hill City Hall unless otherwise determined.

TRANSPAC Committee Meeting Summary Minutes

MEETING DATE: December 12, 2019

MEMBERS PRESENT: Sue Noack, Pleasant Hill (Chair); Carlyn Obringer, Concord (Vice Chair); Loella Haskew, Walnut Creek; Julie Pierce, Clayton; Mark Ross, Martinez

PLANNING COMMISSIONERS PRESENT: John Mercurio, Concord; Mark Weinmann, Concord;

STAFF PRESENT: Abhishek Parikh, Concord; Eric Hu, Pleasant Hill; Robert Sarmiento, Contra Costa County; Ruby Horta, County Connection; Bob Pickett, Walnut Creek; Andy Smith, Walnut Creek; Matt Todd, TRANSPAC Managing Director; Tiffany Gephart, Gray Bowen Scott; and Debby Chernila, Gray Bowen Scott

GUESTS/PRESENTERS: Barbara Laurenson, MTC

MINUTES PREPARED BY: Debby Chernila

1. Convene Regular Meeting / Pledge of Allegiance / Self-Introductions

Chair Sue Noack call the meeting to order at 9:02 A.M. and led the pledge of allegiance; introductions followed.

2. Public Comments

There was no comment from the public.

3. Consent Agenda

a. Minutes of the November 14, 2019 Meeting

On motion by Commissioner Julie Pierce, seconded by Vice Chair Carlyn Obringer to adopt the Consent Agenda, as submitted. The motion was adopted by unanimous vote of the members present (Noack, Obringer, Haskew, Pierce, Ross)

4. Election of TRANSPAC Chair and Vice Chair

Vice Chair Carlyn Obringer has accepted the nomination for Chair for the new term of February 1, 2020 through January 31, 2021. Commissioner Mark Ross has accepted the nomination for Vice Chair for the term February 1, 2020 through January 31, 2021.

On motion by Chair Noack, seconded by Commissioner Loella Haskew to elect Carlyn Obringer as Chair for the term of February 1, 2020 through January 31, 2021. The motion was adopted by unanimous vote of the members present (Noack, Obringer, Haskew, Pierce, Ross)

On motion by Commissioner Julie Pierce, seconded by Vice Chair Carlyn Obringer to elect Mark Ross as Vice Chair for the term of February 1, 2020 through January 31, 2021. The motion was adopted by unanimous vote of the members present (Noack, Obringer, Haskew, Pierce, Ross)

5. Appointment of TRANSPAC Representative to the CCTA

Currently, Commissioner Julie Pierce is the TRANSPAC representative to the CCTA and Commissioner Carlyn Obringer is the alternate for the two-year term through January 31, 2020. Commissioner Pierce accepted the reappointment, with Commissioner Obringer continuing as the alternate for the term February 1, 2020 through January 31, 2022.

On motion by Commissioner Loella Haskew, seconded by Commissioner Carlyn Obringer to reappoint Commissioner Julie Pierce for the term February 1, 2020 through January 31, 2022. The motion was adopted by unanimous vote of the members present (Noack, Obringer, Haskew, Pierce, Ross)

On motion by Commissioner Loella Haskew, seconded by Commissioner Pierce to reappoint Commissioner Carlyn Obringer for the term February 1, 2020 through January 31, 2022. The

motion was adopted by unanimous vote of the members present (Noack, Obringer, Haskew, Pierce, Ross)

6. TRANSPAC Managing Director Contract Amendment

There was discussion regarding the hourly rate of the Clerk. A quarterly report will be provided to the Board, beginning in April of 2020, and will outline the tasks of both the Managing Director and the Clerk of the Board. At last month's meeting, a combined total was approved for both the Managing Director and Clerk positions. Based on the information that will be given in the quarterly reports, it will be decided if more detailed information is needed to next year.

On motion by Commissioner Loella Haskew, seconded by Vice Chair Carlyn Obringer to approve contract Amendment #6 with GBS, as amended with rates, to provide Managing Director and Clerk of the Board services for a term through the current fiscal year (FY 2019/2020) for a time and materials contract that will add \$146,597 in value to the contract. The motion was adopted by unanimous vote for the members present (Haskew, Noack, Obringer, Pierce, Ross)

7. Measure J Line 20A Funds Program – FY 2020/2021 and FY 2021/2022

Managing Director Matt Todd introduced the item. The CCTA Measure J line 20a program provides funds for Transportation Services for Seniors and People with Disabilities in the TRANSPAC area. TRANSPAC is responsible for recommendations on how the funds are to be used in Central County. There will be a call for projects for the next two-year cycle of funds (2020/2021 and 2021/2022). The funds represent ½ of a percent of total Measure J revenues and are expected to generate approximately \$918,000 over the two-year period. A balance of \$870,000 will be carried over, resulting in a total of \$1.78 million funds available. The \$870,000 will be broken into two categories: 1) \$500,000 for Cash Flow Reserve, and 2) \$370,000 for Operations/Capital Reserve.

Mr. Todd noted that late January is the deadline for applications for projects. In order to broaden the reach of applicants, Mr. Todd will ask CCTA to put a link on their website and will ask CCTA to put out a tweet. Commissioner Pierce suggested that individual cities post this on their websites.

Commissioner Pierce wants to get documentation, from current providers who are going to reapply, of a breakdown by zip code of the number of patrons served. The goal is to broaden the reach of seniors served.

There will be an Application review at the February 2020 meeting. There will be a Board Review of the Draft Programs in April 2020, and a Final Board Approval in May 2020.

On motion by Commissioner Julie Pierce, seconded by Commissioner Loella Haskew to approve the call for projects and application material for the Measure J Line 20a Program for FY 2020/2021 and 2021/2022. The motion was adopted by unanimous vote for the members present (Haskew, Noack, Obringer, Pierce, Ross)

8. I-680 Contra Costa Express Lane – Operations Policies

This is an information item. Barbara Laurenson from MTC (Metropolitan Transportation Commission) gave a presentation. MTC operates the express lane system in the Bay Area. MTC is proposing two operational policy revisions for the I-680 Contra Costa Express Lanes: 1) Raise the minimum toll from 30 cents to 50 cents to cover the costs of tolling, and 2) Charge Clean Air Vehicles (CAV) a ½ price toll. These will be considered at the January 2020 BAIFA Board meeting. The State is going in the direction of charging Clean Air Vehicles a toll, and the goal is to have consistency across all express lanes, and mobility.

Chair Noack recommended that BAIFA conduct an assessment to see if all lanes were benefitting from increased mobility, not just the HOV lanes.

Ms. Laurenson stated that some feedback from their online Open House regarding the changes was that people thought discounts should be going to lower income individuals, and not necessarily to clean air vehicles. Some cities and stakeholders think climate change is #1 on the list of goals and want to encourage more people to buy clean air vehicles. MTC is going to do an equity study. CCTA is aware of the proposed changes. Commissioner Pierce recommended that CCTA should hear the presentation from Barbara.

9. 2020 TRANSPAC Meeting Calendar

The Board is looking for alternate dates for April and May. Commissioner Pierce will not be attending the meetings in February or March. She will be in Washington, D.C. the week of February 13th with CCTA for a legislative trip.

10. TRANSPAC CCTA Representative Reports

Commissioner Haskew's meeting was cancelled.

Commissioner Pierce reported that the group initiated the integrated mobility study with Alameda County for the I-880 corridor. The annual audit reports were accepted. Mark Watts

gave a summary of legislative news. There was a presentation on the autonomous vehicle program. There was a discussion of the I-80 San Pablo Dam Road Interchange Improvements in Phase 1 and entered into an agreement for legal representation against the water district to get back costs for repairs.

11. CCTA Executive Director's Report Regarding Authority Actions/Discussion Items

The reports are attached.

12. Items Approved by the Contra Costa Transportation Authority for Circulation to the Regional Transportation Planning Committee and Related Items of Interest

There were no comments.

13. TAC Oral Reports by Jurisdiction

There were no comments.

14. Boardmember Comments

Commissioner Obringer thanks Chair Noack for her hard work during the year and to acknowledge her work around the TEP.

15. Managing Director's Reports

Managing Director Todd stated that at the start of the new year, we will collect letters from the City's for appointments. He introduced Tiffany Gephart as the new Clerk of the Board. Her last job was with the Solano Transportation Authority.

16. Adjourn/Next Meeting

The meeting adjourned at 10:09 A.M. The next meeting is scheduled for February 13, 2020 at 9:00 A.M. in the Community Room at Pleasant Hill City Hall unless otherwise determined.

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TRANSPAC Board Meeting **STAFF REPORT**

Meeting Date: February 13, 2020

Subject:	TRANSPAC COMMITTEE APPOINTMENT – CCTA CBPAC APPOINTMENT FOR THE TERM JANUARY 1, 2020 TO DECEMBER 31, 2021
Summary of Issues	TRANSPAC has an appointed resident (i.e. non-agency staff) position on the Contra Costa Transportation Authority (CCTA) Countywide Bicycle and Pedestrian Advisory Committee (CBPAC).
Recommendations	Approve City of Walnut Creek resident David German to fill the CBPAC position.
Financial Implications	None
Options	Perform additional outreach to identify other candidates
Attachments	A. Letter from David German

Background

The two-year term of Tony Phillips, a resident of Walnut Creek, ended December 31, 2019. Mr. Phillips is a member of Bike Walnut Creek, Bike Concord and Bike East Bay and a user of active transportation modes. Mr. Phillips has expressed interest in continuing, but has also noted that he would step aside if another individual could provide better attendance.

TRANSPAC TAC discussed this item on October 31, 2019 and December 10, 2019. TAC Members reached out to potential candidates and organizations that may have members interested in serving on the CBPAC.

David German has been proposed to replace Tony Phillips. Mr. German is recently retired from a position as a policy director for the local city government in the Bay Area and has indicated that he believes he can participate in the CBPAC. His history and experience include:

- Vice chair of Walnut Creek Transportation Commission - Charged with reviewing staff plans and budget for multimodal transportation in Walnut Creek,
- Member of several bicycle meet up groups,
- Well versed in local government policies and procedures,
- Avid road cyclist though with a recent illness he has converted to recumbent tricycle bike, and
- ADA advocate.

No additional candidates were identified through additional TRANSPAC TAC outreach. The TRANSPAC TAC recommended the appointment of David German.

Matt Todd
Managing Director, TRANSPAC

February 5, 2020

Dear Matt,

It is my honor to be nominated for the TRANSPAC appointed resident position on the Countywide Bicycle and Pedestrian Advisory Committee (CBPAC).

For over 30 years, I have resided in Walnut Creek and used the bike and walking trails for commuting and recreation thru biking, walking, and running. This affords me a thorough knowledge and appreciation of all that they offer our community.

Since my professional retirement last year, I have been even more active on the trails using my recumbent tri-cycle. This gives me additional perspective on the uses and challenges for those with disabilities.

Having served four years thus far on the Walnut Creek Transportation Commission, I welcome the opportunity to represent the TRANSPAC subregion on the CBPAC.

There are many shared goals for transportation in Central Contra Costa County and I hope to work hard and support positive results for our community.

Warm Regards,

David German

TRANSPAC Board Meeting *STAFF REPORT*

Meeting Date: February 13, 2020

Subject:	Innovate 680 – Request for Nominations for Policy and Technical Advisory Committees
Summary of Issues	Interstate 680 (I-680) is ranked as the 8th most congested corridor in the San Francisco Bay Area. Commuters and travelers on I-680 experience significant delays and inconsistent flow of traffic in both directions. Innovate 680 is a program of projects that promotes an integrated approach to redefining mobility and addressing the increasing congestion on I-680 through seven key strategies that range from completing the High Occupancy Vehicle (HOV) lanes to deploying a suite of technologies to improve traffic flow. CCTA proposed the formation of a Policy Advisory Committee (PAC) and Technical Advisory Committee (TAC) to ensure close coordination and help guide Innovate 680. TRANSPAC made initial appointments for these committees in 2017.
Recommendations	Accept project status report from CCTA staff and confirm previously made appointments or identify other individuals to serve on the CCTA Innovate 680 PAC (as a primary or alternate) and the TAC members identified by the TRANSPAC TAC.
Financial Implications	None
Options	TRANSPAC could identify alternates if appropriate
Attachments	A. TRANSPAC Appointments Transmitted to CCTA (December 2017) B. CCTA Innovate 680 Fact Sheet

Background

Interstate 680 (I-680) is ranked as the 8th most congested corridor in the San Francisco Bay Area. Commuters and travelers on I-680 experience significant delays and inconsistent flow of traffic in both directions. These delays are expected to continue in the foreseeable future. Expanding and widening I-680 or building a rail service in the corridor would be very costly.

Innovate 680 is a program of projects that promotes an integrated approach to redefining mobility and addressing the increasing congestion on I-680 through seven key strategies that range from completing the High Occupancy Vehicle (HOV) lanes to deploying a suite of technologies to improve traffic flow. CCTA proposed the formation of a Policy Advisory Committee (PAC) and Technical Advisory Committee (TAC) to ensure close coordination and help guide Innovate 680.

Each jurisdiction along the corridor is proposed to be represented on the committees. The PAC will be made of elected officials while the TAC will be comprised of technical staff from the jurisdictions. In addition to local jurisdictions, it is also proposed the County Connection, Wheels, and BART each have a representative on both committees. CCTA has also requested alternates be identified where appropriate. The PAC and TAC will each have 11 and 10 members representing Martinez, Concord, Pleasant Hill, Walnut Creek, Contra Costa County, San Ramon, Danville, County Connection, Wheels, and BART. The committees are expected to meet at least quarterly to assess progress and provide input on the various projects that make up Innovate 680.

In December 2017 TRANSPAC also nominated Abhishek Parikh to assist the CCTA staff in procurement activities related to Innovate 680 program/projects.

CCTA has received the following appointment information to date. CCTA staff has noted that PAC alternates are not required to be a TRANSPAC Boardmember.

Policy Advisory Committee (PAC) Appointments

Jurisdiction	Elected Representative	Alternate
City of Concord	Carlyn Obringer	
City of Martinez	Mark Ross	
City of Pleasant Hill	Sue Noack	
City of Walnut Creek	Loella Haskew	
Contra Costa County – District IV	Karen Mitchoff	
City of San Ramon	Scott Perkins	
Town of Danville	Renee Morgan	
Contra Costa County - District II	Candace Andersen	
County Connection	Robert Storer	Kevin Wilk
BART		
Wheels		

Note: CCTA quorum if more than five appointed members are on CCTA board as members or alternates.

Technical Advisory Committee (TAC) Appointments

Jurisdiction	Staff Representative	Alternate
City of Concord	Abhishek Parikh	Virendra Patel
City of Martinez	Lynne Filson	Scott Alman
City of Pleasant Hill	Eric Hu	Mario Moreno
City of Walnut Creek	Smadar Boardman	Matt Redmond
Contra Costa County – District II & IV	Monish Sen	Robert Sarmiento
City of San Ramon	Lisa Bobadilla	
Town of Danville	Andy Dillard	
County Connection	Ruby Horta	
BART		
Wheels		

Note: CCTA TCC quorum if more than 11 appointed members are TCC members or alternates.

Project Innovate 680 (# 8009)
Sponsor Contra Costa Transportation Authority
Subregion Central and Southwest County

Scope

Implement the following strategies:

Strategy No. 1: Complete HOV/Express Lanes

Eliminate the gap in existing carpool lanes in the NB direction and convert to an express lane to increase efficiency.

Strategy No. 2: Cool Corridor “Hot Spots”

Improve congestion “hot spots” caused by high-volume weaving areas around N. Main Street, Lawrence Way, Treat Blvd, and other locations south of SR 24 (Livorna Road, etc.). This strategy will be completed with Strategy 1 since they are interdependent.

Strategy No. 3: Increase Efficiency of Bus Service

Increase bus service efficiency by improving express bus service, implementing bus operations on shoulder (BOS), and increasing technology-based intermodal transit centers/managed park & ride lots.

Strategy No. 4: Enhance TDM Strategies

Provide enhanced 511 mobile app providing options to make informed decisions about mode choice, travel time, and cost per trip.

Strategy No. 5: Provide First Mile/Last Mile Connections

Implement Shared Autonomous Vehicles (SAVs) to improve transit connectivity and to shift travelers from Single Occupant Vehicles (SOVs).

Strategy No. 6: Innovative Operational Strategies

Deploy a suite of technology-based solutions to maximize the efficiency of the roadway system integrating adaptive ramp metering, integrated corridor management, incident management, and decision support systems.

Strategy No. 7: Prepare Corridor for the Future

Prepare corridor to accommodate the evolution of CV applications and AV technologies for improved traffic flow by building new and upgraded vehicle-to-infrastructure and vehicle-to-vehicle communications.

Status

- The Project Study Report/Project Development Study (PSR/PDS) for the I-680 NB Express Lane project (Strategies 1 & 2) was approved in January 2019. Environmental Clearance work started in July 2019.
- PSR/PR work on BOS project started in April 2019.

Issues/Areas of Concern

- Significant funding is needed to complete project.
- BOS may require special legislation and will need CHP approval.

Update from Previous Quarterly Report

- The selected Corridor Manager is now under contract and developing the Corridor Management Plan to guide implementation of the program.
- *I-680 NB Express Lane (Strategy 1 & 2)* –
 - Traffic data collection has taken place through the Traffic Discipline consultant.
- *Bus on Shoulder (Strategy 3a)* – Meetings with stakeholders are ongoing. KHA is preparing the Concept of Operations Report.
- *Transit Improvements (Strategy 3b)* – The Authority approved Contract 532 with KHA to prepare the feasibility study for the Shared Mobility Hub, part of Strategy 4 of the project.
- *Advanced Technologies (Strategy 4-7)* – Caltrans completed the Project Initiation Document for ramp metering on June 28, 2019. Discussions are ongoing related to potential future SHOPP funding for project.

Location



Schedule

	NB HOV Strategy 1-2	BOS Strategy 3a	Technology Strategy 4-7	Bus Service Strategy 3b
Planning	2017-2018	2017-2019	2017-2019	2017-2019
Env. Clearance	2019-2021	2019-2020	2019-2020	2019-2020
Design	2020-2022	2020-2021	2020-2021	2019-2020
Right of Way/Utilities	2021-2022	2020-2021	2020-2021	2020-2021
Construction	2023-2025	2021-2022	2021-2022	2021-2022
Post Construction	—	—	—	—

Estimated Cost by Phase (\$ 000s)

	NB HOV Strategy 1-2	BOS Strategy 3a	Technology Strategy 4-7	Bus Service Strategy 3b
Project Management	\$4,500	\$200	\$900	\$600
Planning	600	750	1,000	600
Env. Clearance	10,000	567	2,900	1,000
Design	34,000	1,438	5,400	1,500
Right of Way/Utilities	5,000	—	—	12,000
Construction Mgmt.	43,000	1,145	6,500	3,500
Construction	292,900	5,000	36,000	39,000
Total	\$390,000	\$9,100	\$52,700	\$58,200

**operations costs estimated at \$18 million/year not included

Funding by Source (\$ 000s)

	NB HOV Strategy 1-2	BOS Strategy 3a	Technology Strategy 4-7	Bus Service Strategy 3b
Measure J ¹	\$6,584	\$4,100	\$2,316	\$2,000
STMP (TVTD)	—	—	2,000	—
MTC (STP)	14,205	—	—	—
Measure J (TLC)	—	—	—	1,500
SB1-LPP Formulaic	2,286	—	—	—
Regional Measure 3	75,000	5,000	1,800	3,200
TBD (shortfall)	291,925	—	46,584	51,500
Total	\$390,000	\$9,100	\$52,700	\$58,200

¹\$4 million in Measure J funds was exchanged for STP funds.

TRANSPAC

Transportation Partnership and Cooperation

Clayton, Concord, Martinez, Pleasant Hill, Walnut Creek and Contra Costa County
1676 North California Boulevard, Suite 400
Walnut Creek, CA 94596
(925) 937-0980

December 26, 2017

Randell H. Iwasaki
Executive Director
Contra Costa Transportation Authority
2999 Oak Road, Suite 100
Walnut Creek, CA 94597

Re: Nominations for Innovate 680 Policy Advisory Commission

Dear Mr. Iwasaki:

At its regular meeting on December 14, 2017, the TRANSPAC Board of Directors nominated the following to serve on the Innovate 680 Policy Advisory Commission (PAC).

City of Concord	Carlyn Obringer
City of Martinez	Mark Ross
City of Pleasant Hill	Sue Noack
City of Walnut Creek	Loella Haskew
Contra Costa County	Karen Mitchoff

The staff members identified to participate on the Innovate 680 Technical Advisory Committee (TAC) are also detailed below.

City of Concord	Abhishek Parikh (To also assist CCTA in procurement activities)
City of Martinez	Tim Tucker
City of Pleasant Hill	Eric Hu
City of Walnut Creek	Rafat Raie
Contra Costa County	Monish Sen
County Connection	Ruby Horta
BART	Nikki Foletta

Please contact me if you have any questions or need additional information.

Sincerely,

A handwritten signature in blue ink that reads "Matthew Todd". The signature is written in a cursive style with a long horizontal stroke at the end.

Matthew Todd
TRANSPAC Managing Director

cc: Carlyn Obringer, City of Concord
Mark Ross, City of Martinez
Sue Noack, City of Pleasant Hill
Loella Haskew, City of Walnut Creek
Karen Mitchoff, Contra Costa County, TRANSPAC Chair

TRANSPAC Board Meeting *STAFF REPORT*

Meeting Date: February 13, 2019

Subject:	Accept TRANSPAC Annual Financial Report as of June 30, 2019 and 2018 with Independent Auditors' Report
Summary of Issues	TRANSPAC policy calls for an independent audit to be made by a certified public accountant to ensure TRANSPAC is complying with JPA defined requirements and Government Code Section 6505 regarding strict accountability of funds. The audit provides an annual snap shot of the Authority's financial position. The audit has been completed and a copy included in the attached material. Upon acceptance of the financial and audit reports, staff will distribute copies of the final materials to the TRANSPAC member agencies as well as the County Auditor (in compliance with Government Code Section 6505).
Recommendations	Accept the Annual Financial Report as of June 30, 2019 and 2018 with Independent Auditors' Reports thereon.
Financial Implications	As indicated in the attached reports.
Options	Request clarifications or provide additional comments to staff.
Attachments	A. Transmittal Letter from Cropper Accountancy Corporation dated December 19, 2019 B. TRANSPAC Annual Financial Report as of June 30, 2019 and 2018 with Independent Auditors' Reports thereon



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December 19, 2019

Board of Directors
Transportation Partnership and Cooperation

We have audited the financial statements of the governmental activities of Transportation Partnership and Cooperation for the year ended June 30, 2019. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated October 29, 2019. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Matters

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by Transportation Partnership and Cooperation are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during 2019. We noted no transactions entered into by Transportation Partnership and Cooperation during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. *There were no estimates for the year ended June 30, 2019.*

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The most sensitive disclosures affecting the financial statements were:

The disclosure of transportation improvement expenses in Note 5 to the financial statements. For the years ended June 30, 2019 and 2018, the expenses were \$7,282 and \$10,000, respectively.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated December 19, 2019.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to Transportation Partnership and Cooperation's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as Transportation Partnership and Cooperation's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

We applied certain limited procedures to management's discussion and analysis, which is required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

Restriction on Use

This information is intended solely for the information and use of the Board of Directors and management of Transportation Partnership and Cooperation and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,


CROPPER ACCOUNTANCY CORPORATION



TRANSPORTATION PARTNERSHIP AND COOPERATION
(A JOINT POWERS AUTHORITY)
ANNUAL FINANCIAL REPORT
AS OF JUNE 30, 2019 and 2018
WITH
INDEPENDENT AUDITORS' REPORTS THEREON



TRANSPORTATION PARTNERSHIP AND COOPERATION
(A JOINT POWERS AUTHORITY)
ANNUAL FINANCIAL REPORT
JUNE 30, 2019 and 2018

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INDEPENDENT AUDITORS' REPORT

Board Members
Transportation Partnership and Cooperation
Pleasant Hill, California

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities and the general fund of the Transportation Partnership and Cooperation (TransPAC), as of and for the years ended June 30, 2019 and 2018, and the related notes to the financial statements, which collectively comprise the TransPAC's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

TransPAC's management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and the general fund of TransPAC, as of June 30, 2019 and 2018, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that Management's Discussion and Analysis on pages 3-4 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.


CROPPER ACCOUNTANCY CORPORATION
Walnut Creek, CA
December 19, 2019

TRANSPORTATION PARTNERSHIP AND COOPERATION
(A JOINT POWERS AUTHORITY)
Management's Discussion and Analysis
June 30, 2019

THE PURPOSE OF THE TRANSPORTATION PARTNERSHIP AND COOPERATION:

In 1990, the six jurisdictions of Clayton, Concord, Contra Costa County, Martinez, Pleasant Hill, and Walnut Creek adopted a cooperative agreement to form the Transportation Partnership and Cooperation (TransPAC). TransPAC is responsible for the development of transportation plans, projects and programs for the Central County areas as well as the appointment of two representatives to the Contra Costa Transportation Authority who serve alternating two-year terms.

In 2014, all six jurisdictions signed a formal Joint Exercise of Powers Agreement (JPA). The purpose of the JPA was the joint preparation of a Central County Action Plan (Action Plan) for Routes of Regional Significance (RRS) and cost sharing of recommended improvements.

TransPAC adopted an update to the Action Plan in 2014. The Action Plan was updated again in 2017. The Plan is a mutual understanding and agreement on Central County transportation concerns and recommendations for improvements. The Plan also identifies specific regional transportation improvements for funding and implementation.

THE BASIC FINANCIAL STATEMENTS

The Basic Financial Statements comprise the *Statement of Net Position* and *Statement of Activities* for the Combined Government-wide and Fund Financial Statements. These statements present the TransPAC financial activities as a whole. The *Statement of Net Position* and *Statement of Activities* include all assets and liabilities using the full accrual basis of accounting similar to the accounting model used by private sector firms.

Statement of Net Position

The *Statement of Net Position* (Basic Financial Statements, page 5) is a snapshot of TransPAC's financial position at the end of the Fiscal Year (FY) 2019 and 2018. TransPAC's assets are all current assets, i.e. cash and receivables. TransPAC has no capital assets. For the years ended June 30, 2019 and 2018, net position totaled \$261,004 and \$243,778, respectively.

Table 1. Statement of Net Position as of June 30:

	<u>2019</u>	<u>2018</u>	<u>\$ Change</u>	<u>% Change</u>
Assets				
Cash and equivalents	\$ 338,425	\$ 306,827	\$ 31,598	10.3%
Interest receivable	2,552	1,217	1,335	109.7%
	<u>\$ 340,977</u>	<u>\$ 308,044</u>	<u>\$ 32,933</u>	<u>10.7%</u>
Liabilities and Net Position				
Liabilities	\$ 62,421	\$ 47,040	\$ 15,381	32.7%
Net position	<u>278,556</u>	<u>261,004</u>	<u>17,552</u>	<u>6.7%</u>
	<u>\$ 340,977</u>	<u>\$ 308,044</u>	<u>\$ 32,933</u>	<u>10.7%</u>

TRANSPORTATION PARTNERSHIP AND COOPERATION
(A JOINT POWERS AUTHORITY)
Management's Discussion and Analysis
June 30, 2019

Statement of Activities

The Statement of Activities (Basic Financial Statements, page 7) presents TransPAC's revenue and incurred expenses for the year ended June 30, 2019. All financial activities incurred for TransPAC are recorded here, including operational expenses, capital project costs, depreciation and accrued liabilities, when applicable.

Table 2. Statement of Activities for the Fiscal Years Ended June 30:

	<u>2019</u>	<u>2018</u>	<u>\$ Change</u>	<u>% Change</u>
Expenses				
Administrative	\$ 74,856	\$ 71,321	\$ 3,535	5.0%
Accounting and auditing	8,500	-	8,500	100.0%
Consulting and contractual	126,307	136,326	(10,019)	-7.3%
Maintenance	7,282	10,000	(2,718)	-27.2%
	<u>216,945</u>	<u>217,647</u>	<u>(702)</u>	<u>-.3%</u>
Revenues				
Investment income	9,497	4,917	4,580	93.1%
Membership dues	225,000	229,956	(4,956)	-2.2%
	<u>234,497</u>	<u>234,873</u>	<u>(376)</u>	<u>0.2%</u>
Change in net position	17,552	17,226	326	1.9%
Beginning net position	<u>261,004</u>	<u>243,778</u>	<u>17,226</u>	<u>7.1%</u>
Ending net position	<u>\$ 278,556</u>	<u>\$ 261,004</u>	<u>\$ 17,552</u>	<u>6.7%</u>

CONTACTING TRANSPAC'S FINANCIAL MANAGEMENT

This Management's Discussion and Analysis is intended to provide the reader with a narrative overview of TransPAC's financial statements for the year ended June 30, 2019. Questions concerning any information provided in this report or requests for additional financial information should be directed to:

Transportation Partnership and Cooperation
Matthew Todd, TransPAC Administrator
1211 Newell Avenue, Suite 200
Walnut Creek, CA 94596

TRANSPORTATION PARTNERSHIP AND COOPERATION
(A JOINT POWERS AUTHORITY)
 Combined Government-Wide and Fund Financial Statements
 Statement of Net Position and Governmental Funds Balance Sheet
 June 30, 2019

	<u>ASSETS</u>		
	<u>General Fund</u>	<u>Adjustments (Note 2)</u>	<u>Statement of Net Position</u>
Cash and cash equivalents (Note 3)	\$ 338,425	\$ -	\$ 338,425
Interest receivable	<u>2,552</u>	<u>-</u>	<u>2,552</u>
 Total Assets	 <u>\$ 340,977</u>	 <u>\$ -</u>	 <u>\$ 340,977</u>
 <u>LIABILITIES AND NET POSITION</u>			
Accounts payable	<u>\$ 62,421</u>	<u>\$ -</u>	<u>\$ 62,421</u>
 Total Liabilities	 <u>62,421</u>	 <u>-</u>	 <u>62,421</u>
Fund Balance/Net Position (Note 4)			
Committed/Restricted	<u>278,556</u>	<u>-</u>	<u>278,556</u>
 Total Liabilities and Fund Balance/Net Position	 <u>\$ 340,977</u>	 <u>\$ -</u>	 <u>\$ 340,977</u>

The accompanying notes are an integral part of these financial statements.

TRANSPORTATION PARTNERSHIP AND COOPERATION
(A JOINT POWERS AUTHORITY)
 Combined Government-Wide and Fund Financial Statements
 Statement of Net Position and Governmental Funds Balance Sheet
 June 30, 2018

	<u>ASSETS</u>		
	<u>General Fund</u>	<u>Adjustments (Note 2)</u>	<u>Statement of Net Position</u>
Cash and cash equivalents (Note 3)	\$ 306,827	\$ -	\$ 306,827
Interest receivable	<u>1,217</u>	<u>-</u>	<u>1,217</u>
 Total Assets	 <u>\$ 308,044</u>	 <u>\$ -</u>	 <u>\$ 308,044</u>
 <u>LIABILITIES AND NET POSITION</u>			
Accounts payable	\$ 47,040	\$ -	\$ 47,040
 Total Liabilities	 <u>47,040</u>	 <u>-</u>	 <u>47,040</u>
Fund Balance/Net Position (Note 4)			
Committed/Restricted	<u>261,004</u>	<u>-</u>	<u>261,004</u>
 Total Liabilities and Fund Balance/Net Position	 <u>\$ 308,044</u>	 <u>\$ -</u>	 <u>\$ 308,044</u>

The accompanying notes are an integral part of these financial statements.

TRANSPORTATION PARTNERSHIP AND COOPERATION
(A JOINT POWERS AUTHORITY)
 Combined Government-Wide and Fund Financial Statements
 Statement of Activities and
 Governmental Fund Statement of Revenues, Expenditures, and Changes in Fund Balance
 For the Year Ended June 30, 2019

	<u>General Fund</u>	<u>Adjustments (Note 2)</u>	<u>Statement of Activities</u>
General Expenditures/Expenses			
Minute taking and admin support	\$ 72,000	\$ -	\$ 72,000
Accounting and auditing services	8,500	-	8,500
Consulting and contractual services	126,307	-	126,307
Maintenance	7,282	-	7,282
Other	<u>2,856</u>	<u>-</u>	<u>2,856</u>
Total General Expenditures/Expenses	<u>216,945</u>	<u>-</u>	<u>216,945</u>
General Revenues:			
Investment income	<u>9,497</u>	<u>-</u>	<u>9,497</u>
Membership dues:			
City of Clayton	25,084	-	25,084
City of Concord	57,718	-	57,718
Contra Costa County	34,503	-	34,503
City of Martinez	32,613	-	32,613
City of Pleasant Hill	32,946	-	32,946
City of Walnut Creek	<u>42,136</u>	<u>-</u>	<u>42,136</u>
Total development fees	<u>225,000</u>	<u>-</u>	<u>225,000</u>
Total General Revenues	<u>234,497</u>	<u>-</u>	<u>234,497</u>
Change in fund balance/net position	17,552	-	17,552
Fund Balance/Net Position July 1, 2018	<u>261,004</u>	<u>-</u>	<u>261,004</u>
Fund Balance/Net Position June 30, 2019	<u>\$ 278,556</u>	<u>\$ -</u>	<u>\$ 278,556</u>

The accompanying notes are an integral part of these financial statements.

TRANSPORTATION PARTNERSHIP AND COOPERATION
(A JOINT POWERS AUTHORITY)
 Combined Government-Wide and Fund Financial Statements
 Statement of Activities and
 Governmental Fund Statement of Revenues, Expenditures, and Changes in Fund Balance
 For the Year Ended June 30, 2018

	<u>General Fund</u>	<u>Adjustments (Note 2)</u>	<u>Statement of Activities</u>
General Expenditures/Expenses			
Minute taking and admin support	\$ 68,465	\$ -	\$ 68,465
Consulting and contractual services	136,326	-	136,326
Maintenance	10,000	-	\$ 10,000
Other	<u>2,856</u>	<u>-</u>	<u>2,856</u>
Total General Expenditures/Expenses	<u>217,647</u>	<u>-</u>	<u>217,647</u>
General Revenues:			
Investment income	<u>4,917</u>	<u>-</u>	<u>4,917</u>
Membership dues:			
City of Clayton	25,628	-	25,628
City of Concord	59,297	-	59,297
Contra Costa County	35,196	-	35,196
City of Martinez	33,265	-	33,265
City of Pleasant Hill	33,600	-	33,600
City of Walnut Creek	<u>42,970</u>	<u>-</u>	<u>42,970</u>
Total membership dues	<u>229,956</u>	<u>-</u>	<u>229,956</u>
Total General Revenues	<u>234,873</u>	<u>-</u>	<u>234,873</u>
Change in fund balance/net position	17,226	-	17,226
Fund Balance/Net Position July 1, 2017	<u>243,778</u>	<u>-</u>	<u>243,778</u>
Fund Balance/Net Position June 30, 2018	<u>\$ 261,004</u>	<u>\$ -</u>	<u>\$ 261,004</u>

The accompanying notes are an integral part of these financial statements.

TRANSPORTATION PARTNERSHIP AND COOPERATION
(A JOINT POWERS AUTHORITY)
Notes to the Financial Statements
June 30, 2019 and 2018

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Reporting Entity

The Transportation Partnership and Cooperation (TransPAC) is a joint powers authority (JPA) organized by the County of Contra Costa, and the Cities of Clayton, Concord, Martinez, Pleasant Hill, and Walnut Creek. The TransPAC accounting records are currently administered by the City of Pleasant Hill. TransPAC was created to administer membership fees for the planning and implementation of sub-regional transportation projects. There are no separate legal entities that are a part of TransPAC's reporting entity.

TransPAC applies all applicable GASB pronouncements for certain accounting and financial reporting guidance. In December of 2010, GASB issued GASBS No. 62, Codification of Accounting and Financial Reporting Guidance Contained in Pre-November 30, 1989 FASB and AICPA Pronouncements. This statement incorporates pronouncements issued on or before November 30, 1989 into GASB authoritative literature. This includes pronouncements by the Financial Accounting Standards Board (FASB), Accounting Principles Board Opinions (APB), and the Accounting Research Bulletins of the American Institute of Certified Public Accountants' (AICPA) Committee on Accounting Procedure, unless those pronouncements conflict with or contradict with GASB pronouncements.

B. Basis of Presentation

Government-wide Financial Statements:

The Statement of Net Position and Statement of Activities display information about the reporting government as a whole. They include all funds of the reporting entity except for fiduciary funds. Governmental activities generally are financed through taxes, intergovernmental revenues, and other nonexchange revenues. TransPAC has one governmental activity as described below:

Governmental Funds

General Fund – The General Fund is the general operating fund of TransPAC and is always classified as a major fund. It is used to account for all activities except those legally or administratively required to be accounted for in other funds.

TRANSPORTATION PARTNERSHIP AND COOPERATION
(A JOINT POWERS AUTHORITY)
Notes to the Financial Statements
June 30, 2019 and 2018

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Fund Financial Statements:

Fund financial statements of the reporting entity are organized into funds, each of which is considered to be separate accounting entities. Each fund is accounted for by providing a separate set of self-balancing accounts that constitute its assets, liabilities, fund equity, revenues, and expenditures/expenses. Funds are organized into three major categories: governmental, proprietary, and fiduciary. An emphasis is placed on major funds within the governmental and proprietary categories. A fund is considered major if it is the primary operating fund of TRANSPAC or meets the following criteria:

1. Total assets, liabilities, revenues or expenditures/expenses of that individual governmental or enterprise fund are at least 10 percent of the corresponding total for all funds of that *category or type*; and
2. Total assets, liabilities, revenues, or expenditures/expenses of the individual governmental fund or enterprise fund are at least 5 percent of the corresponding total for all governmental and enterprise funds combined.

C. Measurement Focus and Basis of Accounting

Measurement focus is a term used to describe “which” transactions are recorded within the various financial statements. Basis of accounting refers to “when” revenues and expenditures or expenses are recognized in the accounts and reported in the financial statements regardless of the measurement focus applied.

Measurement Focus

On the Government-wide Statement of Net Position and the Statement of Activities, governmental activities are presented using the economic resources measurement focus. The accounting objective of this measurement focus is the determination of operating income, changes in net position (or cost recovery) and financial position. All assets and all liabilities (whether current or noncurrent) associated with the operation of these funds are reported.

In the fund financial statements, the "current financial resources" measurement focus is used for all Governmental Funds; with this measurement focus, only current assets and current liabilities generally are included on their balance sheets. Their operating statements present sources and uses of available spendable financial resources during a given period. These funds use fund balance as their measure of available spendable financial resources at the end of the period.

TRANSPORTATION PARTNERSHIP AND COOPERATION
(A JOINT POWERS AUTHORITY)
Notes to the Financial Statements
June 30, 2019 and 2018

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Basis of Accounting

In the government-wide Statement of Net Position and Statement of Activities, governmental activities are presented using the accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recorded when the liability is incurred or economic asset used. Revenues, expenses, gains, losses, assets and liabilities resulting from exchange and exchange-like transactions are recognized when the exchange takes place.

In the fund financial statements, governmental funds are presented on the modified accrual basis of accounting. Under this modified accrual basis of accounting, revenues are recognized when "measurable and available". Measurable means knowing or being able to reasonably estimate the amount. Available means collectible within the current period or soon enough thereafter to pay current liabilities. TransPAC defines available to be within 60 days of year-end.

D. Cash and Investments

TransPAC cash and investments are held by the City of Pleasant Hill as part of the City's pooled cash. The funds are invested in accordance with the State Investment Policy established pursuant to the State Law. All monies not required for immediate expenditure are invested or deposited to earn maximum yield consistent with safety and liquidity.

Investments are carried at fair value, which is based on quoted market price if applicable. Otherwise, the fair value hierarchy is as follows:

Level 1 – Values are unadjusted quoted prices on active markets for identical assets or liabilities at the measurement date.

Level 2 – Inputs, other than quoted prices, included within Level 1 that are observable for the asset or liabilities at the measurement date.

Level 3 – Certain inputs are unobservable inputs (supported by little or no market activity, such as TransPAC's best estimate of what hypothetical market participants would use to determine a transaction price for the asset or liability at the reporting date).

TransPAC invests in the California Local Agency Investment Fund (LAIF), which is part of the Pooled Money Investment Account operated by the California State Treasurer. LAIF funds are invested in high quality money market securities and are managed to insure the safety of the portfolio. A portion of LAIF's investments are in structured notes and asset-backed securities.

LAIF determines fair value on its investment portfolio based on market quotations for these securities where market quotations are readily available, and on amortized cost or best estimate for those securities where market value is not readily available.

TRANSPORTATION PARTNERSHIP AND COOPERATION
(A JOINT POWERS AUTHORITY)
Notes to the Financial Statements
June 30, 2019 and 2018

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

E. Receivables

Receivables recorded in the financial statements are net of any allowance for doubtful accounts. Any doubtful accounts at June 30, 2019 and 2018 were not considered material.

F. Revenue Recognition – Membership Dues

Membership dues are assessed annually to each of the six member jurisdictions.

G. Budget Comparison

Under GASB No. 34, budgetary comparison information is required to be presented for the general fund and each major special revenue fund with a legally adopted budget. TransPAC is not legally required to adopt a budget for the general fund. Therefore, budget comparison information is not included in TransPAC's financial statements.

H. Equity Classifications

Government-wide Statements

Net position is the excess of all TransPAC's assets over all its liabilities, regardless of fund. Net position is divided into three categories under GASB Statement 34. These categories apply only to net position, which is determined at the Government-wide level, and are described below:

1. Invested in capital assets, net of related debt - Consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.
2. Restricted net position - Consists of net position with constraints place on the use either by (1) external groups such as creditors, grantors, contributors, or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislation.
3. Unrestricted net position - All other components of net position that do not meet the definition of "restricted" or "invested in capital assets, net of related debt."

TRANSPORTATION PARTNERSHIP AND COOPERATION
(A JOINT POWERS AUTHORITY)
Notes to the Financial Statements
June 30, 2019 and 2018

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Fund Statements

The governmental fund financial statements present fund balances based on classifications that comprise a hierarchy that is based primarily on the extent to which TransPAC is bound to honor constraints on the specific purposes for which amounts in the respective governmental funds can be spent. The classifications used in the governmental fund financial statements are as follows:

1. Nonspendable- Amounts that cannot be spent because they are either (a) not in spendable form or (b) legally or contractually required to be maintained intact.
2. Restricted - Amounts that are restricted for specific purposes when constraints placed on the use of resources are either (a) externally imposed by creditors, grantors, contributors, laws, or regulations of other governments or (b) imposed by law through constitutional provisions or enabling legislation.
3. Committed - Amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the government's highest level of decision-making authority.
4. Assigned - Amounts that are constrained by the government's intent to be used for specific purposes, but are neither restricted or committed.
5. Unassigned - Amounts that do not meet classifications 1 – 4 above.

Further detail about TransPAC's fund balance classification is described in Note 4.

NOTE 2. ADJUSTMENTS FROM FUND BASIS TO GOVERNMENT-WIDE BASIS

The following is a summary of adjustments to the financial statements to comply with GASB 34.

	2019	2018
Receivables		
Fund basis	\$ 2,552	\$ 1,217
Adjustment	-	-
Government-wide basis	\$ 2,552	\$ 1,217

TRANSPORTATION PARTNERSHIP AND COOPERATION
(A JOINT POWERS AUTHORITY)
Notes to the Financial Statements
June 30, 2019 and 2018

NOTE 3. CASH AND INVESTMENTS

The cash and investments of TransPAC are maintained and tracked with the funds of the City of Pleasant Hill. TransPAC considers cash and investment amounts with original maturities of three months or less to be cash equivalents.

Cash and Investments consisted of the following at June 30:

	2019	2018
Cash in banks	\$ 36,796	\$ 359
Local Agency Investment Fund	301,629	306,468
Total cash and investments	\$ 338,425	\$ 306,827

Investments Authorized by TransPAC's Investment Policy

TransPAC is authorized to invest in obligations of the U.S. Treasury, agencies, commercial paper with certain minimum ratings, certificates of deposit, bankers' acceptances, repurchase agreements and the State Treasurer's Investment pool ("LAIF").

Deposits/Credit Risk

The California Government Code requires California banks and savings and loan associations to secure Public Agencies' deposits by pledging government securities as collateral. The market value of pledged securities must equal at least 110% of deposits. California law also allows financial institutions to secure such deposits by pledging first trust deed mortgage notes having a value of 150% of the total deposits. The first \$250,000 of each institution's deposits are covered by FDIC insurance.

Disclosures Relating to Credit Risk

Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization.

Custodial Credit Risk

Custodial credit risk for *deposits* is the risk that, in the event of the failure of a depository financial institution, a government will not be able to recover its deposits or will not be able to recover collateral securities that are in the possession of an outside party. The California Government Code and TransPAC's investment policy do not contain legal or policy requirements that would limit the exposure to custodial credit risk for deposits, other than the following provision for deposits: The California Government Code requires that a financial institution secure deposits made by state or local governmental units by pledging securities in an undivided collateral pool held by a depository regulated under state law (unless so waived by the governmental unit). The market value of the pledged securities in the collateral pool must equal at least 110% of the total amount deposited by the public agencies.

TRANSPORTATION PARTNERSHIP AND COOPERATION
(A JOINT POWERS AUTHORITY)
Notes to the Financial Statements
June 30, 2019 and 2018

NOTE 3. CASH AND INVESTMENTS (continued)

Custodial credit risk for *investments* is the risk that, in the event of the failure of the counterparty (e.g., broker-dealer) to a transaction, a government will not be able to recover its deposits or will not be able to recover the value of its investment or collateral securities that are in the possession of another party. The California Government Code and TransPAC's investment policy do not contain legal or policy requirements that would limit the exposure to custodial credit risk for investments. With respect to investments, custodial credit risk generally applies only to direct investments in marketable securities. Custodial credit risk does not apply to a local government's indirect investment in securities through the use of mutual funds or government investment pools.

Investment Fair Value

TransPAC is a voluntary participant in the Local Agency Investment Fund (LAIF) that is regulated by California Government Code under the oversight of the Treasurer of the State of California. The fair value of TransPAC's investment in this pool is reported in the accompanying financial statements at amounts based upon TransPAC's pro-rata share of the fair value provided by LAIF for the entire LAIF portfolio (in relation to the amortized cost of that portfolio). The balance available for withdrawal is based on the accounting records maintained by LAIF, which are recorded on an amortized cost basis.

NOTE 4: FUND BALANCE

TransPAC has implemented GASB Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*. This Statement provides more clearly defined fund balance categories to make the nature and extent of the constraints placed on a government's fund balances more transparent.

The Transportation Partnership and Cooperation have established the following fund balance policies:

- **Assigned Fund Balance:** TransPAC is responsible for the development of transportation plans, projects and programs for the Central Contra Costa County areas as well as the appointment of two representatives to the Contra Costa Transportation Authority who serve alternating two-year terms. All amounts not committed in the fund balance at year-end are assigned for this purpose.
- **Committed Fund Balance:** Amounts that have been designated for payment by TransPAC prior to year-end. At June 30, 2019 and 2018 there were no commitments.

The accounting policies of TransPAC consider restricted fund balance to have been spent first when an expenditure is incurred for purposes for which both restricted and unrestricted fund balance is available. Similarly, when an expenditure is incurred for purposes for which amounts in any of the unrestricted classifications of fund balance could be used, TransPAC considers committed amounts to be reduced first, followed by assigned amounts, and finally, unassigned amounts.

TRANSPORTATION PARTNERSHIP AND COOPERATION
(A JOINT POWERS AUTHORITY)
Notes to the Financial Statements
June 30, 2019 and 2018

NOTE 5: TRANSPORTATION IMPROVEMENT PROJECTS

For the fiscal years ended June 30, 2019 and 2018, \$7,281 and \$10,000, respectively, were accrued as accounts payable to the City of Martinez for maintenance costs of the Pacheco transit hub.

NOTE 6: SUBSEQUENT EVENTS

Management has evaluated subsequent events through the date of the audit opinion, the date on which the financial statements were available to be issued. No events came to managements' attention that would require additional adjustment or disclosure.



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REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING
AND ON COMPLIANCE AND OTHER MATTERS
BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE
WITH GOVERNMENT AUDITING STANDARDS

The Board Members
Transportation Partnership and Cooperation
Pleasant Hill, California

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities and the general fund of the Transportation Partnership and Cooperation (TransPAC) as of and for the years ended June 30, 2019 and 2018, and the related notes to the financial statements, which collectively comprise TransPAC's financial statements, and have issued our report thereon dated December 19, 2019.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered TransPAC's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of TransPAC's internal control. Accordingly, we do not express an opinion on the effectiveness of TransPAC's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over financial reporting was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control over financial reporting that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether TransPAC's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.


CROPPER ACCOUNTANCY CORPORATION
Walnut Creek, CA
December 19, 2019

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TRANSPAC Board Meeting STAFF REPORT**Meeting Date:** February 13, 2020

Subject:	MEASURE J LINE 20A FUNDS PROGRAM – FY 2020/2021 AND FY 2021/2022 PROGRAMMING CYCLE
Summary of Issues	The CCTA Measure J line 20a program provides funds for Transportation Services for Seniors & People with Disabilities in the TRANSPAC area. TRANSPAC is responsible for recommendations on how the Line Item 20a funds are to be used. The TRANSPAC Board approved the program guidelines and release of a call for projects in December. Measure J Line 20a funds are expected to generate about \$918,000 over the two-year programming period. Program applications were requested to be submitted by January 24, 2020. A summary of the applications received are included in the attached material.
Recommendations	None - For information only. Staff will provide an update on application submittals and schedule at the meeting.
Financial Implications	TRANSPAC is responsible for recommendations on how the Line Item 20a funds are to be used in Central County. The program resulting from the above process will commit Measure J revenue dedicated to projects that support transportation for seniors and people with disabilities for the two year period in Central Contra Costa County.
Attachment(s)	A. Measure J TEP Program Description B. Measure 20A Program Guidelines C. Summary of Received Applications

Background

The Measure J Expenditure Plan includes a program, line 15: Transportation for Seniors & People with Disabilities. The name generally self-describes the activities that the program funds. There is an additional program in Measure J, line 20a: Additional Transportation Services for Seniors & People with Disabilities, which provides the TRANSPAC area an additional 0.5% for these types of services (approximately \$459,000 per year). TRANSPAC is responsible for recommendations on how the Line Item 20a funds are to be used.

TRANSPAC last issued a call for projects and approved a program of projects in FY 2017/2018 for the FY 2018/2019 and FY 2019/2020 period of program/project operations.

Measure J Line 20a funds are expected to generate about \$918,000 over the two-year programming period. Program applications were requested to be submitted by January 24, 2020. The attached material includes program guidelines and a summary of the applications received.

Schedule

The schedule is proposed to approve the programming in May 2020, and allow for services to be funded starting July 1, 2020. Additional application evaluation information will be available at the March TRANSPAC Board meeting.

December 2019	Board Approve CFP Material
	Release CFP Material to Potential Applicants
January 24, 2020	Applications Due
February – March 2020	Application Review
April 2020	Board Review Draft Program
May 2020	Board Approve Final Program

15 *Transportation for Seniors & People With Disabilities*..... 5% (\$100 million)

Transportation for Seniors & People With Disabilities or “Paratransit” services can be broadly divided into two categories: (1) services required to be provided by transit operators under the Americans with Disabilities Act (ADA) to people with disabilities; and (2) services not required by law but desired by community interests, either for those with disabilities beyond the requirements of the ADA (for example, extra hours of service or greater geographic coverage), or for non-ADA seniors.

All current recipients of Measure C funds will continue to receive their FY 2008–09 share of the “base” Measure C allocation to continue existing programs if desired, subject to Authority confirmation that services are consistent with the relevant policies and procedures adopted by the Authority. Revenue growth above the base allocations will be utilized to expand paratransit services and providers eligible to receive these funds.

Paratransit funding will be increased from the current 2.97% to 3.5% of annual sales tax revenues for the first year of the new program, FY 2009–10. Thereafter, the percentage of annual sales tax revenues will increase by 0.10 % each year, to 5.9% in 2034 (based on a 25-year program). In 2003 dollars, this averages to 4.7% over the life of the program, which has been rounded to 5% to provide some flexibility and an opportunity to maintain a small reserve to offset the potential impact of economic cycles. The distribution of funding will be as follows:

- West County paratransit program allocations will start at 1.225% of annual sales tax revenues in FY 2009–10, and grow by 0.035% of annual revenues each year thereafter to 2.065% of annual revenues in FY 2033–34. (An additional increment of 0.65% of annual revenues is available for West County under its subregional program category.) In addition to the current providers, paratransit service provided by AC Transit and BART (East Bay Paratransit Consortium) in West County is an eligible recipient of program funds.
- Central County paratransit program allocations will start at 0.875% of annual sales tax revenues in FY 2009–10 and grow by 0.025% of annual revenues each year thereafter to 1.475% of annual revenues in FY 2033–34. (An additional increment of 0.5% of annual revenues is available for Central County under its subregional program category.)
- Southwest County paratransit program allocations will start at 0.595% of annual sales tax revenues in FY 2009–10 and grow by 0.017% of annual revenues each year thereafter to 1.003% of annual revenues in FY 2033–34.

MEASURE J TRANSPORTATION SALES TAX EXPENDITURE PLAN

- East County paratransit program allocations will start at 0.805% of annual sales tax revenues, and increase by 0.023% of annual revenues thereafter to 1.357% of annual revenues in FY 2033–34.

Transportation for Seniors & People with Disabilities funds shall be available for (a) managing the program, (b) retention of a mobility manager, (c) coordination with non-profit services, (d) establishment and/or maintenance of a comprehensive paratransit technology implementation plan, and (e) facilitation of countywide travel and integration with fixed route and BART specifically, as deemed feasible.

Additional funding to address non-ADA services, or increased demand beyond that anticipated, can be drawn from the “Subregional Transportation Needs Funds” category, based on the recommendations of individual subregions and a demonstration of the financial viability and stability of the programs proposed by prospective operator(s).

16 Express Bus..... 4.3% (\$86 million)

Provide express bus service and Bus Rapid Transit (BRT) service to transport commuters to and from residential areas, park & ride lots, BART stations/transit centers and key employment centers. Funds may be used for bus purchases, service operations and/or construction/management/operation of park & ride lots and other bus transit facilities. Reserves shall be accumulated for periodic replacement of vehicles consistent with standard replacement policies.

17 Commute Alternatives 1% (\$20 million)

This program will provide and promote alternatives to commuting in single occupant vehicles, including carpools, vanpools and transit.

Eligible types of projects may include but are not limited to: parking facilities, carpooling, vanpooling, transit, bicycle and pedestrian facilities (including sidewalks, lockers, racks, etc.), Guaranteed Ride Home, congestion mitigation programs, SchoolPool, and clean fuel vehicle projects. Program and project recommendations shall be made by each subregion for consideration and funding by the Authority.

18 Congestion Management, Transportation Planning, Facilities and Services..... 3% (\$60 million)

Implementation of the Authority’s GMP and countywide transportation planning program; the estimated incremental costs of performing the Congestion Management Agency (CMA) function currently billed to local jurisdictions; costs for programming federal and state funds; project monitoring; and the facilities and services needed to support the Authority and CMA functions.

Subregional Projects and Programs

The objective of the Subregional Projects and Programs category is to recognize the diversity of the county by allowing each subregion to propose projects and programs critical to addressing its local transportation needs. There are four subregions within Contra Costa: Central, West, Southwest and East County, each represented by a Regional Transportation Planning Committee (RTPC). Central County (the TRANSPAC subregion) includes Clayton, Concord, Martinez, Pleasant Hill, Walnut Creek and the unincorporated portions of Central County. West County (the WCCTAC subregion) includes El Cerrito, Hercules, Pinole, Richmond, San Pablo and the unincorporated portions of West County. Southwest County (the SWAT subregion) includes Danville, Lafayette, Moraga, Orinda, San Ramon and the unincorporated portions of Southwest County. East County (the TRANSPLAN subregion) includes Antioch, Brentwood, Oakley, Pittsburg and the unincorporated portions of East County.

Each subregion has identified specific projects and programs which include: school bus programs, safe routes to school activities, pedestrian and bicycle facilities, incremental transit services over the base program, incremental transportation services for seniors and people with disabilities over the base program, incremental local street and roads maintenance using the population and road-miles formula, major streets traffic flow, safety, and capacity improvements, and ferry services.

With respect to the Additional Bus Service Enhancements and Additional Transportation Services for Seniors and People with Disabilities Programs, the Authority will allocate funds on an annual basis. The relevant RTPC, in cooperation with the Authority, will establish subregional guidelines so that the additional revenues will fund additional service in Contra Costa. The guidelines may require reporting requirements and provisions such as maintenance of effort, operational efficiencies including greater coordination promoting and developing a seamless service, a specified minimum allowable farebox return on sales tax extension funded services, and reserves for capital replacement, etc. The relevant RTPC will determine if the operators meet the guidelines for allocation of the funds.

For an allocation to be made by the Authority for a subregional project and program, it must be included in the Authority's Strategic Plan.

CENTRAL COUNTY (TRANSPAC)

19a Additional Bus Service Enhancements..... 1.2% (\$24 million)

Funds will be used to enhance bus service in Central County, with services to be jointly identified by TRANSPAC and County Connection.

In years when revenues have declined from the previous year, funds may be used for enhanced, existing, additional and/or modified bus service; in years when funding allows for growth in service levels, these funds would be used

MEASURE J TRANSPORTATION SALES TAX EXPENDITURE PLAN

for bus service enhancements; and if County Connection’s funding levels are restored to 2008 levels, these funds shall be used to enhance bus service. TRANSPAC will determine if the use of funds by County Connection or other operators meets these guidelines for the allocation of these funds.

20a Additional Transportation Services for Seniors and People & Disabilities..... 0.5% (\$10 million)

Funds will be used to supplement the services provided by the countywide transportation program for seniors & people with disabilities and may include provision of transit services to programs and activities. Funds shall be allocated annually as a percentage of total sales tax revenues, and are in addition to funds provided under the base program as described above.

In years when revenues have declined from the previous year, funds may be used for supplemental, existing, additional or modified service for seniors and people with disabilities; in years where funding allows for growth in service levels, these funds would be used for service enhancements for seniors and people with disabilities; and if funding levels are restored to 2008 levels, these funds shall be used to enhance services for seniors and people with disabilities. TRANSPAC will determine if the use of funds proposed by operators meets these guidelines for the allocation of these funds.

21a Safe Transportation for Children..... 0.5% (\$10 million)

TRANSPAC will identify specific projects which may include the SchoolPool and Transit Incentive Programs, pedestrian and bicycle facilities, sidewalk construction and signage, and other projects and activities to provide transportation to schools.

23a Additional Local Streets Maintenance and Improvements..... 1% (\$20 million)

These funds will be used to supplement the annual allocation of the 18% “Local Streets Maintenance & Improvements” program funds for jurisdictions in Central County. Allocations will be made to jurisdictions in TRANSPAC on an annual basis in June of each fiscal year for that ending fiscal year, without regard to compliance with the GMP. Each Jurisdiction shall receive an allocation using a formula of 50% based on population and 50% based on road miles.

24a Major Streets: Traffic Flow, Safety and Capacity Improvements..... 2.4% (\$48 million)

Improvements to major thoroughfares including but not limited to installation of bike facilities, traffic signals, widening, traffic calming and pedestrian safety improvements, shoulders, sidewalks, curbs and gutters, bus transit facility enhancements such as bus turnouts and passenger amenities, etc.

2020-2021 and 2021-2022

Call for Projects

TRANSPAC Measure J Line 20a Funds

Additional Transportation Services for Seniors and People with Disabilities

1. **TRANSPAC, the Regional Transportation Planning Committee for Central Contra Costa** is issuing a Call for Projects for Measure J Line 20a funds "*Additional Transportation Services for Seniors & People with Disabilities*" funded through the Measure J Transportation Sales Tax Expenditure Plan approved by Contra Costa voters (in 2004) for the two year period of FY 2020-2021 and 2021-2022.
2. **Funds will generally be used** in support of transportation services and related capital expenditures for seniors and people with disabilities provided by TRANSPAC jurisdictions and public and private non-profit agencies operating in the TRANSPAC area (map attached). Funds must be spent in a manner consistent with the Contra Costa Transportation Authority's Measure J *Program 15 Transportation for Seniors & People With Disabilities*¹. Examples of eligible expenditures include but are not necessarily limited to: vehicle purchase/lease/maintenance, mobility management activities, travel training, facilitation of countywide travel and integration with other public transit.
3. **According to Measure J**, in years when revenues have declined from the previous year, funds may be used for supplemental, existing, additional or modified service for seniors and people with disabilities; in years where funding allows for growth in service levels, these funds would be used for service enhancements for seniors and people with disabilities and if funding levels are restored to 2008 levels, these funds shall be used to enhance services for seniors and people with disabilities. TRANSPAC will determine if the use of funds proposed by operators meets these guidelines for the allocation of these funds.
4. **Eligible Applicants**: TRANSPAC jurisdictions, public non-profit and private non-profit transportation service agencies, duly designated by the State of California and operating in TRANSPAC area in Central Contra Costa may submit application(s) for operating funds for transportation services and/or capital funding projects necessary to continue and/or support existing services for twenty-four (24) months. Transportation services and projects must directly benefit seniors and disabled residents of Central Contra Costa (Clayton, Concord, Martinez, Pleasant Hill, Walnut Creek, and Unincorporated Central Contra Costa County). Please see attached map.

¹ Full program description is available in the Measure J Sales Tax Expenditure Plan:
<https://ccta.net/wp-content/uploads/2018/10/5297b121d5964.pdf>

5. **Funding Available:** The total funding available for this two-year grant/project period is estimated to be \$918,000 (\$459,000 annually).
6. **Evaluation Criteria:** Applications will be evaluated on the following criteria which should be addressed in the grant application:
- Proposed service fills an identified gap in transportation/transit network.
 - Proposed service complements the transportation services provided by the County Connection LINK Americans with Disabilities Act paratransit service.
 - Does the proposal include any service coordination efforts with other accessible or fixed route transit operations, use of mobility management services, etc.
 - The costs of operations relative to the cost of the LINK Paratransit service
 - \$79.13 per revenue hour (FY 2018/2019)
 - \$45.38 per passenger (FY 2018/2019)
 - Is the service currently being funded by the 20a program
 - Demonstration of the capacity, commitment and funding strategy to continue service beyond the grant period.
 - Though matching funds are not required, providing matching funding and leveraging other fund sources will be viewed favorably.
 - Equity analysis of the transportation services provided in the TRANSPAC Subregion
 - Specific services may be evaluated based on prior pilot program information (such as transportation network company (TNC) service)
7. **Applications:** Applicants are required to complete the attached application form and may attach additional information in support of the application. The TRANSPAC Board will request application review and a program recommendation from TRANSPAC TAC. The TRANSPAC Board will make funding recommendations to CCTA and request allocation action(s).
- a. Applications should be mailed, hand delivered, or emailed (preferred, pdf format), to:
Matt Todd, Managing Director
1211 Newell Avenue, Suite 200
Walnut Creek, CA 94596
matt@graybowenscott.com
- b. **Applications must be received by 3:00 pm on Friday, January 24, 2020.**
- c. An electronic copy of the application is available by email. Please contact Matt Todd, Managing Director, at matt@graybowenscott.com for the electronic version.
- d. Faxed applications and late applications will not be accepted.

8. **Contra Costa Transportation Authority Allocation Process:** Successful applicants will be required to execute a Cooperative Funding Agreement with the CCTA and comply with all of its requirements, including, but not limited to, audits, compliance with the Measure J Expenditure Plan as it pertains to the project, insurance (see attachment Sample Contra Costa Transportation Authority Grant Insurance Requirements on page 15 of the Call for Projects package) , indemnification, and reporting. Pursuant to CCTA policies and procedures established in the Cooperative Funding Agreement referenced above, project sponsors will be reimbursed for eligible, documented expenses pursuant to the approved program/project budget and scope, schedule and/or project description.
9. **Reports to TRANSPAC and the Contra Costa Transportation Authority:** First and second year grantees will be required to report on a quarterly basis to TRANSPAC and/or the Contra Costa Transportation Authority on the transportation services and related capital projects funded through this Call for Projects. For grantees with two years of 20a grant funding history, the reporting requirement is annual contingent upon no issues identified by TRANSPAC or CCTA.

Projects Received: Measure J Line 20A Call for Projects

<i>Project Name</i>	<i>Sponsor</i>	<i>Measure J Line 20A Request</i>
Transportation Services for Concord PACE Center/Clinic	Center for Elders' Independence (CEI)	\$ 135,774
Rides for Seniors / Rides for Veterans	Mobility Matters	\$ 275,140
Senior Van Service - Van Purchase	City of Pleasant Hill	\$ 55,000
Rossmoor Green Line & Subsidize Ridesharing Program	Golden Rain Foundation	\$ 250,954
City of Walnut Creek Transportation Program for Seniors and Special Needs	City of Walnut Creek	\$ 237,000
Mt. Diablo Mobilizer	Choice In Aging	\$ 80,000
Midday Free Rides for MDUSD Bridge Program and RES Success	Central Contra Costa Transit Authority (CCCTA)	\$ 80,000
Get Around Taxi Scrip Program	City of Concord Senior Center	\$ 50,000
	TOTAL REQUESTED	\$ 1,163,868

TRANSPAC Board Meeting *STAFF REPORT*

Meeting Date: February 13, 2020

Subject:	TRANSPAC QUARTERLY FINANCIAL REPORTS
Summary of Issues	The TRANSPAC JPA calls for the reporting of certain financial information on a quarterly basis. This report contains a summary of the amount of funds held, receipts and expenses of TRANSPAC for FY 2019/20 for the period ended December 31, 2019.
Recommendations	None - For information only
Attachment(s)	A. TRANSPAC Quarterly Financial Report for period ending December 31, 2019

REPORT.: 01/08/20
RUN...: 01/08/20
Run By.: ROSS

CITY OF PLEASANT HILL
Balance Sheet Report
ALL FUND(S)

PAGE: 001
ID #: GLBS
CTL.: PLE

Ending Calendar Date.: December 31, 2019 Fiscal (06-20)

Assets			Acct ID
-----			-----
TRANSPAC CASH BAL.ADJ.	-43,342.93	85	1010 9999
TRANSPAC INVESTMENT IN LAIF	304,181.47	85	1060

Total of Assets ---->	260,838.54		260,838.54
			=====

Liabilities

Acct ID

FUND Balances			Acct ID
-----			-----
TRANSPAC RESTRICTED FUND BALANCE	278,556.40	85	2812
CURRENT EARNINGS	-17,717.86		

Total of FUND Balances ---->	260,838.54		260,838.54
			=====

City of Pleasant Hill

FY2019/20 Income Statement Summary by Quarter

Accounting Structure:		
Fund	Department or Revenue Code	Expense Code
XX	XXXX	XXXX

FUND:85 Name :TRANSPAC

Revenue	Description	Revenue Description	Activity in 1st Quarter	Activity in 2nd Quarter	Activity in 3rd Quarter	Activity in 4th Quarter	YTD thru 12/31/2019
DEPT Id	OBJ Id						
3510		INTEREST REV	-				\$ -
4570		CONTRIB FROM OTHER AGENCIES	-	32,927.00			\$ 32,927.00
Total Revenue ----->							\$ 32,927.00

Expense	Description	Expense Description	Activity in 1st Quarter	Activity in 2nd Quarter	Activity in 3rd Quarter	Activity in 4th Quarter	YTD thru 12/31/2019
DEPT Id	OBJ Id						
7085	0100	SALS-PERMANENT	-	45,220.11			\$ 45,220.11
7085	1110	OUTSIDE CONSL/LITG	-				\$ -
7085	1140	AUDITING SVCS	-	2,000.00			\$ 2,000.00
7085	1198	CONSULTANT/OTHR	-				\$ -
7085	1300	CONTRACTUAL SVC	-	568.75			\$ 568.75
7085	1486	MAINT	-				\$ -
7085	2400	POSTAGE	-				\$ -
7085	4200	SUPLS/OPERATING	-				\$ -
7085	6800	ADMIN OVERHEAD	-	2,856.00			\$ 2,856.00
7085	6905	CONTINGENCIES	-				\$ -
Total Expense ----->							\$ 50,644.86
Net Rev/(Exp)							\$ (17,717.86)

TRANSPAC Board Meeting *STAFF REPORT*

Meeting Date: February 13, 2020

Subject:	2020 TRANSPAC MEETING CALENDAR
Summary of Issues	The TRANSPAC Board requested revisions to the 2020 TRANSPAC meeting schedule, with alternate Board meeting dates be evaluated for April and May, with final dates to be confirmed based on TRANSPAC Board member availability.
Recommendations	None - For information only. Staff will provide an update on the schedule at the meeting
Financial Implications	None
Attachment(s)	2020 Meeting Schedule

TRANSPAC Transportation Partnership and Cooperation

2020 MEETING SCHEDULE

(updated December 5, 2019)

Unless otherwise notified, all meetings are held at 9:00 A.M. at Pleasant Hill City Hall, Community Room, 100 Gregory Lane, Pleasant Hill, California

TRANSPAC Meetings

Regular meetings are on second Thursday of every month or as notified. Other meetings as scheduled.

January (No meeting)
February 13
March 12
April - TBD
May - TBD
June 11

July 9
August (No meeting)
September 10
October 8
November 12
December 10

TAC Meetings

Regular meetings are on the LAST Thursday of every month or as notified.

January 30 *
February 27
March 26
April 30 *
May 28
June 25

July (No Meeting)
August 27
September 24
October 29 *
November 19 **
December (No meeting)

* 5th Thursday of the Month

** 3rd Thursday of the Month



EXECUTIVE DIRECTOR'S REPORT
January 15, 2020

I-680 HOV/Express Lane Partnering Meeting: December 13, 2019

Ivan Ramirez, Tim Haile and I attended the quarterly partnering session for the Interstate 680 (I-680) High Occupancy Vehicle (HOV)/Express Lane project. Progress is excellent, but there could be some issues. For example, we need to have the Pacific Gas & Electric Company (PG&E) pull wires and set up service at various points along I-680 to power the tolling equipment. In a proactive measure, we have met with PG&E staff several times to let them know all points are ready. Falsework at South Main was installed and the widening of the I-680 bridge is underway. Work is progressing weather permitting.

Susan Miller's Retirement Breakfast: December 16, 2019

We held a retirement breakfast for Susan Miller. She spent 21 years working at CCTA and was our first woman engineer on staff. A few of the Authority Board Members joined us in giving Susan a nice send off into her retirement years. She worked on some of our most visible projects – like the Caldecott Tunnel Fourth Bore, the BART extension to Antioch, and the widening of Highway 4 – through design and to construction, and ultimately project delivery to the public. The large projects we have under construction today are also a result of Susan's hard work.

Assembly Member Bauer-Kahan: December 19, 2019

Linsey Willis, Rick Ramacier and myself met with Assembly Member Bauer-Kahan to provide a brief overview of the FASTER initiative proposed by business organizations in the Bay Area. We thanked her for our Construction Manager/General Contractor (CM/GC) legislation.

GO-NV 2020 Summit: January 6, 2020

I was invited to moderate the first panel of the event titled "Lessons Learned: Are there any smart cities out there?" at a transportation technology summit hosted by the Regional Transportation Commission of Southern Nevada. This summit was very similar to our Redefining Mobility Summit (RMS). Please save the date for our 6th annual RMS on March 10, 2020!

California State Transportation Agency (CALSTA): January 8, 2020

Linsey Willis and I met with Secretary David Kim, Deputy Secretary Lori Pepper and Stephanie Dougherty in Sacramento. We welcomed Secretary Kim back to California. We discussed our innovation program. We reviewed funding needs for Innovate 680, GoMentum Station projects, Iron Horse Trail legislation, ferry service, and our upcoming Redefining Mobility Summit.

I-680 Mobility Summit: January 10, 2020

CCTA hosted a mobility summit with partnering agencies along the I-680 corridor to discuss vision, goals, strategies, initiatives, and funding. Solano Transportation Authority, Alameda County Transportation Commission, Santa Clara Valley Transportation Authority, Livermore Amador Valley Transportation Authority, and Central Contra Costa Transit Authority attended the mobility summit. The group discussed developing a user-focused, seamless experience and congestion relief along the corridor from Solano County to Santa Clara County.

Documentary Filming at GoMentum Station: January 10, 2020

Last summer we met with a producer of a documentary on transportation history to talk about the future of transportation. The documentary has received funding and we took several residents from Rossmoor for a ride on the Local Motors shared autonomous vehicles at GoMentum Station and filmed their reactions to experiencing this technology. The documentary is scheduled to air later this year.

Staff Out-of-State Travel: Randell Iwasaki attended the Intersect 2019 Conference in Knoxville, TN from October 7-9, 2019 for total amount of \$1,253.69. Randell Iwasaki attended the SIP-adus Workshop 2019 in Tokyo, Japan from November 8-15, 2019 for a total amount of \$1,136.28. Randell Iwasaki attended the International Road Federation Global R2T Conference in Las Vegas, NV from November 19-20, 2019 for a total amount of \$145.05. Randell Iwasaki attended the AQTr Mobility-as-a-Service (Maas) Conference in Montreal, Canada from December 2-4, 2019 for a total amount of \$306.02.



CONTRA COSTA
transportation
authority

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Chair

Julie Pierce,
Vice Chair

Janet Abelson

Newell Americh

Tom Butt

Teresa Geringer

Federal Glover

Loella Haskew

David Hudson

Karen Mitchoff

Kevin Romick

Randell H. Iwasaki,
Executive Director

MEMORANDUM

To: Matt Todd, TRANSPAC
Lisa Bobadilla, SWAT
Colin Piethe, TRANSPAN
Cedric Novenario, TVTC
John Nemeth, WCCTAC
Mike Moran, LPMC

From: Randell H. Iwasaki, Executive Director *NIK for*

Date: January 2, 2020

Re: Items of interest for circulation to the Regional Transportation Planning Committees (RTPCs)

At its December 18, 2019 meeting, the Authority discussed the following items, which may be of interests to the Regional Transportation Planning Committees:

1. **Annual Audit Reports – Comprehensive Annual Financial Report (CAFR) and Auditor’s Report to the Contra Costa Transportation Authority (Authority) Board for the Fiscal Year Ended June 30, 2019.** Authority Policy calls for an annual audit to be performed of the Authority’s financial statements, the audit has been completed and an overview of the report will be provided. Staff sought acceptance of the annual audit report for the fiscal year ended June 30, 2019. *The Authority Board approved the annual audit reports – CAFR and Auditor’s Report for the fiscal year ended June 30, 2019.*
2. **Connected Vehicle and Autonomous Vehicle (CV/AV) Program – California State Transportation Agency (CalSTA) Legislative Report.** Staff sought approval of the CalSTA Progress Report and authorization for the Chair to submit the report to the Secretary of Transportation and Joint Legislative Budget Committee. *The Authority Board approved the CV/AV Program – CalSTA Progress Report and authorized the Chair to submit the report to the Secretary of Transportation and Joint Legislative Committee.*

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3. **Approval of the 2019 Congestion Management Program (CMP) Update for Contra Costa.** Staff sought the Contra Costa Transportation Authority (Authority) Board approval to adopt Resolution 19-63-G approving the 2019 CMP update for Contra Costa, authorize staff to make non-substantive edits as-needed to finalize the document, and forward it to the Metropolitan Transportation Commission (MTC). *Following a public hearing, the Authority Board adopted Resolution 19-63-G approving the 2019 CMP update for Contra Costa, authorized staff to make non-substantive edits as-needed to finalize the document, and authorized staff to forward it to MTC.*



COMMISSIONERS

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Julie Pierce,
Vice Chair

Janet Abelson

Newell Americh

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Teresa Gerringier

Federal Glover

Loella Haskew

David Hudson

Karen Milchoff

Kevin Romick

Randell H. Iwasaki,
Executive Director

MEMORANDUM

To: Matt Todd, TRANSPAC
 Lisa Bobadilla, SWAT
 Colin Piethe, TRANSPLAN
 Cedric Novenario, TVTC
 John Nemeth, WCCTAC
 Mike Moran, LPMC

From: 
 Randell H. Iwasaki, Executive Director

Date: January 22, 2020

Re: Items of interest for circulation to the Regional Transportation Planning Committees (RTPCs)

At its January 15, 2020 meeting, the Authority discussed the following items, which may be of interests to the Regional Transportation Planning Committees:

- 1. Approval of Proposed 2020 State and Federal Legislative Advocacy Programs.** Staff sought approval of the proposed 2020 State and Federal advocacy programs for the Authority. *The Authority Board approved the 2020 State and Federal Legislative Advocacy Programs. The State and Federal Legislative Advocacy Programs for 2020 are attached to this memorandum.*
- 2. Interstate 680 (I-680) Contra Costa Express Lane – Operations Policies.** The I-680 Express Lane facility opened in October 2017 and is part of the expanding express lane system in the Bay Area. Carpools, eligible toll exempt vehicles, vanpools, transit vehicles and motorcycles can use express lanes toll-free and solo drivers can choose to pay a toll to use the lanes. The Metropolitan Transportation Commission (MTC) is proposing two operational policy revisions for the I-680 Contra Costa Express Lanes facility related to minimum toll level and clean air vehicles usage of the facility. *Barbara Laurensen, Senior Program Coordinator with MTC, provided a presentation to the Authority Board.*

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3. **Legislative Update.** This is an update on relevant developments in policy, legislation and finance that are of interest to the Contra Costa Transportation Authority (Authority). *There was a discussion about the Freedom, Affordability, Speed, Transparency, Equity, and Reliability (FASTER) Bay Area and potential guiding principles in the event this effort moves forward.*
4. **Innovate 680 – Bay Area Mobility-on-Demand (MOD) Program – Authorization to Execute Cooperative Agreement No. 100.01 (Award No. 693JJ31950024) with the Federal Highway Administration and the United States Department of Transportation (FHWA/USDOT) to Receive Advanced Transportation and Congestion Management Technologies Deployment (ATCMTD) Grant Funds.** Staff seeks authorization for the Chair to execute Cooperative Agreement No. 100.01 (Award No. 693JJ31950024) with FHWA/USDOT in the amount of \$8,000,000 in ATCMTD grant funds and to allow the Executive Director to make any non-substantive changes to the language. *The Authority Board moved to authorize the Chair to execute Cooperative Agreement No. 100.01 (Award No. 693JJ31950024) with FHWA/USDOT in the amount of \$8,000,000 in Advanced Transportation and Congestion Management Technologies Deployment grant funds.*
5. **Update on Participation in the California Electric Vehicle Infrastructure Program (CALeVIP) Funding Cycle.** Staff recommended that the Authority Board commit to funding the CALeVIP at a level not-to-exceed \$300,000 over a four-year period (2021 to 2024). Funding is proposed to come from Measure J Program 17 – Commute Alternatives and/or Transportation Fund for Clean Air (TFCA). *The Authority Board moved to commit funding to the CALeVIP at a level not-to-exceed \$300,000 over a four-year period (2021 to 2024) from Measure J Program 17 – Commute Alternatives and/or Transportation Fund for Clean Air (TFCA).*

TRANSPAC
Transportation Partnership and Cooperation
Clayton, Concord, Martinez, Pleasant Hill, Walnut Creek and Contra Costa County
1211 Newell Avenue, Suite 200
Walnut Creek, CA 94596
(925) 937-0980

January 22, 2019

Randell H. Iwasaki
Executive Director
Contra Costa Transportation Authority
2999 Oak Road, Suite 100
Walnut Creek, CA 94597

RE: Status Letter for TRANSPAC Meeting – December 12, 2019

Dear Mr. Iwasaki:

At its regular meeting on December 12, 2019, the TRANSPAC Board of Directors took the following actions that may be of interest to the Contra Costa Transportation Authority (CCTA):

1. Elected Carlyn Obringer (Concord) as Chair and Mark Ross (Martinez) as Vice Chair of the TRANSPAC Board of Directors for 2020.
2. Appointed Julie Pierce to represent TRANSPAC on the CCTA Board and Carlyn Obringer as alternate for the period of February 1, 2020 to January 31, 2022.
3. Approved contract Amendment #6 with GBS to provide Managing Director and Clerk of the Board services for a term through the current fiscal year (FY 2019/2020).
4. Approved the call for projects and application material for the Measure J Line 20a Program for FY 2020/2021 and 2021/2022.
5. Received information from MTC regarding the I-680 Contra Costa Express Lane Operations and proposed policy revisions.

TRANSPAC hopes that this information is useful to you. Please contact me if you have any questions or want to further discuss the above items.

Sincerely,



Matthew Todd
Managing Director

cc: TRANSPAC Representatives; TRANSPAC TAC and staff
Martin Engelmann and Hisham Noemi, CCTA Staff
Jamar I. Stamps, TRANSPAN; Sean Wright, Chair, TRANSPAN
Lisa Bobadilla, SWAT; David Hudson, Chair, SWAT
John Nemeth, WCCTAC; Chris Kelly, Chair, WCCTAC
Tarienne Grover, CCTA Staff
June Catalano, Diane Bentley (City of Pleasant Hill)



SWAT

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December 13, 2019

Randell H. Iwasaki, Executive Director
Contra Costa Transportation Authority
2999 Oak Road, Suite 100
Walnut Creek, CA 94597

RE: **SWAT Meeting Summary Report for December 2019**

Dear Mr. Iwasaki: 

The Southwest Area Transportation Committee ("SWAT") met Monday, December 2, 2019. The following is a summary of the meeting and action items:

1. Received update and provided input on the MTC proposed changes to the I-680 Contra Costa express lanes. Report was presented by Barbara Laurenson, Senior Program Coordinator, Metropolitan Transportation Commission & Association of Bay Area Governments.

Please contact me at (925) 973-2651, or email at lbobadilla@sanramon.ca.gov, if you need additional information.

All the best,



Lisa Bobadilla
SWAT Administrator

Cc: SWAT; SWAT TAC; Hisham Noeimi, CCTA; Matt Todd, TRANSPAC; John Nemeth, WCCTAC; Colin Pieth, TRANSPLAN



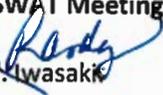
SWAT

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January 8, 2020

Randell H. Iwasaki, Executive Director
Contra Costa Transportation Authority
2999 Oak Road, Suite 100
Walnut Creek, CA 94597

RE: **SWAT Meeting Summary Report for January 2020**

Dear Mr. Iwasaki 

Happy New Year! The Southwest Area Transportation Committee ("SWAT") held its first meeting of the year on Monday, January 6, 2020. The following is a summary of the meeting and action items:

1. Appointed Candace Andersen, Supervisor District 2 - Contra Costa County, SWAT Chair effective February 1, 2020 through January 31, 2021.
2. Appointed Theresa Gerringer, Councilmember – City of Lafayette, Vice Chair effective February 1, 2020 through January 31, 2021.
3. Appointed the San Ramon SWAT Representative, Dave Hudson, to the Contra Costa Transportation Authority (CCTA), representing the San Ramon Valley, for a two-year term effective February 1, 2020 through January 31, 2022.
4. Appointed the Danville SWAT representative (Karen Stepper) to the CCTA as the alternate San Ramon Valley representative effective February 1, 2020.

With Supervisor Andersen as the SWAT Chair for 2020, the monthly SWAT meetings will be held at the District 2 Lafayette office - 3338 Mt. Diablo Boulevard, Lafayette.

Please contact me at (925) 973-2651, or email at lbobadilla@sanramon.ca.gov, if you need additional information.

All the best,

Lisa Bobadilla
SWAT Administrator

Cc: SWAT; SWAT TAC; Hisham Noeimi, CCTA; Matt Todd, TRANSPAC; John Nemeth, WCCTAC; Jamar Stamps, TRANSPLAN