

**TRANSPAC**  
**Transportation Partnership and Cooperation**  
**Meeting Notice and Agenda**

**THURSDAY, FEBRUARY 13, 2025**

**REGULAR MEETING**

**9:00 A.M. to 11:00 A.M.**

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

**SPECIAL NOTICE – PUBLIC MEETING GUIDELINES FOR  
PARTICIPATING VIA PHONE/VIDEO CONFERENCE**

The TRANSPAC Board meeting will be accessible in-person or via telephone or video conference to all members of the public. The meeting may be accessed virtually via the methods below:

Video Conference Access: Please click the link at the noticed meeting time:

<https://us02web.zoom.us/j/82345384387?pwd=9Oqjg34pu4u9NYMvOXjWSL5LYsAah7.1>

Meeting ID: 823 4538 4387 Password: 938975

Phone Access: To observe the meeting by phone, please call at the noticed meeting time 1 (669) 900 6883, then enter the Meeting ID: 823 4538 4387 Password: 938975

**Public Comment:** Public Comment may be provided in person during the public comment period on items not on the agenda or during the comment period of each agenda item. Comments are limited to 3 minutes. Please begin by stating your name and indicate whether you are speaking for yourself or an organization. Members of the public may also submit written comments to [irina@graybowenscott.com](mailto:irina@graybowenscott.com) by 3 p.m. on the day before the meeting, which will be read during Public Comment or on the related item when Public Comment is called and entered into the record.

**Virtual Public Comment:** To comment by video conference, click the “Raise Your Hand” button to request to speak when the Public Comment period is opened on an Agenda item and then wait to be called on by the Chair. After the allotted time, you will then be requested to mute your microphone. To comment by phone, indicate the “Raise Your Hand” icon by pressing “\*9” to request to speak when the public comment is opened on an Agenda item and then wait to be called on by the Chair. Press “\*6” to unmute/mute. After the allotted time of 3 minutes, you will then be requested to mute your microphone. Please begin by stating your name and indicate whether you are speaking for yourself or an organization.

Transportation Partnership and Cooperation  
Clayton, Concord, Martinez, Pleasant Hill, Walnut Creek, and Contra Costa County  
1320 Mount Diablo Blvd, Suite 206, Walnut Creek, CA 94596  
(925) 937-0980

**Americans with Disabilities Act (ADA):** This agenda is available upon request in alternative formats to persons with a disability, as required by the ADA of 1990 (42 U.S.C. §12132) and the Ralph M. Brown Act (Cal. Govt. Code §54954.2). Persons requesting a disability related modification or accommodation should contact TRANSPAC via email or phone at [irina@graybowenscott.com](mailto:irina@graybowenscott.com) or (925) 937-0980 during regular business hours at least 48 hours before the time of the meeting.

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 refer to the “Public Comment” section above for participation guidance.

<b>ACTION ITEMS</b>
---------------------

3. **ELECTION OF CHAIR AND VICE CHAIR.** The TRANSPAC JPA calls for the selection of a Chair and Vice Chair, who shall be elected officials and hold the office for a period of one year, commencing in February. 🌀 **Page 7**

**ACTION RECOMMENDATION: Elect the TRANSPAC Chair and Vice Chair for the term February 1, 2025, through January 31, 2026.**

Attachment: Staff Report

4. **CONSENT AGENDA.**
  - a. **APPROVAL OF MINUTES** 🌀 **Page 9**
    - Minutes of the November 14, 2024, TRANSPAC Board meeting, and minutes from the January 23, 2025, TRANSPAC Board Special meeting.
  - b. **CCTA EXECUTIVE DIRECTOR’S REPORT REGARDING CCTA ACTIONS / DISCUSSION ITEMS** 🌀 **Page 19**
    - CCTA Executive Director Timothy Haile’s Reports November 20, 2024, December 18, 2024, and January 15, 2025.
  - c. **ITEMS APPROVED BY THE CCTA FOR CIRCULATION TO THE REGIONAL TRANSPORTATION PLANNING COMMITTEES AND RELATED ITEMS OF INTEREST** 🌀 **Page 29**
    - CCTA Executive Director Timothy Haile’s RTPC Memos dated November 19, 2024, December 5, 2025, January 7, 2025, and January 30, 2025

**d. RTPC MEETING SUMMARY LETTERS: 🌸 Page 39**

1. TRANSPAC – Meeting summary letters dated November 18, 2024, and January 28, 2025.
2. TRANSPLAN – Meeting summary letter dated November 18, 2024.
3. SWAT – No meeting summary letter available.
4. WCCTAC – No meeting summary letter available.

**e. CCTA MEETING UPDATES AND COUNTYWIDE INFORMATION LINKS.**

1. Street Smarts Programs in the TRANSPAC Region can be found at: <https://streetsmartsdiablo.org/events/>
2. County Connection Fixed Route Monthly Report: [https://countyconnection.com/wp-content/uploads/2025/01/8a.FINAL\\_Fixed-Route-Report-December-2024.pdf](https://countyconnection.com/wp-content/uploads/2025/01/8a.FINAL_Fixed-Route-Report-December-2024.pdf)
3. County Connection Link Monthly Report: [https://countyconnection.com/wp-content/uploads/2025/01/8b.FINAL\\_Partransit-Monthly-Report-December-2024.pdf](https://countyconnection.com/wp-content/uploads/2025/01/8b.FINAL_Partransit-Monthly-Report-December-2024.pdf)
4. The CCTA Quarterly Project Status Report may be downloaded at: <https://ccta.net/wp-content/uploads/2024/09/QPSR-Jul-Sep-2024-FINAL-Combined-Package-1.pdf>
5. The CCTA Board Meeting was held on January 15, 2025. The next meeting is scheduled for February 19, 2025.
6. The CCTA Administration & Projects Committee (APC) Meeting was held on February 6, 2025. The next meeting is scheduled for March 6, 2025.
7. The CCTA Planning Committee (PC) Meeting, scheduled on Thursday, February 6, 2025, has been canceled. The next PC Meeting is scheduled for Thursday, March 6, 2025.
8. The CCTA Calendar for February 2025 to April 2025 may be downloaded at: <https://ccta.primegov.com/Portal/viewer?id=0&type=7&uid=247225db-f61a-4abf-8427-db05d0c24398>

**f. CORRESPONDENCE AND COMMUNICATION.**

1. [Request for Comments: Draft Environmental Document for Caldecott Tunnel Rehabilitation and Ventilation Upgrade.](#)
2. [Countywide Transportation Plan Survey.](#)

**g. TRANSPORTATION MEETINGS ATTENDED BY STAFF.** Staff members regularly attend transportation-related meetings outside of the TRANSPAC Board and

Technical Advisory Committee meetings. This report provides a summary of the outside meetings attended. 🌀 **Page 43**

Attachment: Staff Report

- h. TRANSPAC QUARTERLY FINANCIAL REPORT.** The TRANSPAC JPA calls for the reporting of certain financial information on a quarterly basis. The attached reports contain a summary of the amount of funds held, receipts and expenses of TRANSPAC for FY 2024/25 for the period ended December 31, 2024. The attached material also includes additional information regarding expenses related to the TRANSPAC budget. 🌀 **Page 45**

**ACTION RECOMMENDATION: Accept the Quarterly Financial Report for the period ended December 31, 2024.**

Attachment: Staff Report

**END CONSENT AGENDA**

- 5. TRANSPAC ANNUAL FINANCIAL REPORT AS OF JUNE 30, 2024, AND 2023 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 our Joint Powers Agreement defined requirements and Government Code Section 6505 regarding strict accountability of funds. The audit provides an annual snapshot of TRANSPAC's financial position. The audit has been completed and a copy included in the attached material. 🌀 **Page 51**

**ACTION RECOMMENDATION: Accept the Annual Financial Report as of June 30, 2024, and 2023 with Independent Auditors' Reports thereon.**

Attachment: Staff Report

<b>INFORMATION ITEMS</b>
--------------------------

- 6. TRANSPAC FY 2024/2025 WORKPLAN PROGRESS REPORT.** TRANSPAC adopts an annual workplan in conjunction with the budget. The workplan is based on identified priorities and current trends and topics in regional transportation such as the coordination within TRANSPAC and with our partner stakeholders, regional planning efforts, development and implementation of priority projects and corridors, transportation issues related to housing and schools, and alternative fuels and air quality. Items also include tasks that TRANSPAC would perform in any event (i.e. Measure J fund programming). At

this meeting, staff will provide an overview of the FY 2024/2025 workplan activities to date.(INFORMATION) 🌀 **Page 77**

Attachment: Staff Report

7. **CALIFORNIA DAYLIGHTING LAW (AB413).** Assembly Bill 413 (AB 413), California's "Daylighting Law," went into effect on January 1, 2025. Generally, this law prohibits parking within 20 feet of the approach side of any crosswalk—marked or unmarked—to improve pedestrian visibility and enhance safety at intersections. The TRANSPAC TAC discussed AB 413 and how each local jurisdiction was planning to approach the implementation of daylighting. At this meeting, TRANSPAC staff will provide a summary of local jurisdiction approaches to the implementation of this law as discussed at the TAC meeting in January. (INFORMATION) 🌀 **Page 83**

Attachment: Staff Report

8. **DRAFT CONTRA COSTA COUNTYWIDE COMPREHENSIVE TRANSPORTATION SAFETY ACTION PLAN FOR LOCAL AGENCIES.** The CCTA Board's Countywide Bicycle and Pedestrian Plan, adopted in July 2018, recommends the development of a Vision Zero framework to enhance road safety. The Countywide Comprehensive Transportation Safety Action Plan (CCTSAP) aims to eliminate fatalities and severe injuries, particularly for vulnerable road users. At this meeting, CCTA staff will present the Draft CCTSAP for TRANSPAC Board review and comment. 🌀 **Page 99**

Attachment: Staff Report

9. **COUNTYWIDE EMERGENCY EVACUATION PLAN.** CCTA staff will provide an update on the development of the Countywide Emergency Evacuation Plan. The plan includes local-level evacuation compliance assessments and a high-level evaluation of evacuation route capacity, safety, and viability across the county, encompassing its 19 cities and towns as well as unincorporated areas. (INFORMATION) 🌀 **Page 109**

Attachment: Staff Report

10. **Form 700 FILING Requirements for 2025.** TRANSPAC Form 700s (Statement of Economic Interests) are required for all applicable members, including appointed officials and designated staff involved in decision-making. The form discloses financial interests that could create conflicts of interest. The deadline for submission is April 1, 2025, and members are encouraged to file electronically using the NetFile system. (INFORMATION)

11. **TRANSPAC CCTA REPRESENTATIVE REPORTS.**
12. **METROPOLITAN TRANSPORTATION COMMISSION REPORT.**
13. **TAC ORAL REPORTS BY JURISDICTION.**
14. **BOARD MEMBER COMMENTS.**
15. **MANAGING DIRECTOR'S REPORT.**
16. **ADJOURN / NEXT MEETING.**

The next regular meeting is proposed for March 13, 2025, at 9:00 A.M at the Pleasant Hill City Hall Large Community Room at 100 Gregory Lane, Pleasant Hill. There will be a remote teleconference option for members of the public. Remote teleconference information for members of the public will be included in the posted meeting materials.

---

**TRANSPAC Board Meeting *STAFF REPORT***

**Meeting Date:** February 13, 2025

---

<b>Subject:</b>	<b>ELECTION OF TRANSPAC CHAIR AND VICE CHAIR</b>
<b>Summary of Issues</b>	The TRANSPAC JPA calls for the selection of a Chair and Vice Chair, who shall be elected officials and hold the office for a period of one year, commencing in February.
<b>Recommendations</b>	Elect the TRANSPAC Chair and Vice Chair for the term February 1, 2025, through January 31, 2026.
<b>Options</b>	The TRANSPAC Board could defer this action to March.
<b>Attachment(s)</b>	A. Summary of TRANSPAC Membership and CCTA Appointments

---

TRANSPAC ELECTED MEMBERS

Jurisdiction	Clayton	Concord	Contra Costa County	Martinez	Pleasant Hill	Walnut Creek	CCTA Even Yr Appt	CCTA Odd Yr Appt	CCTA Alt. At-Large
2025	Richard Enea	Carlyn Obringer	Ken Carlson	Greg Young	Sue Noack	Kevin Wilk		Carlyn Obringer 2025-27 Appt: 01/23/2025	Kevin Wilk 2025-27 Appt: 01/23/2025
2024	Peter Cloven	Carlyn Obringer (V Chair)	Ken Carlson	Mark Ross	Sue Noack (Chair)	Loella Haskew	Sue Noack 2024-26 Appt: 12/14/23		Richard Enea 2024-26 Peter Cloven 2024-26 Appt: 1/23/25 Appt: 12/14/23
2023	Peter Cloven (Chair)	Carlyn Obringer	Ken Carlson Appt 1/10/23	Mark Ross	Sue Noack (V Chair) Appt: 1/9/23	Loella Haskew Appt: 12/2/22		Loella Haskew 2023-25 Appt: 12/8/22	Carlyn Obringer 2023-25 Appt: 12/8/22
2022	Peter Cloven (V Chair) Appt. 01/04/22	Tim McGallian Appt 12/14/21	Karen Mitchoff	Mark Ross	Sue Noack Appt. 01/10/22	Loella Haskew (Chair)	Sue Noack 2022-24 Appt. 12/9/2021		Peter Cloven 2022-24 Appt. 12/9/2021
2021	Peter Cloven	Carlyn Obringer	Karen Mitchoff	Mark Ross (Chair)	Sue Noack	Loella Haskew (V Chair)		Loella Haskew 2021-23	Tim McGallian 2021-23 Carlyn Obringer 2021-23
2020	Julie Pierce Appt 12/17/19	Carlyn Obringer (Chair) Appt. 12/10/19	Karen Mitchoff Appt. 01/07/20	Mark Ross (Vice Chair)	Sue Noack Appt. 1/13/20	Loella Haskew Appt. 12/17/19	Sue Noack 2020-22 Julie Pierce 2020-22 Appt. 12/10/20 Appt. 12/12/19		Peter Cloven 2020-22 Carlyn Obringer 2020-22 Appt. 2/11/21 Appt. 12/12/19
2019	Julie Pierce Appt. 12-18-18	Carlyn Obringer (V Chair) Appt. 12-12-18	Karen Mitchoff Appt. 01-15-19	Mark Ross Appt. 12-18-18	Sue Noack (Chair) Appt. 01-28-19	Loella Haskew Appt. 12-18-18		Loella Haskew 2019-21 Appt: 12/13/18	Sue Noack 2019-21 Appt: 12/13/18
2018	Julie Pierce (Chair) Appt: 01/16/18	Carlyn Obringer Appt: 12/12/17	Karen Mitchoff Appt: 01/09/18	Mark Ross	Sue Noack (V Chair) Appt: 01/08/18	Loella Haskew Appt: 12/19/17	Julie Pierce 2018-20 Appt: 2/8/18		Carlyn Obringer 2018-20 Appt: 2/8/18
2017	Julie Pierce (V Chair) Appt: 12/20/16	Ron Leone Appt: 12/13/16	Karen Mitchoff (Chair) Appt: 01/10/17	Mark Ross Appt: 02/15/17	Sue Noack Appt: 01/09/17	Loella Haskew Appt: 12/20/16		Loella Haskew 2017-19 Appt: 12/8/16	Sue Noack 2017-19 Appt: 2/9/17
2016	Julie Pierce Appt: 12/15/15	Ron Leone (Chair) Appt: 12/15/15	Karen Mitchoff (V Chair) Appt: 01/05/16	Mark Ross	David Durant Not Available	Loella Haskew Appt: 12/15/15	Julie Pierce 2016-18 Appt: 11/12/15		Carlyn Obringer 2016-18 7/13/2017
2015	Julie Pierce Appt: 12/16/14	Ron Leone (Vice Chair) Appt: 12/16/14	Karen Mitchoff Appt: 01/06/15	Mark Ross	David Durant Appt: 01/12/15	Loella Haskew (Chair) Appt: 01/20/15		David Durant 2015-17 Appt: 12/11/14	Loella Haskew 2015-17 12/11/2014



## **TRANSPAC Committee Meeting Summary Minutes**

**MEETING DATE:** November 14, 2024

**MEMBERS PRESENT:** Sue Noack (Chair), Pleasant Hill; Carlyn Obringer (Vice Chair) Concord; Loella Haskew, Walnut Creek; Peter Cloven, Clayton; Ken Carlson, Contra Costa County; Mark Ross, Martinez

**PLANNING COMMISSIONERS PRESENT:**

**STAFF PRESENT:** Josh Roden, Brookfield Properties; Guy Bjerke, City of Concord; Michael Stangl, East Bay Regional Park District; Matt Todd, TRANSPAC; Tiffany Gephart, TRANSPAC

**MINUTES PREPARED BY:** Tiffany Gephart

### **1. CONVENE REGULAR MEETING / PLEDGE OF ALLEGIANCE / SELF-INTRODUCTIONS**

Chair Noack called the meeting to order at 9:00 A.M.

### **2. PUBLIC COMMENT**

There were no comments from the public.

### **3. CONSENT AGENDA**

#### **a. Approval of Minutes:**

- **Minutes of the September 12, 2024, TRANSPAC Board Meeting.**

#### **b. CCTA Executive Director's Report Regarding CCTA Actions/Discussion Items.**

#### **c. Items Approved by The CCTA For Circulation to the Regional Transportation Planning Committees and Related Items of Interest.**

#### **d. RTPC meeting summary letters.**

#### **e. CCTA Meeting Updates and Countywide Information Links.**

#### **f. Correspondence and Communication.**

#### **g. Transportation Fund for Clean Air (TFCA) Fund – Fiscal Year 2024/2025 Call for Projects (Amended). Approve the amended recommendation, which allocates \$249,384 in available subregional TFCA funding, in addition to \$37,616 in Measure J Line 21a funding, for the Walnut Creek Bikeway Project and the 511 Contra Costa "Active 4 Me" Program and community engagement initiatives for the FY 2024-2025 TFCA cycle.**

- h. **TRANSPAC TAC Appointments to CCTA Committees.** Approve the appointment of Aaron Elias (Concord) as the alternate representative to the CBPAC for the term ending December 31, 2025, and as the alternate representative to the TCC for the term ending March 31, 2025.
- i. **TRANSPAC Quarterly Financial Reports.** Accept the quarterly financial report for the period ended September 30, 2024.
- j. **2025 TRANSPAC Meeting Schedule.** Approve the TRANSPAC Meeting Schedule for 2025.

*On a motion by Commissioner Haskew seconded by Commissioner Carlson to approve the consent agenda by unanimous vote of the members present (Obringer, Cloven, Haskew, Noack, Carlson, Ross).*

#### **End Consent Agenda**

#### **4. Request For Appropriation of Measure J Funds for Iron Horse Trail Rehabilitation.**

Tiffany Gephart provided an overview of the Measure J Line 13, program and introduced Michael Stangl from the East Bay Regional Parks District. A copy of the presentation is included with the meeting materials available at [transpac.us](https://transpac.us).

Mr. Stangl provided details on completed projects funded by Measure J within the TRANSPAC region, which included improvements to the Contra Costa Canal Trail and the Iron Horse Trail, among others, between 2013 and 2019. He then outlined the proposed 2025 TRANSPAC project, which seeks up to \$500,000 for the rehabilitation of two sections of the Iron Horse Trail, covering approximately 1.5 miles. These sections include areas between Concord Avenue and Diamond Boulevard, as well as between Walden and Ignacio Valley. Mr. Stangl noted that while initial estimates were around \$800,000 for both sections, costs are expected to exceed \$1 million, with Measure J funds serving as matching contributions.

Mr. Stangl emphasized the importance of rehabilitating these heavily used trails, which serve commuters and recreational users alike. He outlined the project details, including asphalt and concrete replacement, noise and dust mitigation measures, and coordination with local jurisdictions. The project is scheduled for the summer of 2025 to minimize disruption for school commuters. Mr. Stangl also described efforts to enhance communication with the public, such as using electronic message boards to notify trail users about upcoming work.

Commissioner Carlson highlighted the timing of the project in relation to the Schroeder Bridge over Treat Boulevard, which requires urgent repairs due to bearing pad failures. He noted that \$1.2 million in funding had been secured for the bridge project, which aligns with the proposed trail rehabilitation schedule. He emphasized the importance of maintaining these vital connections within the regional transportation network.

Mr. Stangl acknowledged Commissioner Carlson’s input and reiterated his commitment to coordination, emphasizing the value of collaborative planning with other agencies and projects. He noted that while trail closures can initially prompt public criticism, the long-term benefits of rehabilitation ultimately garner appreciation. He stressed the importance of effective communication and planning to ensure the success of these initiatives.

Commissioner Carlson emphasized the urgency of addressing infrastructure needs, expressing concern about potential costs and consequences of delaying necessary repairs. He noted that prolonging action could lead to significantly higher expenses and even force closures or demolitions, scenarios that must be avoided.

Mr. Stangl concurred, sharing his experience managing paving for the district over the past five years. He highlighted the importance of proactive investment in maintenance and infrastructure, noting that previous studies recommended doubling the budget to meet the district’s needs. Mr. Stangl underscored the rising costs of repairs and aging infrastructure, emphasizing the need to act swiftly and efficiently.

Commissioner Obringer expressed gratitude for the improvements made in North Concord, noting that the community had long felt underinvested in by both the park district and the city. She acknowledged the positive impact of these efforts and expressed enthusiasm for the proposed repairs in her City Council district. She inquired about the bidding process for the project and whether any challenges were anticipated in meeting the proposed timeline and budget.

Mr. Stangl responded by describing the district’s job order contracting (JOC) system, which has enhanced the organization’s flexibility and efficiency. He explained that new bids would be issued within the next couple of months under a two-year span, ensuring the process could accommodate the upcoming trail work. However, he acknowledged the variability in contractor performance as a recurring challenge. Mr. Stangl highlighted the importance of managing contractors effectively.

***On a motion by Commissioner Carlson seconded by Commissioner Obringer to approve the programming of \$500,000 of Measure J Program 13 Pedestrian, Bicycle, and Trail Facilities funds to rehabilitate the specified sections of the Iron Horse Regional Trail by unanimous vote of the members present (Cloven, Haskew, Noack, Obringer, Carlson, Ross).***

## **5. Concord Reuse Project Update.**

Mr. Todd introduced Josh Roden from Brookfield Properties and Guy Bjerke from the City of Concord, to provide an overview of the conceptual land use plan and project phasing strategy for the Concord Reuse Project (formerly the Concord Naval Weapons Station). The goal of the presentation was to detail the progress made towards the specific plan for the redevelopment

of the Concord Naval Weapons Station site. The presentation is included with the agenda packet and is available at [transpac.us](https://transpac.us).

Commissioner Haskew inquired about the Navy's cleanup responsibilities concerning the former Coast Guard property. Mr. Bjerke clarified that the Coast Guard property is not part of the Navy's remediation obligations, as it was transferred previously. The current property owners are working on their own remediation assessments, which are expected to be minimal due to the site's prior residential use.

Mr. Roden detailed planned infrastructure developments, including a new fire station to serve both the existing gap area and the redevelopment project. Additionally, a second fire station is proposed for the southern portion of the development. The project also includes improvements to Kenny Road, which runs beneath Highway 4, providing critical connectivity between the northern and southern areas of the development.

Coordination with East Bay Regional Parks was another focal point. Mr. Roden described plans for a staging area and improved access south of Bailey Road. The East Bay Regional Park District is also working to rehabilitate an existing building into a visitor center, which will feature educational components about the Port Chicago Memorial in collaboration with the National Park Service.

Mr. Roden provided an overview of the conceptual land use plan, emphasizing major infrastructure components and access considerations. The design focuses on connecting the area to the BART station and utilizing key roadways, such as Willow Pass Road and Port Chicago Highway, to establish links to Highway 4, downtown Concord, and Bailey Road. A main arterial road is planned to run centrally, providing connectivity from BART to Bailey Road. Additionally, a perimeter collector road will encircle the development, offering scenic access to the rehabilitated Mount Diablo Creek corridor. This rehabilitation effort aims to restore the creek's native vegetation, manage flooding, and enhance riparian habitats.

Mr. Roden highlighted the proposed conceptual land use plan, which incorporates residential areas (various shades of yellow), mixed-use districts (shaded purple with higher densities), a Higher Education Campus district (light blue), and an innovation commercial district (salmon). The plan also includes significant green spaces, such as the tournament sports park and citywide park near Mount Diablo Creek. Infrastructure improvements, such as a realigned Willow Pass Road and a new bridge crossing the creek, essential components of the first phase of development.

The open space plan showcases over 800 acres dedicated to parks and recreational areas. Notable features include the Ridge Top Park, a linear park offering pedestrian-friendly connections between BART, Thurgood Marshall Park, and other key areas.

The project will be implemented in five major phases, guided by utility access and infrastructure constraints. Phase 1 will focus on creating horizontal mixed-use developments with commercial

and residential components, including affordable housing near the BART station. This proximity will facilitate access to transit and improve funding opportunities for affordable housing.

Subsequent phases will introduce the Campus District and innovation areas, expanding residential and commercial opportunities as infrastructure becomes operational. Public-private partnerships have been pivotal to this process, with Brookfield Properties and local stakeholders emphasizing community engagement to shape the foundational aspects of the plan.

While awaiting approval of the term sheet with the Navy, the development team is conducting traffic studies and engaging with utility and infrastructure providers, including PG&E, Contra Costa Water District, and Central Sanitary District. This preparatory work ensures that foundational elements are addressed before the specific plan progresses further.

The plan includes 55 acres for school sites, with considerations for declining enrollment and existing schools on the west side of the project. Legal agreements guarantee provisions for a food bank, permanent supportive housing, and a veterans' hall, while the development also incorporates financial contributions for sports parks, libraries, and other civic amenities.

Looking ahead, the project timeline anticipates full approval of the Environmental Report, Specific Plan, and Disposition and Development Agreement by 2027. A Memorandum of Understanding and purchase agreement with the Navy are expected to finalize in 2028, enabling the first phase of property transfers and initial improvements to begin.

Commissioner Obringer inquired about upcoming virtual meetings, noting a session scheduled for December 12, 2024. Mr. Roden elaborated on the community engagement approach, which includes quarterly workshops or open houses held in various formats to accommodate public input. The December session, conducted virtually, will feature updates and potentially breakout rooms for feedback. Earlier sessions had been in-person, organized as stations where attendees could interact on specific topics like parks and open spaces, which emerged as a community priority.

Mr. Roden discussed the ongoing transportation analysis. The study, which is still in progress, examines the impacts on existing roadways like Port Chicago Highway and Willow Pass Road, which will be rebuilt. Plans include extending Evora Road through the project area, connecting to Port Chicago Highway, and creating a link under Highway 4. The analysis considers potential mitigations, including auxiliary lanes on Highway 4, and highlights the need for state and federal funding to address broader infrastructure challenges.

Mr. Bjerke added that once the draft transportation mitigation concepts are ready, consultations with local jurisdictions will ensure alignment with community needs. The County Transportation Authority's model is being utilized, with Brookfield Properties engaging transportation experts to guide the process.

When asked about alternative transportation, Mr. Roden mentioned exploring autonomous shuttle systems paired with pedestrian and bike lanes. While in the conceptual phase, the initiative aims to leverage the project's scope for innovative solutions, potentially establishing the area as a testing ground for advanced transportation technologies.

Regarding sustainability, Mr. Roden detailed plans for a recycled water system, incorporating infrastructure early in the development process while aligning funding strategies to prioritize financial feasibility. The project is structured so that each phase—beginning with phase one—can operate independently, ensuring financial viability without dependency on later phases.

Energy considerations are a key focus, with discussions on creating a micro district independent of PG&E, integrating solar energy across residential buildings, and leveraging expertise from Brookfield Renewable and Brookfield Infrastructure. The goal is to future-proof the development for a transition to all-electric systems, aligning with California's evolving energy standards. These plans reflect a commitment to balancing innovative infrastructure, sustainability, and financial practicality while actively engaging with the community and local stakeholders to address their priorities and concerns.

Commissioner Ross asked how many houses and people are anticipated to occupy the site. Mr. Roden explained that there are approximately 12,272 homes in the community, of which around 8,000 are considered single-family residences. These include both attached townhomes and detached houses on smaller lots, reflecting a higher-density housing model compared to more conventional neighborhoods like those currently in Concord. Additionally, about 4,000 residences are comprised of garden-style apartments and podium-style buildings with five to six stories, bringing the area's total population to just over 30,000 residents. Josh also highlighted the presence of 6 million square feet of commercial and institutional space.

## **6. TRANSPAC CCTA Representative Report.**

### Planning Committee

Commissioner Haskew shared that the planning committee's latest session had been canceled. However, she emphasized the value of a recent two-and-a-half-day CCTA retreat, during which members conducted in-depth discussions on future strategies and ways for the agency to adapt to emerging challenges to enhance its effectiveness.

### Administration and Projects Committee

Following Commissioner Haskew's update, Commissioner Noack noted that while the APC meeting did not produce any notably significant updates, she echoed Commissioner Haskew's sentiments about the importance and productivity of the CCTA off-site retreat, highlighting its role in shaping the agency's future direction.

**7. METROPOLITAN TRANSPORTATION COMMISSION REPORT.**

No comments from the Board.

**8. TAC ORAL REPORTS BY JURISDICTION.**

No comments from the TAC.

**9. BOARD MEMBER COMMENTS.**

At the TRANSPAC meeting, Commissioners Carlson, Noack and Obringer expressed their gratitude and appreciation for outgoing Commissioners Mark Ross, Loella Haskew, and Peter Cloven and their contributions. Commissioners, Ross, Haskew and Cloven reflected on their time in public service and on TRANSPAC and expressed gratitude for the opportunity to serve.

**10. MANAGING DIRECTOR'S REPORT.**

No comments from the Managing Director.

**11. ADJOURN / NEXT MEETING.**

The meeting adjourned at 10:17 a.m. The next regular meeting will be held on February 13, 2024, at the City of Pleasant Hill Large Community Room – 100 Gregory Lane, Pleasant Hill.

## TRANSPAC Committee Meeting Summary Minutes

**MEETING DATE:** January 23, 2025

**MEMBERS PRESENT:** Sue Noack (Chair), Pleasant Hill; Carlyn Obringer (Vice Chair) Concord; Kevin Wilk, Walnut Creek; Richard Enea, Clayton; Ken Carlson, Contra Costa County; Brianne Zorn, Martinez

**PLANNING COMMISSIONERS PRESENT:** Molly Clopp, Walnut Creek

**STAFF PRESENT:** Matt Todd, TRANSPAC; Tiffany Gephart, TRANSPAC

**MINUTES PREPARED BY:** Tiffany Gephart

### 1. CONVENE REGULAR MEETING / PLEDGE OF ALLEGIANCE / SELF-INTRODUCTIONS

Chair Noack called the meeting to order at 9:00 A.M.

### 2. PUBLIC COMMENT

There were no comments from the public.

### 3. APPOINTMENT OF TRANSPAC REPRESENTATIVE TO CCTA.

Commissioner Noack nominated Vice Chair Obringer as the primary TRANSPAC representative to the CCTA Board. Member Ken Carlson then nominated Kevin Wilk as the alternate for the term February 1, 2025 – January 31, 2027. Richard Enea was nominated as the alternate for the period ending January 31, 2026, to replace Peter Cloven.

Matt Todd clarified that, per TRANSPAC’s structure, either alternate could serve in place of either representative as needed.

***On a motion by Commissioner Noack seconded by Commissioner Carlson to appoint Carlyn Obringer as the primary TRANSPAC representative to the CCTA Board and Kevin Wilk as the alternate member to the CCTA Board for the term February 1, 2025 – January 31, 2027, and Richard Enea as the alternate TRANSPAC representative to the CCTA Board for the term ending January 31, 2026, by unanimous vote of the members present (Obringer, Enea, Zorn, Noack, Carlson, Wilk).***



**4. INNOVATE 680 POLICY ADVISORY COMMITTEE APPOINTMENT.**

Mr. Todd reviewed the current appointments for the Innovate 680 Policy Advisory Committee (PAC) noting that there were vacancies for the cities of Martinez and Walnut Creek. Commissioner Brianne Zorn commented that the City of Martinez appointed Debbie McKillop as the primary TRANSPAC representative to the Innovate 680 PAC and herself as the alternate appointment. Commissioner Kevin Wilk agreed to serve as the Primary representative for Walnut Creek replacing former Councilmember Loella Haskew.

*On a motion by Commissioner Noack seconded by Commissioner Zorn to approve the appointment of Debbie McKillop as the primary TRANSPAC representative and Brianne Zorn as the alternate from the City of Martinez and Kevin Wilk as the primary TRANSPAC representative from the City of Walnut Creek to the Innovate 680 PAC by unanimous vote of the members present (Obringer, Enea, Zorn, Noack, Carlson, Wilk).*

**5. BOARD MEMBER COMMENTS.**

No comments from the Board.

**6. MANAGING DIRECTOR'S REPORT.**

No comments from the Managing Director.

**7. ADJOURN / NEXT MEETING.**

The meeting adjourned at 9:19 a.m. The next regular meeting will be held on February 13, 2025, at the City of Pleasant Hill Large Community Room – 100 Gregory Lane, Pleasant Hill.

**THIS PAGE INTENTIONALLY BLANK**

**EXECUTIVE DIRECTOR'S REPORT**  
**November 20, 2024**

**Hometown Halloween:** October 26, 2024

Jay Zhang, Emily Owen and Jack Hall participated in the Hometown Halloween event in the City of Brentwood as part of the Community Event Series. This was a very successful event with Authority staff engaging with more than 1,000 community members. This was also the final event of the 2024 Community Event Series.

**“On the Patio” with Congressman Mark DeSaulnier:** October 30, 2024

I recorded another “On the Patio” podcast episode with Congressman Mark DeSaulnier. We discussed his journey in becoming a congressman and his continued support for transportation including the recent award of the National Infrastructure Project Assistance (MEGA) Program grant from the United States Department of Transportation (USDOT).

**Navier:** October 31, 2024

Michael Blasky and I were hosted by San Francisco Bay Ferry in a demonstration of the Navier zero emission hydrofoil ferry vessel. We discussed opportunities to deploy in Contra Costa County and a potential pilot between the cities of Martinez and Richmond. During the demonstration, we were able to ride in the vessel and experience the hydrofoil, which allows the vessel to operate in 18 inches of water and creates almost no wake, allowing it to maintain high speeds through no-wake zones. Due to the hydrofoil technology and size of the vehicle, the vessel should have a positive experience for a short-distance water taxi service.

**MEGA Press Conference:** October 31, 2024

The Authority hosted a press conference for the award of the \$166 million MEGA grant for the Innovate 680 Express Lane Completion and Coordinated Adaptive Ramp Metering projects. Speaker Emirta Nancy Pelosi, Congressman Mark DeSaulnier, Authority Board Chair Newell Arnerich, Metropolitan Transportation Commission Executive Director Andy Fremier, Contra Costa Building Trades Council Executive Director William Whitey, Lindy Johnson, and I participated in the press conference. The press conference was well attended by ABC, KPIX, KTUV, and local papers including the Pleasanton Weekly and Diablo Magazine. Per our media digest, the press release reached more than 300,000 and garnered \$116,000 in media value.

**Murwood Elementary GoMentum Station Tour:** November 1, 2024

The Authority hosted two classes of fourth graders from Murwood Elementary in the City of Walnut Creek at GoMentum Station. The students are studying systems engineering. We provided demonstrations of the Holon shuttle, smart signals, testing equipment, and visited Glydways.

**GoMentum 2.0:** November 5, 2024

Lindy Johson and I met with James Hacker, Senior Advisor to the Governor’s Office, to provide an overview of GoMentum Station and planned expansion into a proving ground with associated workforce development programs. We discussed autonomous vehicle policy, commercial regulations, and potential funding opportunities. We also met with GoBiz to provide an update on GoMentum Station discussions with United States Steel, workforce development programs, and governance for the GoMentum Innovation Alliance. They were highly interested in the alliance and provided insights on who should participate from the State.

**Innovate 680 Project Labor Agreement (PLA):** November 6, 2024

Authority staff had their first meeting with the Contra Costa Building Trades Council to discuss the project labor agreement for the Innovate 680 MEGA grant projects. We discussed the draft PLA, mechanics, and questions to better understand the PLA.

**“On the Patio” Podcast with Jeff Matheson:** November 6, 2024

I recorded another episode of the “On the Patio” podcast with Jeff Matheson, the Executive Director of Rossmoor, to discuss the autonomous shuttle project at Rossmoor. We provided an overview of Rossmoor, a senior active community in the City of Walnut Creek, transportation challenges for the community and its residents, and how the autonomous shuttle provides independence to the community.

**Mobility Innovation Workshop:** November 11-14, 2024

Authority Board Chair Newell Arnerich and I participated in the Mobility Innovation Workshop in Nagoya, Japan. I was invited to speak about our autonomous vehicle projects, discuss future plans, and evaluation of the business model for scaled deployments. The workshop is sponsored by the Mobility Innovation Alliance, Intelligent Transport Systems Japan, and Ministry of Japan. The workshop was attended by USDOT and international attendees to discuss the current state of autonomous vehicles internationally, shared lessons learned through breakout session, and we experienced live demonstrations in Japan.

**Focus on the Future:** November 11-12, 2024

Hisham Noemi, John Hoang, Lindy Johnson, Sherri Sylva, Matt Kelly, and Colin Clarke attended the Focus on the Future Conference in Long Beach, California. Matt Kelly was invited to speak about vehicle miles traveled (VMT) and our approach to mitigate for Innovate 680. The VMT panel discussed challenges with current regulations and the need to focus on the Senate Bill 743 intent of reducing greenhouse gas emissions. This year, the Focus on the Future conference concentrated a set of sessions on passing transportation current measures that included lessons learned from other counties who considered or placed a measure on the ballot in 2024. Lindy Johnson and other staff attended both and found them to be detailed and informative.

## **Presto Update**

### **Bishop Ranch Presto**

The total ridership for the Presto Service at Bishop Ranch in October 2024 was 49. This is a 31% decrease from the previous two months, with 71 riders in September 2024 and 70 riders in August 2024. Several corporate tenants have moved out of buildings that are served by the shuttles which has impacted demand.

### **Rossmoor Ridership**

Rossmoor launched service on August 1, 2024, continuing to grow its ridership, with a total of 731 riders since launch, October 2024 had a total of 247 riders a 61% increase, from September 2024 which had a total of 153 riders. There are two shuttles in rotation with a 15-minute roundtrip, from 7 AM to 5 PM. Each shuttle has a charge break every couple of hours.

## **Website Update**

CCTA.net saw a small decrease in active users in October 2024 (4%), though our engagement remains high meaning most of our visitors are intentionally visiting the site and spending time on our homepage and other pages. The Authority's Our Team webpage saw the largest increase in traffic in October 2024.

## **Social Media Update**

LinkedIn had two top performing posts in October 2024. One post highlighted the two Deputy Executive Director job postings and the other an episode of the "On the Patio" podcast. This was followed by a post spotlighting the Bike East Bay award for the Mokelumne Trail Overcrossing.

The Authority's X rates were down overall but the engagement rate on the posts increased from the previous month. The top three posts included Clean Air Day, "On the Patio" podcast episode with Archer, and Lafayette's commitment to traffic safety improvements around schools.

On Facebook, engagement was up while impressions were down. The top performing posts included Clean Air Day, Free Ferry Fridays, and the Martinez PRESTO Project. We also ran Facebook Ads in September 2024, which may account for some of the decrease in impression percentages in October 2024.

Metric	October 1st - 31st	vs Previous Period
<b>@CCTA LinkedIn</b>		
Followers	1,787	+0.6%
Posts	3	-72.7%
Impressions	4,152	-48.3%
Engagement Rate	4.78%	-38.8%
Total Engagements	123	-55.4%
<b>@CCTA X (Formerly Twitter)</b>		
Followers	1,208	-0.4%
Posts	7	-46.2%
Impressions	1,948	-72.3%
Engagement Rate	5.07%	+16.9%
Total Engagements	110	-57%
<b>@CCTA Facebook</b>		
Followers	2,390	+0.6%
Posts	13	-43.5%
Impressions	1,619	-65.6%
Page Engagement	3,407	+841%
<b>@Ride_Presto</b>		
X Followers		
IG Followers		

*Staff Out-of-State Travel: Christina Hartley attended the eBuilder Conference 2024 in Cleaveland, Ohio from May 13-17, 2024, for a total amount of \$2,098.60. Chair Arnerich attended Hochbahn/Holon negotiations in Germany from August 18-30, 2024, for a total amount of \$3,677.83. Lindy Johnson attended the American Public Transportation Association Workforce Summit in Washington, D.C. from August 20-23, 2024, for a total amount of \$2,661.67. Chair Arnerich attended a Site Tour/negotiations with IDIADA in Spain from September 21-October 1, 2024, for a total amount of \$7,525.16.*

**EXECUTIVE DIRECTOR'S REPORT**  
**December 18, 2024**

**Federal Transit Administration:** November 19, 2024

Jack Hall hosted Danyell Diggs from Federal Transit Administration and Ashley Nylen from the United States Department of Transportation (USDOT) Office of the Secretary of Transportation to participate in demonstrations of the Automated Driving Systems projects including Presto Bishop Ranch, Presto Rossmoor, Presto Martinez, and Cooperative Congestion Management. The demonstrations were successful, and we impressed both Danyell and Ashley with the depth of our work, team, and experience. They appreciated our commitment to innovate and overcoming barriers that have deemed challenging for State Departments of Transportation.

**Consulate General of Mexico:** November 20, 2024

Lindy Johnson and I were invited to speak to discuss our innovation program, GoMentum Station, and Presto demonstrations. We explained our vision for the future to scale deployment of innovative technologies throughout Contra Costa County and how we plan to support them through GoMentum Station 2.0.

**Japanese Ministry Land, Infrastructure, Transport, and Tourism Delegation:** November 22, 2024

Lindy Johnson and I hosted a delegation from the Japanese Ministry Land, Infrastructure, Transport, and Tourism. They were interested in the Presto demonstration projects, current and future business models, insurance, and how we mitigated risk for these deployments.

**Washington D.C. Advocacy Trip:** December 2-3, 2024

Lindy Johnson and I met with the USDOT and Build America Bureau (BAB) to send our gratitude and appreciation for the recently awarded National Infrastructure Project Assistance program (Mega) grant for Innovate 680. We were able to have a discussion with the MEGA and BAB grant teams to discuss next steps to expedite execution of the grant funding agreements. We also met with our congressional delegation to extend our appreciation for their support of the grants and provided them with updates of our projects, particularly, GoMentum Station 2.0 and had discussions with U.S. Steel. We met with the Intelligent Transportation Systems Joint Project Office to discuss Vehicle to Everything (V2X), our participation in testing and demonstrations utilizing the GoMentum Station Signal Lab and engaging with the national V2X cohort.

**City of Martinez Holiday Parade:** December 6, 2024

Lindy Johnson, Michael Blasky, and I participated in the City of Martinez Holiday parade. We walked with Presto and promoted the service in the parade. It was a great opportunity to educate residents about the service and the Authority.

## **Presto Update for Rossmoor**

Beep reported 34 riders in November 2024 for the Rossmoor service. The operation was suspended on Tuesday, November 5, 2024, due to construction activities in the Gateway Clubhouse parking lot. The Shared Autonomous Vehicle uses part of the parking lot to complete its loop and return to the starting station. Currently, a section of the parking lot is fenced off for a solar panel installation, which is expected to be completed by January 15, 2025. Beep is coordinating with the National Highway Traffic Safety Administration on changing the route and anticipates it may take a month for final approval. Beep and the project team have suspended operation until the issue is resolved.

## **Presto at Bishop Ranch**

The Presto Bishop Ranch ridership was 21 during the month of November 2024. Remote work and key tenants moving out of the Business Park have impacted ridership, along with the holidays in November.

## **Website Update**

During the month of November 2024, the Authority's website received 4,600 visitors, a slight decrease over the previous month. Overall, our meetings page continues to be the most visited. Pages related to job announcements were popular during this time, likely a result of the open Deputy Executive Director and Administrative Assistant positions. The news page – especially the story related to Free Ferry Fridays – also saw an increase in visitors.

## **Key Context**

- **MEGA Grant news:** Posts highlighting the Authority's \$1.6 million grant from the USDOT and federal funding for the Interstate 680 projects had the highest impressions and engagement across all three platforms.
- **LinkedIn Growth:** The platform showed significant growth in both followers and impressions from posts highlighting job opportunities at the Authority and grant awards (MEGA, Safe Routes 4 All).
- **Advertisement Boost:** The Authority's PRESTO Martinez advertisement on Facebook reached more than 30,000 unique individuals in October and November 2024, generating more than 1,000 clicks to the Authority's [ridepresto.com](https://ridepresto.com) website.



**Social Media - General Metrics**

Platform	Posts	Followers	Earned Impressions	Post Engagements
LinkedIn	9	+47 (2.6% increase)	9,917	206 (94% ↑)
Facebook	8	-3 (0.1% decrease)	9,925	42 (61.5% ↓)
Twitter	10	-40 (3.3% decrease)	995	47 (28.8% ↓)

*Staff Out-of-State Travel: Ying Smith attended the USDOT SMART Summit in Boston, Massachusetts from July 9-11, 2024 for a total of \$1,797.83. Timothy Haile attended Hochbahn/Holon negotiations in Germany from August 18-23, 2024, for a total amount of \$3,931.55. Tim Haile attended a Site Tour/negotiations with IDIADA in Spain from September 21-October 1, 2024, for a total amount of \$7,366.59. Chair Arnerich attended the Mobility Innovation Week Conference in Japan from November 11-15, 2024, for a total amount of \$3,816.04.*

**EXECUTIVE DIRECTOR'S REPORT**  
**January 15, 2025**

**Meeting with Assemblymember Wilson:** December 16, 2024

I met with Assemblymember Lori Wilson to discuss future legislation, comments on the Department of Motor Vehicle commercial autonomous vehicle regulations and provided an update on the GoMentum Station Innovation Alliance.

**Innovate 680 Executive Steering Committee Meeting:** December 19, 2024

The Authority hosted the Innovate 680 Executive Steering Committee with executive leadership from the California Department of Transportation and Metropolitan Transportation Commission to provide project updates, discuss the funding plan for the program including the Mega grant and the delivery strategy for Coordinated Adaptive Ramp Metering in the corridor.

**Transportation Research Board (TRB) Annual Meeting 2025:** January 5-9, 2025

John Hoang, Matt Kelly, Hisham Noeimi, Stephanie Hu, Lindy Johnson, and I attended the annual TRB meeting in Washington, D.C. The annual meeting attracts over 14,000 transportation professionals to discuss the latest in research, policy, and challenges facing transportation today. This is a great chance to attend over 1,000 plenary and poster sessions on various topics supported by over 170 committees. Stephanie and Matt presented a poster about the vehicle-miles travelled mitigation strategy for Innovate 680 and the completion of the express lanes. Lindy Johnson attended the Workforce Development Committee to promote the GoMentum Station Innovation Alliance, and conducted interviews with key individuals that could potentially serve on the Advisory Board and Regional Workforce Council or provide valuable feedback on the Gaps and Needs assessment.

**Bishop Ranch Ridership**

Ridership for the Presto Service at Bishop Ranch in December 2024 was 68, showing a 70% increase compared to November's ridership of 40. This increase follows a decline over the previous two months, during which ridership was 49 and 71 passengers, respectively. However, in December 2023, ridership reported 115 passengers, indicating a continued decrease in demand for the service this year, which may be partly attributable to some tenants moving out of offices at the Bishop Ranch complex.

**Rossmoor Ridership**

Rossmoor launched the service on July 22, 2024 and Beep reported a total of 764 riders since launch to the end of 2024. The operation was suspended on November 5, 2024 due to construction along the shuttle route and resumed on December 19, 2024. Beep reported 18 riders for the 7 days of operation in December 2024.

## Website Update – Key Context

The Authority’s website saw a decrease in users during the month of December 2024 – as to be expected during the holiday season. Of note, there was an increase in viewership of our Automatic Transit Network page – describing Glydways and our proposed East County project. This is likely a result of media around Glydways’ decision to continue testing at a new facility in the City of Richmond. Most of our traffic comes to the website directly (users typing in the Authority’s website address) or organic search. We hope to see an increase in referrals as we promote the updated Projects page, which we will be launching in January 2025 and begin to promote the Countywide Transportation Plan.

## Social Media – Key Context

- The Authority’s Facebook promotion of our participation in the December 2024 holiday parade in the City of Martinez was a surprise “viral” success, generating more than 10,000 impressions and 1,000 engagements – more than half of the total audience reach on Facebook during December 2024. The success was due to timeliness, as well as the Authority offering a call-to-action for riders to use PRESTO to get to the parade. During the parade, one of our May Mobility vehicles was wrapped in holiday lights and seen by thousands of residents. The Authority handed out informational cards about PRESTO and the Authority to parade watchers to maximize the opportunity for engagement.
- Congressman Mark DeSaulnier’s appearance on the “On the Patio” podcast was promoted on Facebook and LinkedIn, generating significant engagements and likes. The Authority also highlighted GoMentum partner Glydways on its expansion to the City of Richmond – an economic success story that was well received by our audience and saw multiple reposts and comments.
- Posts promoting the Authority’s sponsorship of the Free Ferry Fridays continued to perform well on Facebook, LinkedIn and X, with the content also receiving strong interest boosted from local media (San Francisco Chronicle, Richmond Standard).

## Social Media – General Metrics

Platform	Posts	Followers	Impressions	Engagements
LinkedIn	5	+27 (1.5% increase)	5,705 (45.9% ↓)	235 (14% increase)
Facebook	9	+9 (0.3% increase)	23,079 (133% ↑)	2,034 (4600% increase)
X	4	-15 (1.3% decrease)	842 (15.3% ↓)	64 (36% increase)

*Staff Out-of-State Travel: Vice Chair Hernandez-Thorpe attended the Province of Noord-Holland meeting in Amsterdam, Netherlands and Barcelona, Spain from September 26-October 2, 2024, for a total amount of \$5,512.52. Vice Chair Hernandez-Thorpe attended a negotiation meeting with Beep in Orlando, Florida from August 11-12, 2024, for a total amount of \$965.12.*



COMMISSIONERS

Newell Arnerich,  
Chair

Lamar Hernandez-  
Thorpe, Vice Chair

Ken Carlson

Paul Fadelli

Federal Glover

Loella Haskew

Chris Kelley

Aaron Meadows

Sue Noack

Scott Perkins

Renata Sos

---

# MEMORANDUM

---

To: Matt Todd, TRANSPAC  
Chris Weeks, SWAT  
Robert Sarmiento, TRANSPLAN  
Diane Friedmann, TVTC  
John Nemeth, WCCTAC  
Shawn Knapp, LPMC

From: Timothy Haile, Executive Director

Date: November 19, 2024

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

---

Timothy Haile,  
Executive Director

At its October 30, 2024 meeting, the Authority discussed and approved the following agenda item recommendations, which may be of interests to the Regional Transportation Planning Committees:

- A. *The Authority Board received an informational quarterly project status report of the current Measure projects for July – September 2024.*
  
- B. *The Authority Board authorized the Chair to approve Resolution 23-06-A (Rev 1), which adopted a revised Americans with Disabilities Act of 1990 Reasonable Accommodations Policy to allow Authority Board and Committee Members to participate remotely as a reasonable accommodation for a member of the legislative body with a qualifying disability that precludes the member’s in-person attendance at meetings, subject to requirements of the Brown Act.*

2999 Oak Road  
Suite 100  
Walnut Creek  
CA 94597  
PHONE: 925.256.4700  
FAX: 925.256.4701  
www.ccta.net

- C. *The Authority Board authorized the release of the Request for Proposals No. 24-4 to provide services as described in the Scope-of-Work for the Countywide Safe Routes to School Project.*
- D. *The Authority Board authorized the release of the Request for Proposals No. 24-3 to solicit proposals from firms qualified in developing a comprehensive software solution for the One-Call/One-Click Contact Center.*
- E. *The Authority Board approved Resolution 24-51-G for West Contra Costa Transit Authority dba WestCAT's (WCCTA) Regional Measure 3 (RM3) funding allocation request in the amount of \$6,666,666 for Zero Emission Bus and Infrastructure from the North Bay Transit Access Category and Resolution 24-52-G to approve WCCTA's RM3 funding allocation request in the amount of \$5,000,000 for Bus Acquisition from the Interstate 80 Transit Improvements category and authorized staff to forward the resolutions to the Metropolitan Transportation Commission.*
- F. *The Authority Board approved the Final Contra Costa Interstate 680 Comprehensive Multimodal Corridor Plan.*
- G. *The Authority Board received an informational update on GoMentum Station Operations.*

**\*To view the full meeting packet with additional agenda item information, please visit our meetings webpage [here](#). Attachments to the Authority Board packet can be found in the Administration and Projects Committee and Planning Committee packets as referenced in the staff report.**



COMMISSIONERS

Newell Arnerich,  
Chair

Lamar Hernandez-  
Thorpe, Vice Chair

Ken Carlson

Paul Fadelli

Federal Glover

Loella Haskew

Chris Kelley

Aaron Meadows

Sue Noack

Scott Perkins

Renata Sos

Timothy Haile,  
Executive Director


2999 Oak Road  
Suite 100  
Walnut Creek  
CA 94597  
PHONE: 925.256.4700  
FAX: 925.256.4701  
www.ccta.net

---

# MEMORANDUM

---

To: Matt Todd, TRANSPAC  
Chris Weeks, SWAT  
Robert Sarmiento, TRANSPAN  
Diane Friedmann, TVTC  
John Nemeth, WCCTAC  
Shawn Knapp, LPMC

From: Timothy Haile, Executive Director 

Date: December 5, 2024

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

---

At its November 20, 2024 meeting, the Authority discussed and approved the following agenda item recommendations, which may be of interests to the Regional Transportation Planning Committees:

- A. *The Authority Board authorized the Chair to approve Resolution 24-56-P, which authorizes the programming of \$187,000 in remaining Cycle 4 formulaic Local Partnership Program funds to the Countywide Smart Signals Project (Project) and authorizes staff to deposit \$119,000 in secured local contributions in the Authority’s Fund Exchange Reserve for future cost increases on the Project and other projects administered by the Authority, if needed.*
- B. *The Authority Board authorized the Chair to execute Cooperative Agreement No. 24.SW.05 with the Town of Danville and approved Resolution 24-59-P appropriating \$1,192,000 of Measure J funds for the construction phase of*

---

*the San Ramon Valley Boulevard Improvements Project (Project 24033).*

- C.** *The Authority Board authorized the Chair to execute Agreement No. 710 with Ernst and Young in the amount of \$120,000, to complete Phase 2 of the economic analysis for GoMentum Station and allowed the Executive Director or designee to make any non-substantive changes to the language.*
- D.** *The Authority Board approved Resolution 24-34-G to allocate Measure J Sub-Regional West County Additional Transportation Services for Seniors and People with Disabilities (Program 20b) funds for Fiscal Year 2024-25, in the amount of \$776,100.*
- E.** *The Authority Board authorized the Chair to execute Amendment No. 2 to Cooperative Agreement No. 18W.04 with Alameda County Transportation Commission, allowed additional time to complete the Development of the Bi-County Travel Model, and allowed the Executive Director or designee to make any non-substantive changes to the language. This amendment extended the agreement termination date from December 31, 2024 to December 31, 2025.*
- F.** *The Authority Board approved Resolution 24-57-A to create and establish the GoMentum Innovation Alliance including a Strategic Advisory Board and a Regional Workforce Council.*
- G.** *The Authority Board authorized the Executive Director or designee to execute Agreement No. 100.02 with Federal Highway Administration for implementation of the Innovate 680 – Northbound I-680 Express Lane Completion Phase 1 (Project 8009.02) and Coordinated Adaptive Ramp Metering Segments 1 and 3A (Project 8009.06), including future amendments.*
- H.** *The Authority Board received an update on proposed principles for supporting a regional Transportation Revenue Measure framework.*



**\*To view the full meeting packet with additional agenda item information, please visit our meetings webpage [here](#). Attachments to the Authority Board packet can be found in the Administration and Projects Committee and Planning Committee packets as referenced in the staff report.**



COMMISSIONERS

Newell Arnerich,  
Chair

Ken Carlson

Darlene Gee, Alt.

Federal Glover

Chris Kelley

Aaron Meadows

Sue Noack

Carlyn Obringer, Alt.

Karen Stepper, Alt.

Rita Xavier, Alt.

Timothy Haile,  
Executive Director

---

# MEMORANDUM

---

To: Matt Todd, TRANSPAC  
Chris Weeks, SWAT  
Robert Sarmiento, TRANSPLAN  
Diane Friedmann, TVTC  
John Nemeth, WCCTAC  
Shawn Knapp, LPMC

From: Timothy Haile, Executive Director

Date: January 7, 2025

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

---

At its December 18, 2024 meeting, the Authority discussed and approved the following agenda item recommendations, which may be of interests to the Regional Transportation Planning Committees:

- A. *The Authority Board approved Resolution 24-60-P, which concurred with the Regional Measure 3 allocation request in the amount of \$150,000, for the Cutting Boulevard Transit Improvements Project (Project) in the City of Richmond. This allocation will fund preparation of Plans, Specifications, and Estimates for the Project.*
- B. *The Authority Board approved Resolution 24-62-P, which authorized submittal of an allocation request to the Metropolitan Transportation Commission, in the amount of \$440,000 in Regional Measure 3 funds, to complete the environmental phase of the Innovate 680 – Walnut Creek Bay Area Rapid Transit Station Shared Mobility Hub (Project 8009.04).*

2999 Oak Road  
Suite 100  
Walnut Creek  
CA 94597  
PHONE: 925.256.4700  
FAX: 925.256.4701  
www.ccta.net

- 
- C. *The Authority Board approved Resolution 24-63-P, which authorized submittal of an allocation request to the Metropolitan Transportation Commission, in the amount of \$500,000 in Regional Measure 3 funds, to complete the environmental phase of the Innovate 680 – Bollinger Canyon Road Shared Mobility Hub (Project 8009.04).*
- D. *The Authority Board authorized the Chair to execute Amendment No. 3 to Agreement No. 560 with Advanced Mobility Group in the amount of \$500,000, for a new total agreement value of \$5,344,536, to provide additional project and systems management services, extend the agreement termination date to December 30, 2025, and allowed the Executive Director or designee to make any non-substantive changes to the language.*
- E. *The Authority Board authorized the Chair to execute Amendment No. 5 to Agreement No. 545 with COWI North America, Inc. in the amount of \$60,000, for a new total agreement value of \$2,986,082, to provide additional design and engineering services for the Bollinger Canyon Road – Iron Horse Trail Bicycle and Pedestrian Overcrossing (Project 120025), and allowed the Executive Director or designee to make any non-substantive changes to the language.*
- F. *The Authority Board authorized the Chair to execute Amendment No. 2 to Agreement No. 622 with Central Contra Costa Transit Authority dba County Connection to extend the agreement termination date to September 30, 2025, with no increase in budget for the Innovate 680 – Bay Area Mobility-on-Demand/Mobility-as-a-Service (Project 8009.05), and allowed the Executive Director or designee to make any non-substantive changes to the language.*
- G. *The Authority Board authorized the issuance of Request for Proposals No. 24-10 for Construction Management (CM) services for the Interstate 680/State Route 4 Interchange Improvements, Phases 1, 2A, and 4 (Project 6001b) (Project). The Project is in the final design phase and is ready for constructability and biddability reviews from the CM team.*
- H. *The Authority Board authorized for the Chair to execute Amendment No. 6 to Agreement No. 503 and Task Order No. 1C with WMH Corporation in the amount of \$3,100,000, for a new total agreement value of \$30,005,044, to complete the environmental revalidation, finalize the design, and prepare separate bid packages for Phases 2A and 4 of the Interstate 680/State Route*

---

*4 Interchange Improvements, Phases 1, 2A, and 4 (Project 6001), extend the agreement termination date to June 30, 2026, and allowed the Executive Director or designee to make any non-substantive changes to the language.*

- I. *The Authority Board authorized the Executive Director or Designee to execute Cooperative Agreement No. 120.02 with the United States Department of Transportation in the amount of \$1 million in Innovative Finance and Asset Concession Grant Program funds, including future amendments, to support the Countywide Mobility Hub Network Study (Project 31010).*
- J. *The Authority Board authorized the issuance of Request for Proposals No. 24-8 to develop a qualified Shared Autonomous Vehicles vendor list.*
- K. *The Authority Board approved Resolution 24-65-P, which authorized utilizing \$550,000 in Fund Exchange Reserve funds, and authorized the Chair to execute Amendment No. 1 to Agreement No. 547 with the Bay Area Rapid Transit in the amount of \$550,000, for a new total agreement value of \$3,710,377.78 for the Innovate 680 – Bay Area Mobility-on-Demand (Project 8009.05), and allowed the Executive Director or designee to make any non-substantive changes to the language.*
- L. *The Authority Board approved Resolution 21-40-G (Rev 2), in support of the Authority's commitment to its Countywide Vision Zero policy, and recommended to adopt the Contra Costa Countywide Comprehensive Transportation Safety Action Plan (CCTSAP), which incorporates comments from the jurisdictions and the Regional Transportation Planning Committees and ensures a Local Road Safety Plan for each jurisdiction. The CCTSAP will be integrated into the Contra Costa Countywide Transportation Safety Policy and Implementation Guide for Local Agencies, which was adopted by the Authority Board in September 2021, to provide jurisdictions with a consistent Safe Systems Approach to eliminate fatal and severe injuries.*

**\*To view the full meeting packet with additional agenda item information, please visit our meetings webpage [here](#). Attachments to the Authority Board packet can be found in the Administration and Projects Committee and Planning Committee packets as referenced in the staff report.**



COMMISSIONERS

Newell Arnerich,  
Chair

Diane Burgis

Ken Carlson

Darlene Gee, Alt.

Chris Kelley

Aaron Meadows

Sue Noack

Carlyn Obringer

Karen Stepper, Alt.

Rita Xavier

Timothy Haile,  
Executive Director

---

# MEMORANDUM

---

To: Matt Todd, TRANSPAC  
Chris Weeks, SWAT  
Robert Sarmiento, TRANSPLAN  
Diane Friedmann, TVTC  
John Nemeth, WCCTAC  
Shawn Knapp, LPMC

From: Timothy Haile, Executive Director

Date: January 30, 2025

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

---

At its January 15, 2025 meeting, the Authority discussed and approved the following agenda item recommendations, which may be of interests to the Regional Transportation Planning Committees:

- A. *The Authority Board received an informational quarterly project status report of the current Measure projects for October – December 2024.*
- B. *The Authority Board approved issuing transmittal of an Annual Urban Limit Line Policy Advisory Letter to all Contra Costa County Jurisdictions.*
- C. *The Authority Board approved the proposed approach, scope, and schedule for the 2025 Congestion Management Program Update.*

2999 Oak Road  
Suite 100  
Walnut Creek  
CA 94597  
PHONE: 925.256.4700  
FAX: 925.256.4701  
www.ccta.net

**\*To view the full meeting packet with additional agenda item information, please visit our meetings webpage [here](#). Attachments to the Authority Board packet can be found in the Administration and Projects Committee and Planning Committee packets as referenced in the staff report.**

**TRANSPAC**  
**Transportation Partnership and Cooperation**  
Clayton, Concord, Martinez, Pleasant Hill, Walnut Creek and Contra Costa County  
1320 Mount Diablo Blvd, Suite # 206, Walnut Creek, CA 94596  
(925) 937-0980

November 18, 2024

Timothy Haile  
Executive Director  
Contra Costa Transportation Authority  
2999 Oak Road, Suite 100  
Walnut Creek, CA 94597

**RE: Status Letter for TRANSPAC Meeting – September 12, 2024**

Dear Mr. Haile:

The TRANSPAC Committee met on September 12, 2024. The following is a summary of the meeting and action items:

1. The quarterly financial report for the period ended June 30, 2024, was accepted.
2. The Board approved the TFCA project submittals and funding strategy which will allocate \$249,000 in available subregional TFCA funding and \$37,616 in available Measure J Line 21a funding for the Walnut Creek Bikeway Project and the 511 Contra Costa "Active 4 Me" Program and community engagement initiatives proposed for the FY 2024-2025 TFCA cycle.
3. The Board approved the consent agenda and awarded Cropper Rowe a 3-year contract with two 1-year options as TRANSPAC's auditor.
4. The Board approved a contract amendment to augment the budget of the GBS Managing Director and Clerk of the Board Contract by \$23,000, bringing the contract total from \$286,000 to \$309,000 for the FY 2023/2024 period. The Board also approved the use of FY 2024/2025 contingency budget to fund the contract amendment cost.

Please contact me at (925)-937-0980, or email at [matt@graybowenscott.com](mailto:matt@graybowenscott.com) if you need additional information.

Sincerely,



**Matthew Todd**  
Managing Director

cc: TRANSPAC Representatives; TRANSPAC TAC and staff  
Matt Kelly and Hisham Noemi, CCTA Staff  
Robert Sarmiento, TRANSPLAN; Lamar Hernandez-Thorpe, Chair, TRANSPLAN  
Chris Weeks, SWAT; Renata Sos, Chair, SWAT  
John Nemeth, WCCTAC; Rita Xavier, Chair, WCCTAC  
Tarienne Grover, CCTA Staff  
Ethan Bindernagel, Diane Bentley (City of Pleasant Hill)

**TRANSPAC**  
**Transportation Partnership and Cooperation**  
Clayton, Concord, Martinez, Pleasant Hill, Walnut Creek and Contra Costa County  
1320 Mount Diablo Blvd, Suite # 206, Walnut Creek, CA 94596  
(925) 937-0980

November 18, 2024

Timothy Haile  
Executive Director  
Contra Costa Transportation Authority  
2999 Oak Road, Suite 100  
Walnut Creek, CA 94597

**RE: Status Letter for TRANSPAC Meeting – November 14, 2024**

Dear Mr. Haile:

The TRANSPAC Committee met on November 14, 2024. The following is a summary of the meeting and action items:

1. The Board approved the amended recommendation, which allocates \$249,384 in available subregional TFCA funding, in addition to \$37,616 in Measure J Line 21a funding, for the Walnut Creek Bikeway Project and the 511 Contra Costa "Active 4 Me" Program and community engagement initiatives for the FY 2024-2025 TFCA cycle.
2. The Board approved the appointment of Aaron Elias (Concord) as the alternate representative to the CBPAC for the term ending December 31, 2025, and as the alternate representative to the TCC for the term ending March 31, 2025.
3. The quarterly financial report for the period ended September 30, 2024, was accepted.
4. The Board approved the TRANSPAC Meeting Schedule for 2025.
5. The Board approved the programming of \$500,000 of Measure J Program 13 Pedestrian, Bicycle, and Trail Facilities funds to rehabilitate the specified sections of the Iron Horse Regional Trail.
6. Received updates on the Concord Reuse Project.

Please contact me at (925)-937-0980, or email at [matt@graybowenscott.com](mailto:matt@graybowenscott.com) if you need additional information.

Sincerely,



**Matthew Todd**  
Managing Director

cc: TRANSPAC Representatives; TRANSPAC TAC and staff  
Matt Kelly and Hisham Noemi, CCTA Staff  
Robert Sarmiento, TRANSPLAN; Lamar Hernandez-Thorpe, Chair, TRANSPLAN  
Chris Weeks, SWAT; Renata Sos, Chair, SWAT  
John Nemeth, WCCTAC; Rita Xavier, Chair, WCCTAC  
Tarienne Grover, CCTA Staff  
Ethan Bindemagel, Diane Bentley (City of Pleasant Hill)



**TRANSPAC**  
**Transportation Partnership and Cooperation**  
Clayton, Concord, Martinez, Pleasant Hill, Walnut Creek and Contra Costa County  
1320 Mount Diablo Blvd, Suite # 206, Walnut Creek, CA 94596  
(925) 937-0980

January 28, 2025

Timothy Haile  
Executive Director  
Contra Costa Transportation Authority  
2999 Oak Road, Suite 100  
Walnut Creek, CA 94597

**RE: Status Letter for TRANSPAC Meeting – January 23, 2025**

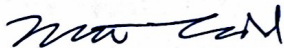
Dear Mr. Haile:

The TRANSPAC Committee met on January 23, 2025. The following is a summary of the meeting and action items:

1. Appointed Carlyn Obringer as the TRANSPAC Representative to the CCTA Board and Kevin Wilk as the alternate for the term February 1, 2025, through January 31, 2027,
2. Appointed Richard Enea as the alternate to replace Peter Cloven for the term February 1, 2024 – January 31, 2026,
3. Appointed Debbie McKillop from the City of Martinez and Kevin Wilk from the City of Walnut Creek to the Innovate 680 Policy Advisory Committee. Confirmed previously made appointments.

Please contact me at (925)-937-0980, or email at [matt@graybowenscott.com](mailto:matt@graybowenscott.com) if you need additional information.

Sincerely,



**Matthew Todd**  
Managing Director

cc: TRANSPAC Representatives; TRANSPAC TAC and staff  
Matt Kelly and John Hoang, CCTA Staff  
Robert Sarmiento, TRANSPAN; Ron Bernal, Chair, TRANSPAN  
Chris Weeks, SWAT; Renata Sos, Chair, SWAT  
John Nemeth, WCCTAC; Rita Xavier, Chair, WCCTAC  
Tarienne Grover, CCTA Staff  
Sue Noack, Andrei Obolenskiy (City of Pleasant Hill)

# TRANSPLAN COMMITTEE

## EAST COUNTY TRANSPORTATION PLANNING

Antioch • Brentwood • Oakley • Pittsburg • Contra Costa County  
30 Muir Road, Martinez, CA 94553

---

November 18, 2024

Mr. Timothy Haile, Executive Director  
Contra Costa Transportation Authority  
2999 Oak Road, Suite 100  
Walnut Creek, CA 94597

Dear Mr. Haile:

The TRANSPLAN Committee undertook the following activities during its meeting on November 14, 2024:

1. Received an update on Tri Delta Transit's Comprehensive Operational Analysis.
2. Received a presentation on the Draft Contra Costa Countywide Comprehensive Transportation Safety Action Plan (CCTSAP) and recommended that the Contra Costa Transportation Authority Board adopt the CCTSAP.

Should you have any questions, please feel free to contact me at 925-655-2918 or [robert.sarmiento@dcd.cccounty.us](mailto:robert.sarmiento@dcd.cccounty.us).

Sincerely,



Robert Sarmiento  
TRANSPLAN Staff

c: TRANSPLAN Committee	M. Todd, TRANSPAC	T. Grover, CCTA
D. Friedmann, TVTC	J. Nemeth, WCCTAC	TRANSPLAN TAC
C. Weeks, SWAT	J. Hoang, CCTA	

---

Phone: 925.655.2918    ::::    robert.sarmiento@dcd.cccounty.us    ::::    www.transplan.us

---

## TRANSPAC BOARD Meeting **STAFF REPORT**

Meeting Date: February 13, 2024

<b>Subject:</b>	<b>TRANSPORTATION MEETINGS ATTENDED BY STAFF</b>
<b>Summary of Issues</b>	Staff members regularly attend transportation-related meetings outside of the TRANSPAC Board and Technical Advisory Committee meetings. This report provides a summary of the outside meetings attended.
<b>Recommendations</b>	For information only.
<b>Attachment(s)</b>	None.

### Background

To support TRANSPAC's mission and stay informed on regional transportation initiatives, staff participate in external meetings that address key topics and foster collaboration with partner agencies.

Staff have attended the following meetings:

<b>Meeting</b>	<b>Date</b>
CCTA CTP Task Force	2/4/2025
TFCA Check-in Meeting	1/8/2025
Martinez City Council Meeting – Mark Ross Farewell Celebration	12/11/24
CCTA Board Workshop	10/28/2024
CCTA PRESTO Martinez Preview Celebration	9/12/2024

**THIS PAGE INTENTIONALLY BLANK**

---

**TRANSPAC Board Meeting *STAFF REPORT***

**Meeting Date:** February 13, 2025

<b>Subject:</b>	<b>TRANSPAC QUARTERLY FINANCIAL REPORT</b>
<b>Summary of Issues</b>	The TRANSPAC JPA calls for the reporting of certain financial information on a quarterly basis. The attached reports contain a summary of the amount of funds held, receipts and expenses of TRANSPAC for FY 2024/25 for the period ended December 31, 2024. The attached material also includes additional information regarding expenses related to the TRANSPAC budget.
<b>Recommendations</b>	Accept the Quarterly Financial Report for the period ended December 31, 2024
<b>Attachment(s)</b>	A. TRANSPAC Quarterly Financial Report for the period ended December 31, 2024 B. TRANSPAC 2024-2025 Expenditure Status

TRANSPAC Quarterly Financial Reports

The TRANSPAC JPA calls for the reporting of certain financial information on a quarterly basis. The attached reports contain a summary of the amount of funds held, receipts and expenses of TRANSPAC for FY 2024/25 for the period ended December 31, 2024. The attached material also includes additional information regarding expenses related to the budget.

# City of Pleasant Hill

## FY2024/25 Income Statement Summary by Quarter

Accounting Structure:			
Fund	Department or Revenue Code	Cost Center	Expense Code
XXX	XXXX	0000	XXXX

**FUND:85** Name :TRANSPAC

OLD Revenue	OLD Description	NEW ACCT CODE (ERP10)	Revenue Description	Activity in 1st Quarter	Activity in 2nd Quarter	Activity in 3rd Quarter	Activity in 4th Quarter	YTD thru 6/30/2025
DEPT Id	OBJ Id							
3510		801-0000-0000-450010	INTEREST REV		5,490.02			\$ 5,490.02
4570		801-0000-0000-460020	CONTRIB FROM OTHER AGENCIES	309,001.00				\$ 309,001.00
<b>Total Revenue -----&gt;</b>								<b>\$ 314,491.02</b>

OLD Expense	OLD Description	NEW ACCT CODE (ERP10)	Expense Description	Activity in 1st Quarter	Activity in 2nd Quarter	Activity in 3rd Quarter	Activity in 4th Quarter	YTD thru 6/30/2025
DEPT Id	OBJ Id							
7085	0100	801-6002-0000-611010	SALS-PERMANENT		50,143.75			\$ 50,143.75
7085	1110	801-6002-0000-	OUTSIDE CONSL/LITG					\$ -
7085	1140	801-6002-0000-630015	AUDITING SVCS					\$ -
7085	1198	801-6002-0000-630038	CONSULTANT/OTHR					\$ -
7085	1300	801-6002-0000-630040	CONTRACTUAL SVC	225.00	510.00			\$ 735.00
7085	1486	801-6002-0000-650014	MAINT					\$ -
7085	2400	801-6002-0000-620113	POSTAGE					\$ -
7085	4200	801-6002-0000-660014	SUPLS/OPERATING					\$ -
7085	6800	801-6002-0000-620141	ADMIN OVERHEAD	2,856.00				\$ 2,856.00
7085	6905	801-6002-0000-800110	CONTINGENCIES					\$ -
7085	6985	801-6002-0000-800115	TRANSPAC-PROJECT RESERVE					\$ -
<b>Total Expense -----&gt;</b>								<b>\$ 53,734.75</b>
Net Rev/(Exp)								<b>\$ 260,756.27</b>



Pleasant Hill, CA

# Balance Sheet

## Account Summary

As Of 12/31/2024

Account	Name	Balance
<b>Fund: 801 - TRANSPAC FUND</b>		
<b>Assets</b>		
<a href="#">801-101010</a>	CASH	0.00
<a href="#">801-101060</a>	INVESTMENT IN LAIF	420,291.23
<a href="#">801-101065</a>	INVESTMENTS-CHANDLER/BNY COLOMBI/	0.00
<a href="#">801-101100</a>	Claim On Cash	-109,638.99
<a href="#">801-101999</a>	CASH BAL.ADJ.	0.00
<a href="#">801-111020</a>	ACCOUNTS RECEIVABLE	48,341.00
<a href="#">801-111090</a>	MISCELLANEOUS RECEIVABLE (ACCRUALS)	0.00
<a href="#">801-113090</a>	INTEREST RECEIVABLE AT YEAR END (LAIF)	0.00
<a href="#">801-115010</a>	DUE FROM OTHER AGENCIES	0.00
	<b>Total Assets:</b>	<b>358,993.24</b>
		<b><u>358,993.24</u></b>
<b>Liability</b>		
<a href="#">801-200000</a>	WORKING PAYABLES	0.00
<a href="#">801-200002</a>	ACCOUNTS PAYABLE PENDING	0.00
<a href="#">801-200090</a>	MISC PAYABLES	0.00
<a href="#">801-230010</a>	DEFERRED REVENUE	0.00
<a href="#">801-240077</a>	DUE TO TRANSPAC	0.00
<a href="#">801-240080</a>	DUE TO OTHER FUNDS (SHORT-TERM LOA	0.00
	<b>Total Liability:</b>	<b>0.00</b>
<b>Equity</b>		
<a href="#">801-300000</a>	FUND BALANCE	0.00
<a href="#">801-300300</a>	RESTRICTED FUND BALANCE	98,236.97
	<b>Total Beginning Equity:</b>	<b>98,236.97</b>
Total Revenue		314,491.02
Total Expense		53,734.75
<b>Revenues Over/Under Expenses</b>		<b>260,756.27</b>
	<b>Total Equity and Current Surplus (Deficit):</b>	<b>358,993.24</b>
	<b>Total Liabilities, Equity and Current Surplus (Deficit):</b>	<b><u>358,993.24</u></b>

<b>TRANSPAC 2024-2025 - Expenditure Status</b>								
<b>Through 12/31/24 (including expenses incurred with payment pending)</b>								
				<b>EXPENDITURES</b>				
				<b>2024-2025</b>	<b>2024-2025</b>			
				<b>BUDGET</b>	<b>EXPENDITURES</b>		<b>Notes</b>	
Managing Director / Admin Support Contract (time and material based expenses) (includes printing, postage & supplies)				\$ 312,000	\$ 119,853	38.4%	Expenses through 12/31/24	
Legal Services - expenses would be incurred on a time and material basis				\$ -	\$ -	0.0%		
Web Site - Maintain / Enhance (time and material based expenses)				\$ 5,000	\$ 960	19.2%	Expenses through 12/31/24	
Audit Services				\$ 6,000	\$ -	0.0%		
City of Martinez - Pacheco Transit Hub / Park & Ride Lot Maintenance				\$ 10,000	\$ -	0.0%		
Pleasant Hill City/Fiscal Administration				\$ 3,000	\$ 2,856	95.2%	Expenses through 12/31/24	
<b>Subtotal</b>				<b>\$ 336,000</b>	<b>\$ 123,669</b>	<b>36.8%</b>		
Contingency				\$ 30,000	\$ 23,000	76.7%	Contingency used for 23/24 GBS expenses	
Project Reserve - This line represents the budget to fund the I-680 / Monument Blvd. Bicycle and Pedestrian Improvement Feasibility study. The increase in the balance reflects unexpended funds from the completed contracts				\$ 41,500	\$ -	0.0%		
<b>Total</b>				<b>\$ 407,500</b>	<b>\$ 146,669</b>			
				<b>REVENUES</b>				
				<b>2024-2025</b>	<b>2024-2025</b>			
				<b>BUDGET</b>	<b>ACTUALS</b>			
Member Agency Contributions				\$ 309,000	\$ 309,001	100.0%		
Carryover Balance				\$ 57,000	\$ 56,737	99.5%		
Interest Earned					\$ 5,490			
Project Reserve Carryover Balance				\$ 41,500	\$ 41,500	100.0%		
<b>Total</b>				<b>\$ 407,500</b>	<b>\$ 412,728</b>	<b>101.3%</b>		

1-Feb-25



TRANSPAC		2023-2024	and 2024-2025	- Expenditure Status					
(includes		2024-2025	expenses incurred with payment pending)						
EXPENDITURES									
					2023-2024	2024-2025			
					EXPENDITURES	EXPENDITURES	Notes		
					THRU 6/30/23	THRU 6/30/24			
Managing Director / Admin Support Contract (time and material based expenses) (includes printing, postage & supplies)					\$ 76,373	\$ 119,853	Expenses through 12/31/24		
Legal Services - expenses would be incurred on a time and material basis					\$ -	\$ -			
Web Site - Maintain / Enhance (time and material based expenses)					\$ 563	\$ 960	Expenses through 12/31/24		
Audit Services					\$ -	\$ -	0		
City of Martinez - Pacheco Transit Hub / Park & Ride Lot Maintenance					\$ -	\$ -	0		
Pleasant Hill City/Fiscal Administration					\$ 3,000	\$ 2,856	Expenses through 12/31/24		
<b>Subtotal</b>					<b>\$ 79,936</b>	<b>\$ 123,669</b>			
Contingency					\$ -	\$ 23,000	Expenses through 12/31/24		
Project Reserve - This line represents the budget to fund the I-680 / Monument Blvd. Bicycle and Pedestrian Improvement Feasibility study. The increase in the balance reflects unexpended funds from the completed contracts					\$ -	\$ -			
<b>Total</b>					<b>\$ 79,936</b>	<b>\$ 146,669</b>			
REVENUES									
					2023-2024	2024-2025			
Member Agency Contributions					\$ 298,001	\$ 309,001			
Carryover Balance					\$ 53,877	\$ 56,737			
Interest Earned						\$ 5,490	Through 12/31/24		
Project Reserve Carryover Balance					\$ 41,500	\$ 41,500			
<b>Total</b>					<b>\$ 393,378</b>	<b>\$ 412,728</b>			

1-Feb-25

**THIS PAGE INTENTIONALLY BLANK**

---

**TRANSPAC Board Meeting *STAFF REPORT***

**Meeting Date:** February 13, 2025

<b>Subject:</b>	<b>TRANSPAC Annual Financial Report As Of June 30, 2024 AND 2023 With Independent Auditors' Report</b>
<b>Summary of Issues</b>	TRANSPAC policy calls for an independent audit to be made by a certified public accountant to ensure TRANPSAC is complying with our Joint Powers Agreement defined requirements and Government Code Section 6505 regarding strict accountability of funds. The audit provides an annual snapshot of TRANSPAC's financial position. The audit has been completed and a copy included in the attached material.
<b>Recommendations</b>	Accept the Annual Financial Report as of June 30, 2024, and 2023 with Independent Auditors' Reports thereon.
<b>Financial Implications</b>	As indicated in the attached reports.
<b>Options</b>	Request clarifications or provide comments.
<b>Attachments</b>	A. Auditor Communication with the Board of Directors B. TRANSPAC Annual Financial Report as of June 30, 2024, and 2023 with Independent Auditors' Reports thereon

TRANSPAC policy calls for an independent audit to be made by a certified public accountant to ensure TRANPSAC is complying with our Joint Powers Agreement defined requirements and Government Code Section 6505 regarding strict accountability of funds. The audit has been completed and a copy included in the attached material. The audit material (Auditor Communication with the Board of Directors letter) includes information about a general ledger adjustment based on expense that was incurred in the audit year, but that was paid and accounted for in the current year. This was due to the \$23,000 contract amendment (for the GBS Managing Director and Secretary/Clerk services contract) that was approved by the TRANSPAC Board in September 2024 for services in FY 2023/2024. Upon review and discussion with the auditor, the suggested adjustment was made to increase the expenses and accounts payable for 2024 in the general ledger.

Upon acceptance of the financial and audit reports, staff will distribute copies to the TRANSPAC member agencies as well as the County Auditor (in compliance with Government Code Section 6505).



2700 Ygnacio Valley Road, Ste 270  
 Walnut Creek, CA 94598  
 (925) 932-3860 tel  
 (925) 476-9930 efax  
[www.cropperaccountancy.com](http://www.cropperaccountancy.com)

February 3, 2025

Board of Directors

Transportation Partnership and Cooperation (TransPAC)  
 c/o Gray Bowen Scott  
 1320 Mount Diablo Blvd., Suite 206  
 Walnut Creek, CA 94596

We have audited the financial statements of the governmental activities of TransPAC for the year ended June 30, 2024. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards and *Government 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 September 17, 2024. 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 TransPAC are described in Note 1 to the financial statements. None of the GASB pronouncements effective for the year ended June 30, 2024 were applicable to TransPAC, therefore no new accounting policies were adopted and the application of existing policies was not changed during the year. We noted no transactions entered into by TransPAC 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. TransPAC did not have any significant estimates at June 30, 2024.

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

The disclosure of adjustments made to present the financial statements on a modified accrual basis versus a full accrual basis in Note 2 to the financial statements. There were no such adjustments for the year ended June 30, 2024.

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. The following material misstatements detected as a result of audit procedures were corrected by management:

<u>Account</u>	<u>Description</u>	<u>Debit</u>	<u>Credit</u>	<u>Net Income Effect</u>
<b>Client 01</b>				
611010	Salary - Permanent	23,000.00	0.00	
200002	Accounts Payable Pending	0.00	23,000.00	
<b>Total</b>		<b><u>23,000.00</u></b>	<b><u>23,000.00</u></b>	<b><u>(23,000.00)</u></b>
<b>GRAND TOTAL</b>		<b><u>23,000.00</u></b>	<b><u>23,000.00</u></b>	<b><u>(23,000.00)</u></b>

*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 February 3, 2025.

*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 TransPAC'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 TransPAC's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

- During the course of our audit, an unrecorded liability of \$23,000 was found during accounts payable testing. The \$23,000 is material and was corrected (see the *Corrected and Uncorrected Misstatements* section above). The cause was related to late billings and the late approval of an increase in the maximum amount to be spent in the fiscal year for the contractor (as set by the Board). After discussion with and approval from the TransPAC administrator, an adjustment was made to increase expenses and accounts payable for 2024. The City of Pleasant Hill also spoke with their audit team and has made the adjustment in the general ledger on behalf of TransPAC.

Restriction on Use

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

Very truly yours,

*Cropper Rowe, LLP*

CROPPER ROWE, LLP

**CROPPER ROWE, LLP**  
CERTIFIED PUBLIC ACCOUNTANTS

---

**TRANSPORTATION PARTNERSHIP AND COOPERATION**  
**(A JOINT POWERS AUTHORITY)**  
ANNUAL FINANCIAL REPORT  
AS OF JUNE 30, 2024 and 2023  
WITH  
INDEPENDENT AUDITORS' REPORTS THEREON

---

**TRANSPORTATION PARTNERSHIP AND COOPERATION**  
**(A JOINT POWERS AUTHORITY)**  
**ANNUAL FINANCIAL REPORT**  
**JUNE 30, 2024 and 2023**

**TABLE OF CONTENTS**

<b><u>Financial Section</u></b>	<b><u>Page</u></b>
Independent Auditors' Report	1 – 2
Management's Discussion and Analysis	3 – 4
Financial Statements:	
Combined Government-wide and Fund Financial Statements:	
Statement of Net Position and Governmental Funds Balance Sheet, June 30, 2024	5
Statement of Net Position and Governmental Funds Balance Sheet, June 30, 2023	6
Statement of Activities and Governmental Fund Statement of Revenues, Expenditures, and Changes in Fund Balance for the Year Ended June 30, 2024	7
Statement of Activities and Governmental Fund Statement of Revenues, Expenditures, and Changes in Fund Balance for the Year Ended June 30, 2023	8
Notes to the Financial Statements	9 – 16
<b><u>Other Report</u></b>	
Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with <i>Government Auditing Standards</i>	17 – 18



**INDEPENDENT AUDITORS' REPORT**

To the Board of Directors  
Transportation Partnership and Cooperation  
Pleasant Hill, California

**Report on the Audit of the Financial Statements**

***Opinions***

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, 2024 and 2023, and the related notes to the financial statements, which collectively comprise the TransPAC's basic financial statements as listed in the table of contents.

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, 2024 and 2023, 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.

***Basis for Opinions***

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. Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of TransPAC and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

***Responsibilities of Management for the Financial Statements***

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for 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.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the TransPAC's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

### *Auditors' Responsibilities for the Audit of the Financial Statements*

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and Government Auditing Standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit 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 TransPAC's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the TransPAC's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

### *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 ROWE, LLP  
Walnut Creek, California  
February 3, 2025

**TRANSPORTATION PARTNERSHIP AND COOPERATION**  
(A JOINT POWERS AUTHORITY)  
Management’s Discussion and Analysis  
June 30, 2024

---

**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) 2023 and 2022. TransPAC’s assets are all current assets, i.e. cash and receivables. TransPAC has no capital assets. For the years ended June 30, 2024 and 2023, net position totaled \$75,237 and \$95,377, respectively.

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

	<u>2024</u>	<u>2023</u>	<u>\$ Change</u>	<u>% Change</u>
<b>Assets</b>				
Cash and equivalents	\$ 166,568	\$ 158,534	\$ 8,034	5.1%
Interest receivable	1,806	1,318	488	37.0%
	<u>\$ 168,374</u>	<u>\$ 159,852</u>	<u>\$ 8,522</u>	<u>5.3%</u>
<b>Liabilities and Net Position</b>				
Liabilities	\$ 93,137	\$ 64,475	\$ 28,662	44.5%
Net position	75,237	95,377	(20,140)	-21.1%
	<u>\$ 168,374</u>	<u>\$ 159,852</u>	<u>\$ 8,522</u>	<u>5.3%</u>

**TRANSPORTATION PARTNERSHIP AND COOPERATION**  
(A JOINT POWERS AUTHORITY)  
Management’s Discussion and Analysis  
June 30, 2024

**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, 2024. 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>2024</u>	<u>2023</u>	<u>\$ Change</u>	<u>% Change</u>
<b>Expenses</b>				
Administrative	\$ 312,000	\$ 252,364	\$ 59,636	23.6%
Projects	-	510	(510)	-100.0%
Consulting and contractual	2,220	945	1,275	134.9%
Accounting and auditing	4,250	4,250	-	0.0%
Maintenance	10,000	10,000	-	0.0%
	<u>328,470</u>	<u>268,069</u>	<u>60,401</u>	<u>22.5%</u>
<b>Revenues</b>				
Investment income	10,329	5,863	4,466	76.2%
Membership dues	298,001	277,001	21,000	7.6%
	<u>308,330</u>	<u>282,864</u>	<u>25,466</u>	<u>9.0%</u>
<b>Change in net position</b>	(20,140)	14,795	(34,935)	-236.1%
<b>Beginning net position</b>	<u>95,377</u>	<u>80,582</u>	<u>14,795</u>	<u>18.4%</u>
<b>Ending net position</b>	<u>\$ 75,237</u>	<u>\$ 95,377</u>	<u>\$ (20,140)</u>	<u>-21.1%</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, 2024. 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  
1320 Mount Diablo Blvd., Suite 206  
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, 2024

**ASSETS**

	<u>General Fund</u>	<u>Adjustments (Note 2)</u>	<u>Statement of Net Position</u>
Cash and cash equivalents (Note 3)	\$ 166,568	\$ -	\$ 166,568
Interest receivable	<u>1,806</u>	<u>-</u>	<u>1,806</u>
 Total Assets	 <u>\$ 168,374</u>	 <u>\$ -</u>	 <u>\$ 168,374</u>

**LIABILITIES AND NET POSITION**

Accounts payable	\$ <u>93,137</u>	\$ <u>-</u>	\$ <u>93,137</u>
 Total Liabilities	 <u>93,137</u>	 <u>-</u>	 <u>93,137</u>
 Fund Balance/Net Position (Note 4)			
Committed/Restricted	<u>75,237</u>	<u>-</u>	<u>75,237</u>
 Total Liabilities and Fund Balance/Net Position	 <u>\$ 168,374</u>	 <u>\$ -</u>	 <u>\$ 168,374</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, 2023

---

**ASSETS**

	<u>General Fund</u>	<u>Adjustments (Note 2)</u>	<u>Statement of Net Position</u>
Cash and cash equivalents (Note 3)	\$ 158,534	\$ -	\$ 158,534
Interest receivable	<u>1,318</u>	<u>-</u>	<u>1,318</u>
 Total Assets	 <u>\$ 159,852</u>	 <u>\$ -</u>	 <u>\$ 159,852</u>

**LIABILITIES AND NET POSITION**

Accounts payable	\$ <u>64,475</u>	\$ <u>-</u>	\$ <u>64,475</u>
 Total Liabilities	 <u>64,475</u>	 <u>-</u>	 <u>64,475</u>
 Fund Balance/Net Position (Note 4)			
Committed/Restricted	<u>95,377</u>	<u>-</u>	<u>95,377</u>
 Total Liabilities and Fund Balance/Net Position	 <u>\$ 159,852</u>	 <u>\$ -</u>	 <u>\$ 159,852</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, 2024

	General Fund	Adjustments (Note 2)	Statement of Activities
<b>General Expenditures/Expenses</b>			
Agency management and admin support	\$ 309,000	\$ -	\$ 309,000
Projects	-	-	-
Accounting and auditing services	4,250	-	4,250
Consulting and contractual services	2,220	-	2,220
Maintenance ( <i>see footnote 5</i> )	10,000	-	10,000
Other	3,000	-	3,000
<b>Total General Expenditures/Expenses</b>	<b>328,470</b>	<b>-</b>	<b>328,470</b>
<b>General Revenues:</b>			
Investment income	10,329	-	10,329
Membership dues:			
City of Clayton	32,488	-	32,488
City of Concord	76,781	-	76,781
Contra Costa County	46,588	-	46,588
City of Martinez	42,843	-	42,843
City of Pleasant Hill	43,342	-	43,342
City of Walnut Creek	55,959	-	55,959
Total membership dues	298,001	-	298,001
<b>Total General Revenues</b>	<b>308,330</b>	<b>-</b>	<b>308,330</b>
Change in fund balance/net position	(20,140)	-	(20,140)
Fund Balance/Net Position July 1, 2023	95,377	-	95,377
Fund Balance/Net Position June 30, 2024	<u>\$ 75,237</u>	<u>\$ -</u>	<u>\$ 75,237</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, 2023

	General Fund	Adjustments (Note 2)	Statement of Activities
<b>General Expenditures/Expenses</b>			
Agency management and admin support	\$ 249,509	\$ -	\$ 249,509
Projects	510	-	510
Accounting and auditing services	4,250	-	4,250
Consulting and contractual services	945	-	945
Maintenance ( <i>see footnote 5</i> )	10,000	-	10,000
Other	2,855	-	2,855
<b>Total General Expenditures/Expenses</b>	<b>268,069</b>	<b>-</b>	<b>268,069</b>
<b>General Revenues:</b>			
Investment income	5,863	-	5,863
Membership dues:			
City of Clayton	30,372	-	30,372
City of Concord	71,788	-	71,788
Contra Costa County	42,884	-	42,884
City of Martinez	39,738	-	39,738
City of Pleasant Hill	40,226	-	40,226
City of Walnut Creek	51,993	-	51,993
Total development fees	277,001	-	277,001
<b>Total General Revenues</b>	<b>282,864</b>	<b>-</b>	<b>282,864</b>
Change in fund balance/net position	14,795	-	14,795
Fund Balance/Net Position July 1, 2022	80,582	-	80,582
Fund Balance/Net Position June 30, 2023	<u>\$ 95,377</u>	<u>\$ -</u>	<u>\$ 95,377</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, 2024 and 2023

---

**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, 2024 and 2023

---

**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, 2024 and 2023

---

**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, 2024 and 2023

---

**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, 2024 and 2023 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, 2024 and 2023

---

**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**

For the years ended June 30, 2024 and 2023, there were no adjustments to comply with GASB No. 34.

**TRANSPORTATION PARTNERSHIP AND COOPERATION**

(A JOINT POWERS AUTHORITY)

Notes to the Financial Statements

June 30, 2024 and 2023

---

**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:

	<u>2024</u>	<u>2023</u>
Cash in banks	\$ 573	\$ 380
Local Agency Investment Fund	165,995	158,154
Total cash and investments	<u>\$ 166,568</u>	<u>\$ 158,534</u>

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, 2024 and 2023

---

### **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, 2024 and 2023 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, 2024 and 2023

---

**NOTE 5: TRANSPORTATION IMPROVEMENT PROJECTS**

For the fiscal years ended June 30, 2024 and 2023, \$10,000 each year were accrued as accounts payable to the City of Martinez for maintenance costs of the Pacheco transit hub. This transit hub is neither an asset nor a liability of TransPAC.

**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.



**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**

To the Board of Directors  
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, 2024 and 2023, and the related notes to the financial statements, which collectively comprise TransPAC's financial statements, and have issued our report thereon dated January 30, 2025.

**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 Rowe, LLP*

CROPPER ROWE, LLP  
Walnut Creek, California  
February 3, 2025

Client: TRANSPAC  
Engagement: 2024 Transportation Partnership and Cooperation  
Current Period: 06/30/2024  
Workpaper: Trial Balance

Account	Description	Type	Report 06/30/2023	Unadjusted 06/30/2024	Adjusting JE 06/30/2024	Report 06/30/2024	Workpaper Reference
101060	LAIF	A	158,154.30	165,995.10	0.00	165,995.10	D 01
101100	Claim on Cash	A	379.45	573.17	0.00	573.17	
113090	Interest Receivable	A	1,318.22	1,806.11	0.00	1,806.11	D 01
200000	Working Payables	L	(64,474.69)	0.00	0.00	0.00	
200002	Accounts Payable Pending	L	0.00	(70,137.41)	(23,000.00)	(93,137.41)	L 01
300300	Restricted Fund Balance	Q	(80,582.41)	(95,377.28)	0.00	(95,377.28)	
450010	Interest Revenue	R	(5,863.45)	(10,328.69)	0.00	(10,328.69)	D 01
460020	Contributions from Other Agencies	R	(277,001.00)	(298,001.00)	0.00	(298,001.00)	T 01
611010	Salary - Permanent	E	249,508.58	286,000.00	23,000.00	309,000.00	A 01
620141	Administrative Overhead	E	2,856.00	3,000.00	0.00	3,000.00	A 01
630015	Auditing Svcs	E	4,250.00	4,250.00	0.00	4,250.00	A 01
630040	Contractual Services	E	945.00	2,220.00	0.00	2,220.00	A 01
650014	Maintenance/Parking Garage	E	10,000.00	10,000.00	0.00	10,000.00	A 01
7085.6985	PRJ RS	E	510.00	0.00	0.00	0.00	A 01
<b>Total</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>Net Income (Loss)</b>			<b>14,794.87</b>	<b>2,859.69</b>		<b>(20,140.31)</b>	

**THIS PAGE INTENTIONALLY BLANK**

---

**TRANSPAC Board Meeting *STAFF REPORT***

**Meeting Date:** February 13, 2025

<b>Subject:</b>	<b>TRANSPAC FY 2024/2025 WORKPLAN PROGRESS REPORT</b>
<b>Summary of Issues</b>	TRANSPAC adopts an annual workplan in conjunction with the budget. The workplan is based on identified priorities and current trends and topics in regional transportation such as the coordination within TRANSPAC and with our partner stakeholders, regional planning efforts, development and implementation of priority projects and corridors, transportation issues related to housing and schools, and alternative fuels and air quality. Items also include tasks that TRANSPAC would perform in any event (i.e. Measure J fund programming). At this meeting, staff will provide an overview of the FY 2024/2025 workplan activities to date.
<b>Recommendation</b>	For information only.
<b>Financial Implications</b>	None.
<b>Attachment(s)</b>	A. TRANSPAC FY 2024/2025 Work Plan

Background

TRANSPAC considers the annual work plan in conjunction with an annual budget. The work plan priority tasks are intended to be evaluated on a regular basis to allow for the affirmation or revision of priorities. The work plan is based on identified priorities and current trends and topics in regional transportation such as the progress of the Countywide Transportation Plan (CTP), Safe Routes to School Program (SR2S), EV technology and Infrastructure, transportation policies related to housing and regional project coordination. Items also include required TRANSPAC tasks, such as Measure J fund programming (notably Line 20a).

The 2024/2025 workplan (attached) was approved on June 13, 2024 and the following information provides a summary of relevant workplan activities and items that have been addressed so far this fiscal year.

Funding Updates

- Measure J Line 13 Funding for East Bay Regional Parks District: November 2024, approved \$500,000 of Measure J Program 13 Pedestrian, Bicycle, and Trail Facilities funds to rehabilitate the specified sections of the Iron Horse Regional Trail.

- Transportation Demand Management (TDM) Transportation Fund for Clean Air (TFCA)/Measure J Line 21a: September 2024, approved \$249,384 of subregional TFCA funding and \$37,616 of Measure J Line 21a funding for the Walnut Creek Bikeway Project and the 511 Contra Costa “Active 4 Me” Program and community engagement initiatives.
- Measure J Line 20a Programming: approved \$1.4M, for FY 2024/2025 – FY 2025/2026 transportation projects. Staff provides ongoing support to grant recipients and coordination with CCTA as needed to execute funding agreements. Staff will bring a progress report to the Board summarizing project operations, activities and community impact in the fall, 2025.

Staff continues to monitor other Measure J programs such as Line 10 (BART Parking, Access and other improvements) and Line 19a (additional bus service enhancements) to provide status updates and support as needed.

### Project, Program and Policy Updates

The TRANSPAC Committees received updates on several projects and initiatives impacting the TRANSPAC area in the first half of the fiscal year. Several have gone before the TAC and will be presented to the Board at this meeting. Presentations include:

- AB 413 Daylighting Law – this item will provide an overview of local jurisdiction approaches to implementing the new daylighting law - February
- Contra Costa Countywide Safety Action Plan – February
- Countywide Evacuation Plan - February
- Concord Reuse Project (Former Naval Weapons Station) – November

### Coordination Efforts

- Metropolitan Transportation Commission Report – This monthly standing item provides updates on MTC meetings and an opportunity for discussion on current and future policies and funding opportunities with potential impacts for the TRANSPAC subregion.
- Regional transportation meeting attendance – Board Members and staff attend recurring CCTA meetings including the CCTA subcommittee and Board meetings, the TFCA quarterly check-in meeting, Accessible Transportation Task Force, and other Ad Hoc meetings relevant to the TRANSPAC subregion

### Other ongoing activities include:

- Quarterly financial reporting
- Annual audit for FY 2023-2024 (this year also included procuring a new multi-year audit contract)

## Upcoming Items

Looking ahead to the remainder of FY 2024/2025, staff is preparing for items related to:

- Countywide Transportation Plan (CTP) – CCTA staff will provide an update on the progress of the (CTP) which will identify how and where future Contra Costa transportation system improvements should be prioritized through community and subregional input through 2050. CCTA has been doing background and support work and has started more outreach and engagement and the preparation of materials for public review.
- TRANSPAC Subregional Transportation Mitigation Program (STMP) – The STMP generates funding from private developers to mitigate traffic impacts on Routes of Regional Significance. Staff will review STMP policy and a proposed TRANSPAC project tracker to monitor developments.
- 511 Contra Costa/Street Smarts Diablo Walk ‘n’ Roll Program Update – funded through Measure J Line 21a and TFCA approved by TRANSPAC, this item will provide an update on the Walk ‘n’ Roll school program (formerly ‘Active 4 Me’) and related activities and milestones in our area to date.
- The Contra Costa TFCA Call for Projects for FY 2026 is expected in Spring 2025. The Board will have the opportunity to provide input on TRANSPAC programming priorities and initiatives and approve the allocation of funding for selected projects.

# TRANSPAC

## 2024 / 2025 WORK PLAN

### Strategic Planning Discussion Identified Work

- Countywide Transportation Plan
  - Coordinate with CCTA and monitor progress
- Regional Coordination
  - Coordinate with partner agencies to review and discuss items of interest including:
    - Coordination with CCTA:
      - INNOVATE 680 Project
      - Accessible Transportation Strategic Plan
      - SR239 Project
      - Countywide Smart Signals Project
      - Countywide VMT Mitigation Framework
    - TDM 2.0
      - Coordination with CCTA on TFCA funding priorities for Countywide as well as subregional programs/projects
      - Coordination with 511 Contra Costa to maximize benefits of the available Transportation Demand Management Tools, including identifying projects to submit to be funded with TFCA
    - Monitor Concord Naval Weapon Station Development
    - Coordination with MTC
      - Regional Active Transportation Network
  - SWAT
    - Items of interest could include the INNOVATE 680 Program.
- Project Delivery Coordination
  - Continue researching opportunities for local agency coordination and project delivery efficiencies
    - Explore project types that could be delivered within a partnership structure
- Schools
  - Work with school district staff and other partner agencies to address congestion (including working with the Cities and their existing and ongoing coordination efforts), safety, and enforcement issues
  - Coordinate with CCTA, 511 Contra Costa and Central County school districts to promote walk and bike to school events, and monitor progress of the Countywide SR2S Program (see also Regional Coordination / TDM 2.0)
  - Prioritize funding opportunities for school related improvements, including SR2S and complete streets
  - Explore the role of transit services and how they facilitate safe routes to schools



## TRANSPAC 2024 / 2025 WORK PLAN

- Arterial Coordination
  - Coordination within the TRANSPAC sub area for major arterials (Routes of Regional Significance)
- Electric Vehicle Charging Infrastructure
  - Work with CCTA, BAAQMD, and TRANSPAC agencies to implement EV charging infrastructure across a wide array of local communities and including infrastructure for multifamily housing
- Transportation and Housing
  - Monitor transportation policies as they arise related to state housing programs and other regional housing policies (RHNA, MTC TOC Policy, etc.).
- TRANSPAC JPA Review

### Ongoing / Existing Tasks

- Measure J Line 20A
    - Line 20a Progress Reporting for Current Projects
  - General Programming Tasks
    - Measure J
      - Line 10 (BART Parking, Access, and Other Improvements) (as needed)
      - Line 19a (Additional Bus Service Enhancements) (as needed)
  - Line 20a (Additional Senior and Disabled Transportation) (as needed)
- Other potential items
- Project update/status reports
  - Review of the CCTA Pedestrian Needs Assessment Study

### Administrative Tasks

- Quarterly and Year End Financial Reporting
- Appointments
  - CCTA Board Representative
  - Other CCTA Committee Appointments
- FY 2023/2024 Audit
- Procure new contact for auditing services
- 2025 Meeting Schedule
- Administration of Conflict of Interest Form 700 process
- 2024/2025 Workplan and Budget
- Administration of Contracts and Invoices

**THIS PAGE INTENTIONALLY BLANK**

---

**TRANSPAC Board Meeting STAFF REPORT**

**Meeting Date:** February 13, 2025

<b>Subject:</b>	<b>CALIFORNIA DAYLIGHTING LAW (AB413)</b>
<b>Summary of Issues</b>	Assembly Bill 413 (AB 413), California’s "Daylighting Law," went into effect on January 1, 2025. Generally, this law prohibits parking within 20 feet of the approach side of any crosswalk—marked or unmarked—to improve pedestrian visibility and enhance safety at intersections. The TRANSPAC TAC discussed AB 413 and how each local jurisdiction was planning to approach the implementation of daylighting. At this meeting, TRANSPAC staff will provide a summary of local jurisdiction approaches to the implementation of this law as discussed at the TAC meeting in January.
<b>Recommendation(s)</b>	For Information Only.
<b>Option(s)</b>	N/A
<b>Financial Implications</b>	None.
<b>Attachment(s)</b>	A. City of Concord <a href="#">April 2024 E-Newsletter</a> ; B. City of Pleasant Hill AB 413 <a href="#">Website Post</a> ; C. City of Walnut Creek AB 413 <a href="#">Website Post</a> ; D. City of Pinole AB 413 Public Education <a href="#">Website Post</a> E. AB 413 Education Flyer (produced by Traffic Patterns); F. <a href="#">State of California Legislative Information.</a>

Background

AB 413 was enacted to reduce pedestrian collisions by addressing "daylighting," or the practice of keeping areas near crosswalks clear of parked vehicles to improve visibility between drivers and pedestrians. Parking within 20 feet of crosswalks (15 feet for those with curb extensions) is now prohibited regardless of curb markings, signage, or lack thereof.

TRANSPAC jurisdictions are actively working to implement AB 413 while addressing resource limitations and community-specific needs. Common strategies include prioritizing high-safety locations such as schools and trails for red curb installations, conducting public education campaigns, and utilizing enforcement to ensure compliance. TRANSPAC TAC began discussing this topic in October 2024 and culminated in an information sharing and best practices discussion held at the January 2025 TRANSPAC TAC meeting. Information about the implementation of AB 413 in the TRANSPAC subregion is summarized below:

## Local Jurisdiction Responses

### City of Clayton

The City of Clayton intends to initially focus on public education and awareness during the early stages of enforcement.

### City of Concord

The City published information about the law in its April 2024 community newsletter and plans to republish it now that the law is in effect (Attachment A). Concord's strategy involves relying on AB 413 and police enforcement to address concerns, rather than implementing red curbing at this time. The City of Concord has noted that it does not have marked parking spaces in daylighting zones.

### Contra Costa County

The County plans to rely on public education efforts to inform residents about the new restrictions. Contra Costa County Public Works is not planning to paint curbs due to ongoing maintenance concerns.

### City of Pleasant Hill

The City of Pleasant Hill is proposing to enforce AB 413 on a "by request" basis. Educational information has been distributed in several newsletters and posted on the City's website (Attachment B).

### City of Walnut Creek

The City of Walnut Creek has implemented several measures to comply with AB 413, including:

1. Publishing information on its website through a dedicated page on daylighting at intersections See [Walnut Creek Daylighting](#) (Attachment C).
2. Presenting the law and its implications at Transportation Commission meetings ([Walnut Creek Transportation Commission](#))
3. Installing red curbs at key downtown and neighborhood crosswalks, with parking meters removed as necessary.
4. Distributing flyers, using social media outreach, and featuring the topic in the *Walnut Creek Nutshell*.
5. Prioritizing red curb installations at locations with higher safety needs, such as schools and trails.

Walnut Creek staff continue to monitor these locations and adjust outreach and enforcement as needed.

### City of Pinole

The City of Pinole has developed public education materials to inform residents about AB 413, including:

1. November 2024 Post: [AB 413 - California Daylighting Law](#) (Attachment D)

## California to Implement New "Daylighting" Law

California's new "daylighting" law aims to enhance pedestrian safety at crosswalks. Here's what you need to know:

### What is Daylighting?

Daylighting is a simple concept that improves safety by **preventing cars from parking next to crosswalks**. By keeping the area next to crosswalks clear of parked vehicle obstructions, both pedestrians and drivers can see each other better.

Specifically, the law prohibits **stopping, standing, or parking a vehicle within 20 feet of the vehicle approach side of any unmarked or marked crosswalk**, or within 15 feet of any crosswalk where a curb extension is present.

### Enforcement and Grace Period:

The law, formally known as AB 413, was signed by Governor Gavin Newsom last year and introduced by Assemblymember Alex Lee (D-San Jose). Source: Streets for

All It was enacted this year, and motorists have a **12-month grace period** before violators may receive parking tickets for non-compliance.

### Why Daylighting Matters:

- More than 40 other states have similar laws in place.
- Pedestrian deaths in California are 25% higher than the national average, according to data from the [California Office of Traffic Safety](#).
- Last year, from January to October, 134 pedestrians were killed by drivers in Los Angeles, and 427 people were severely injured due to accidents near crosswalks.

By implementing daylighting, we can make our streets safer for everyone. Let's take this important step to help all road users share the road more safely!



## **AB 413 Parking Law**

### **California's New Daylighting Law (AB 413)**

Starting on January 1, 2025, it will be illegal in California to park within 20 feet of the approach of any marked or unmarked crosswalk, even if the approach does not have painted red curbs. [California Assembly Bill 413](#) was signed into law in October 2023 and replicates the law in other states that similarly require people not to park right next to any crosswalk. Specifically, the law:

- Creates a new section of the [Vehicle Code, CVC 22500\(n\)](#), which prohibits the stopping, standing, or parking of a vehicle within 20 feet of the vehicle approach side of any unmarked or marked crosswalk or 15 feet of any crosswalk with a curb extension anywhere in California.
- On a two-way street, only the space on the right-side approaching a crosswalk as one is driving is affected. However, on a one-way street, both the left and the right curb areas 20 feet from the crosswalk are no parking zones.
- Allows local jurisdictions to paint zones that are longer or shorter than 20 feet. When you see a red curb or parking prohibition sign next to a crosswalk just follow that distance. If there is no paint or signs, the 20 feet distance applies. 20 feet is about the length of a standard parking space or one large car-length.

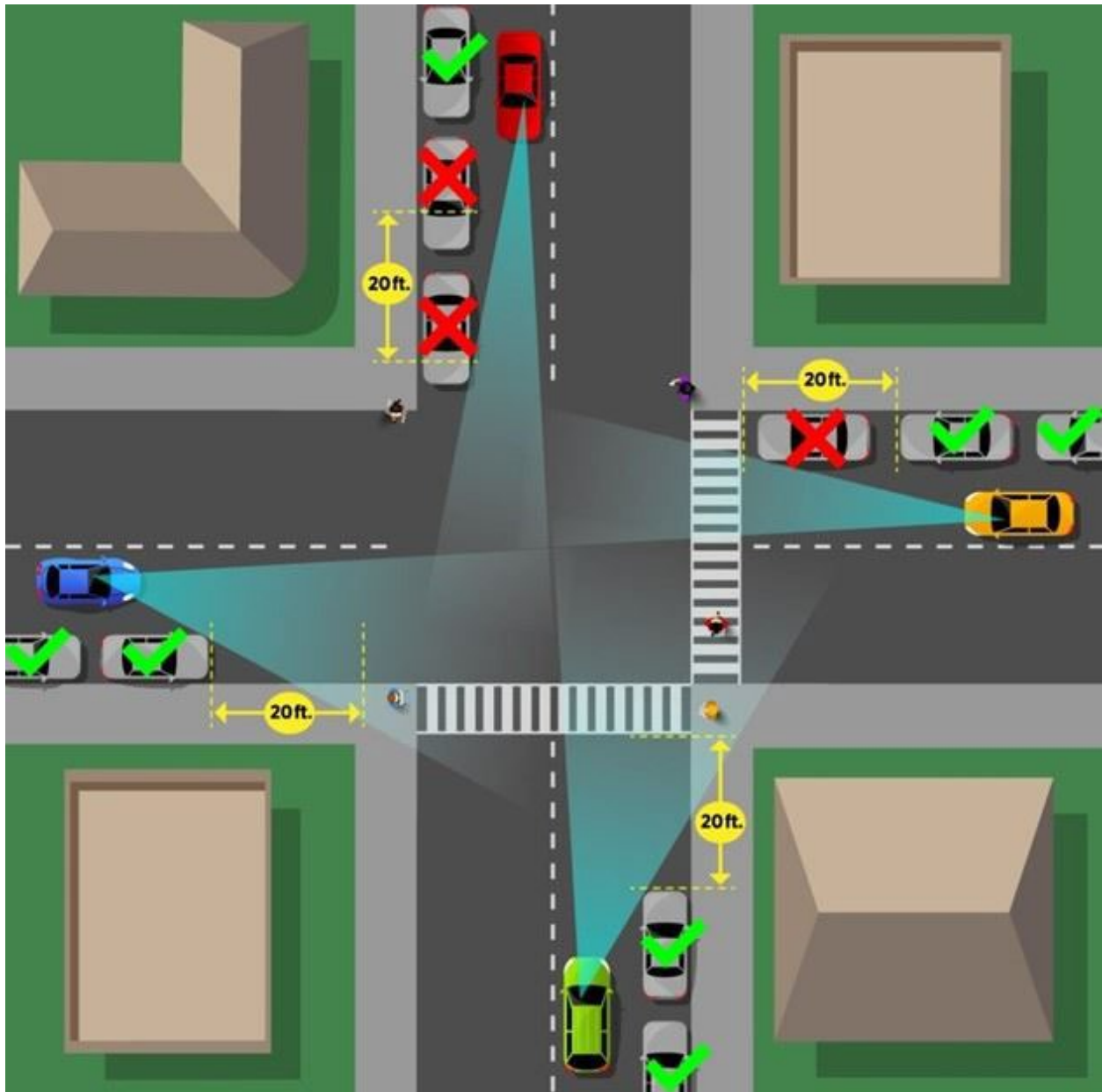
### **Enhanced Safety**

The law aims to enhance safety by improving visibility at intersections:

- Parked vehicles near crosswalks limit pedestrian visibility, increasing the risk of severe injury or fatal collisions.
- Removing these obstructions helps drivers see pedestrians and lets pedestrians see oncoming cars without stepping into the intersection.
- Intersection daylighting is a proven traffic safety practice.

### **Background**

Until AB 413 was signed into law in October 2023, California was one of the few states that did not have a rule restricting parking near crosswalks. Over 40 states currently have laws that require vehicles to keep a distance of generally 20 feet from crosswalks.



Leaving a clearance of 20 feet provides a greater field of visibility for all roadway users (as shown in the bottom-left and bottom-right scenarios) whereas not providing that clearance greatly reduces the visibility (as shown in the top-left and top-right scenarios).



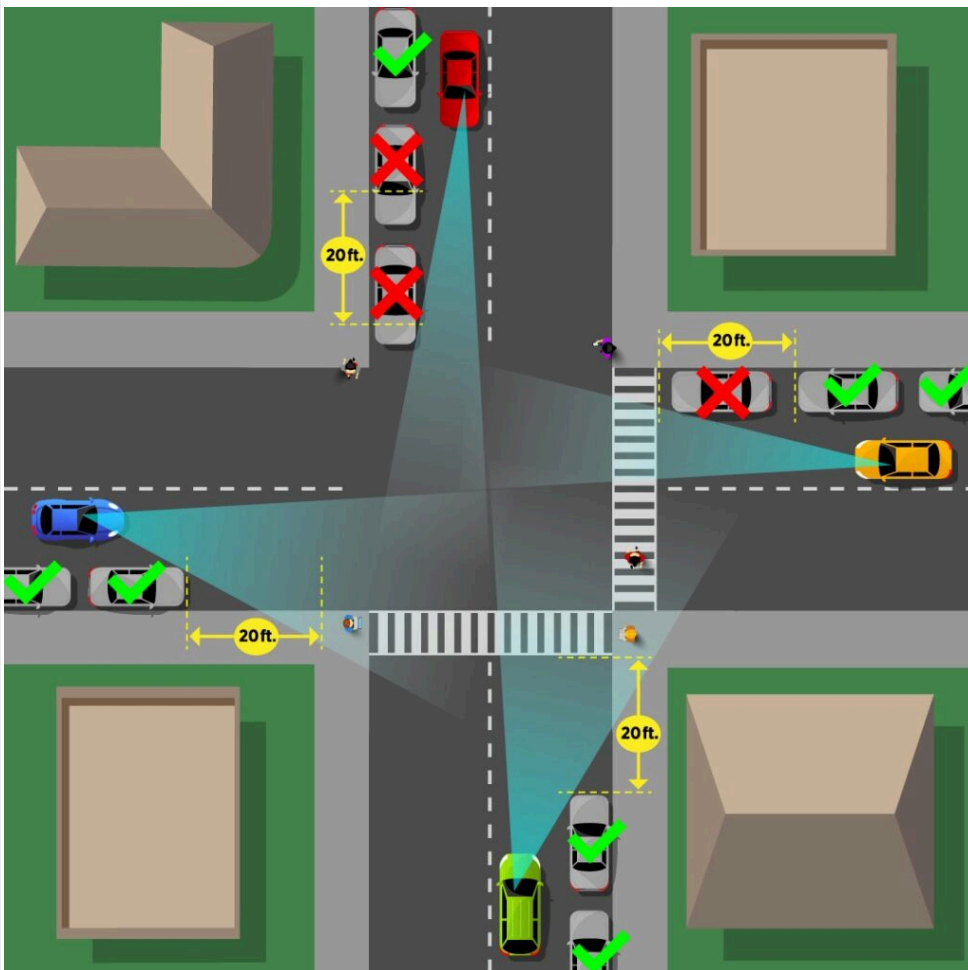
# CA Daylighting Law | City of Walnut Creek

Clip source: [CA Daylighting Law](#) | [City of Walnut Creek](#)

## City of Walnut Creek

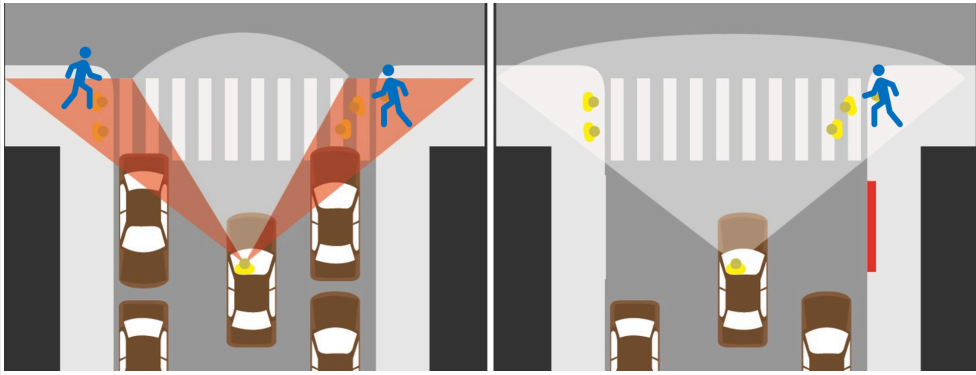
### New parking law at crosswalks

When two streets intersect, there is either a marked crosswalk or there is an “unmarked” crosswalk. As part of the recently passed Assembly Bill (AB) 413, it is now illegal to park 20 feet in advance of either type of crosswalk even if the curb is not painted red. AB 413 is also known as the “daylighting” law.



### What is Daylighting?

Daylighting is the concept that safety is improved by removing parked cars or other obstructions approaching a crosswalk. By keeping the area next to crosswalks clear of parked vehicles or other obstructions, drivers can better see people using or about to use the crosswalk. This traffic safety measure is another step towards the City’s Vision Zero goal to reach zero serious injury or fatal collisions by the year 2034.



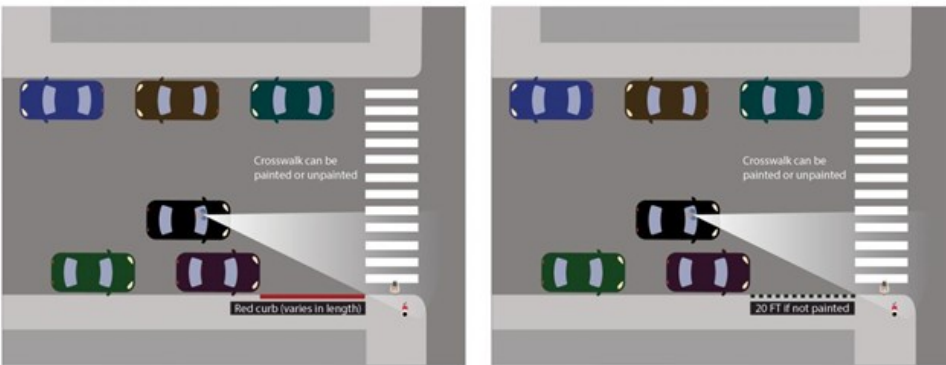
# AB 413 – California Daylighting Law -Welcome to the City of Pinole

Clip source: [AB 413 – California Daylighting Law -Welcome to the City of Pinole](#)

## AB 413 – California Daylighting Law

### Public Works

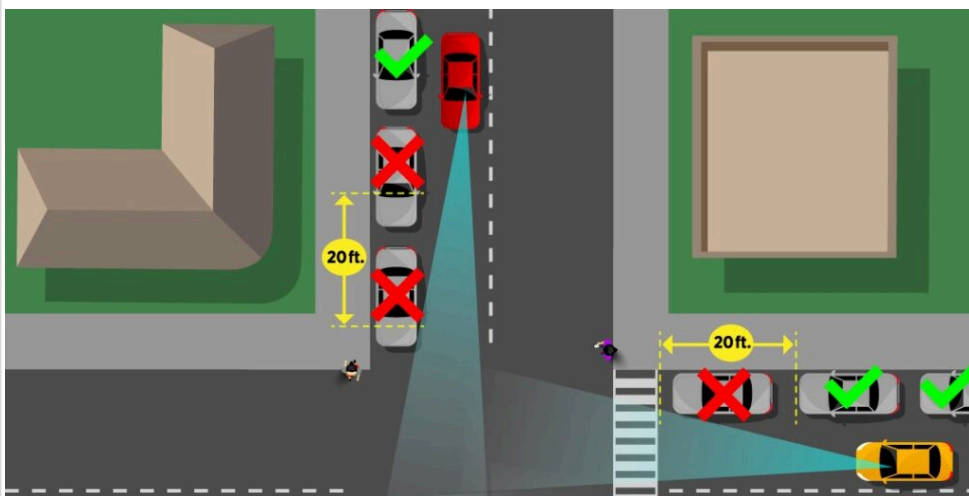
- August 16, 2024

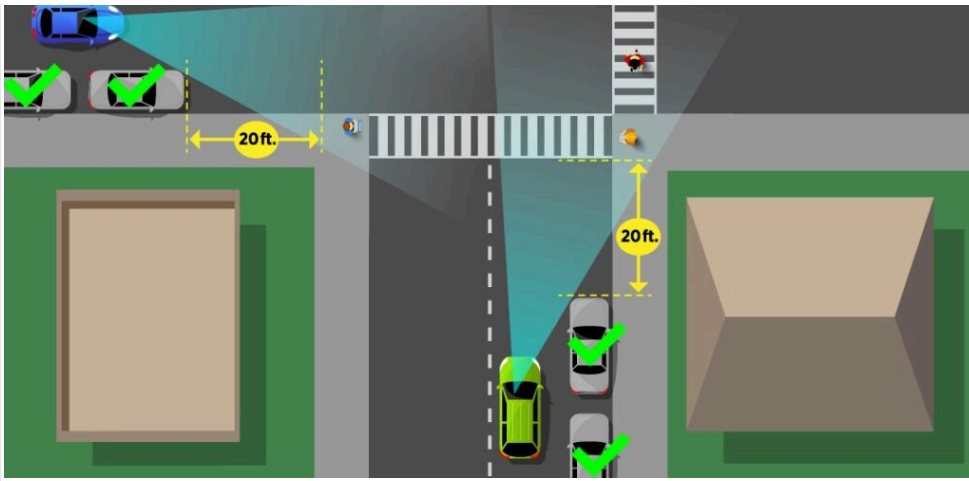


### What is it?

Daylighting is the simple concept that safety is improved by removing parked cars next to crosswalks. By keeping the area next to crosswalks clear of parked vehicle obstructions people walking and people driving or riding on the street can see each other better. **Beginning January 1, 2024, remember to leave at least 20 feet (or one large car length) between a marked or unmarked crosswalk and your vehicle, so approaching vehicles can see pedestrians and bicycles.**

### How does it work?





*The diagram shows how the clearance of 20 feet can make a big difference for street safety at painted and unpainted crosswalks.*

Daylighting increases the field of view of both pedestrians crossing the street, and drivers pulling up to an intersection. The diagram above shows how much easier the extra space makes it to see the curbs and the entire crosswalk. This is especially important for children, who are less visible at intersections. Drivers get a clearer view of the intersection and can easily see if someone is waiting to cross from well in advance. For more information on how visibility is essential to the safety of intersections, check out the [research](#) from the experts at the National Association of City Transportation Officials.

## California's New Daylighting Law (AB 413)

Starting on January 1, 2024, it will be illegal in California to park within 20 feet of the approach of any marked or unmarked crosswalk, even if the approach does not have any red curbs painted. [California Assembly Bill 413](#) was signed into law in October 2023 and replicates the law in other states that similarly require people not to park right next to any crosswalk. Specifically, the law:

- Creates a new section of the [Vehicle Code, CVC 22500\(n\)](#), which prohibits the stopping, standing, or parking of a vehicle within 20 feet of the vehicle approach side of any unmarked or marked crosswalk or 15 feet of any crosswalk with a curb extension anywhere in California.
- On a two-way street, only the space on the right-side approaching a crosswalk as one is driving is affected. However, on a one-way street, both the left and the right curb areas 20 feet from the crosswalk are no parking zones.
- Allows local jurisdictions to paint zones that are longer or shorter than 20 feet. When you see a red curb or parking prohibition sign next to a crosswalk just follow that distance. If there is no paint or signs, the 20 feet distance applies. 20 feet is about the length of a standard parking space or one large car-length.

Share:

Contact Us

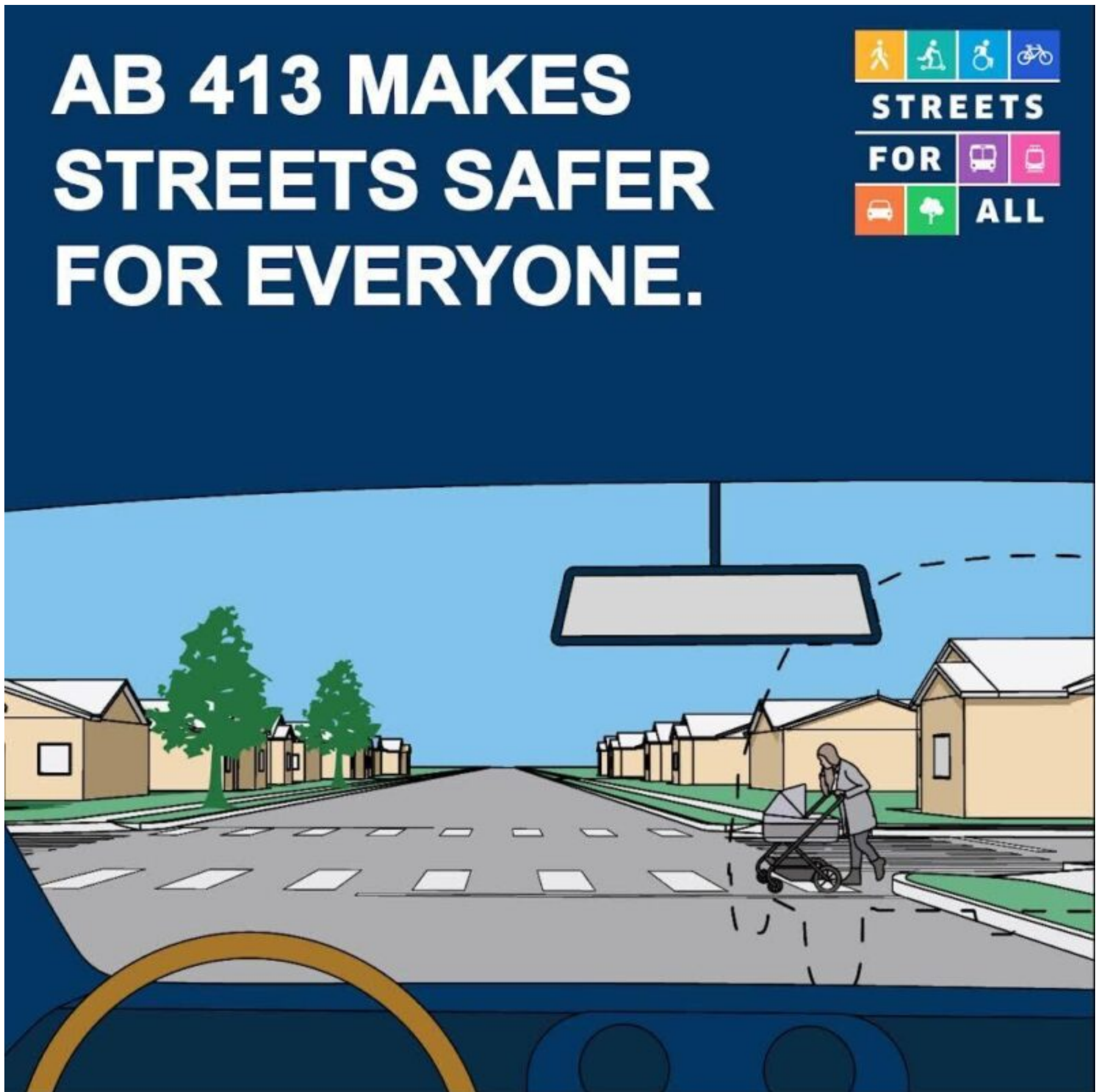
Report a Problem

Meeting Agendas

HOME NEWS AB413 – CALIFORNIA DAYLIGHTING LAW

# AB413 – CALIFORNIA DAYLIGHTING LAW

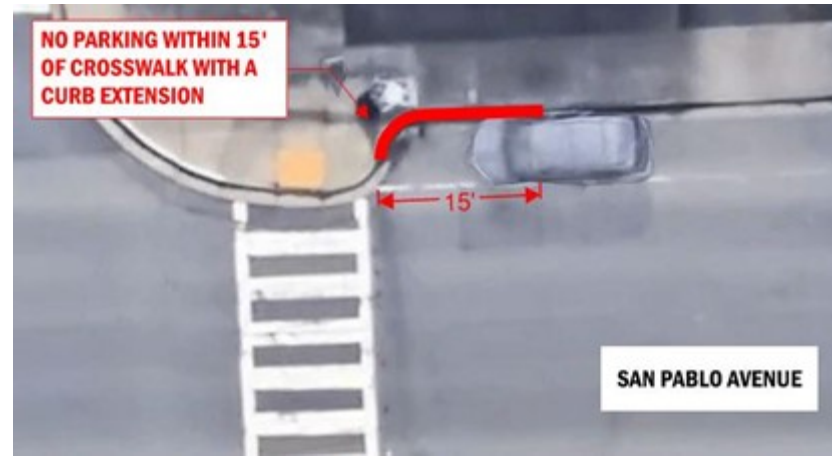
Public Works November 12, 2024



## What is California's new 'Daylighting' Law (AB 413)?

Assembly Bill 413 prohibits the stopping, standing, or parking of a vehicle within 20 feet of the vehicle approach side of

any unmarked or marked crosswalk or 15 feet of any crosswalk where a curb extension is present.



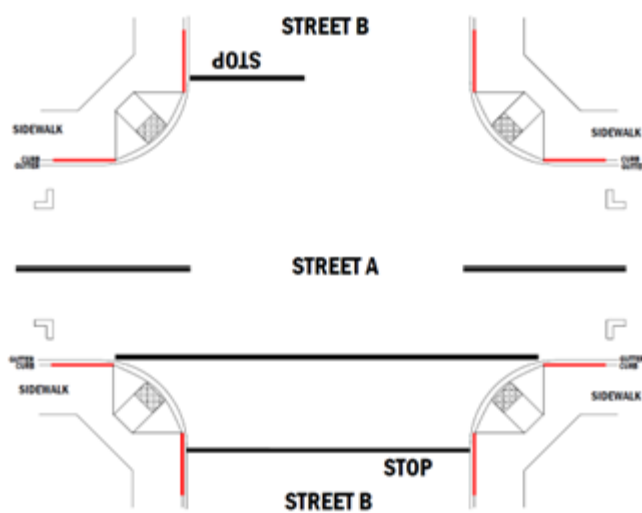
**When does AB 413 go into effect?**

AB 413 was signed into law on October 10, 2023. However, prior to January 1, 2025, only warnings may be issued for a violation unless the area is clearly marked with a red curb painted or a sign.

**What is the City of Pinole doing to address the changes made by AB 413?**

The City of Pinole is developing strategies to evaluate intersections and identify required modifications to the curb markings at crosswalks. Engineering staff evaluated several locations including in the downtown areas, school zones, and some residential areas. The city plans to install curb markings to restrict parking near critical areas with high pedestrian traffic areas and modify parking spaces adjacent to intersections. The city also plans to take an added step by including additional curb markings at high traffic intersections.

An example of this can be seen below:



**Who can I contact at the City of Pinole if I have questions about AB 413?**

For more information on AB 413, please call (510) 724-9010 or email us at: [publicworks@pinoles.gov](mailto:publicworks@pinoles.gov).

For complete Assembly Bill 413, click on the link below: [https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill\\_id=202320240AB413](https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill_id=202320240AB413)

**Share:**





## Contact Us

---

**City Hall**

2131 Pear Street, Pinole, CA  
94564

**Email:**

cityhall@pinoles.gov

**Phone:**

(510) 724-9000

**Fax:**

(510) 724-9826

## Explore

---

**City Government**

**Services**

**Our Community**

**Doing Business**

**Accessibility**

**Policy**

**Department List**

**Find a Service**

**News**

**Report a Problem**

[CONTACT US](#)

[TERMS OF USE](#)

©Copyright 2025

Your  
City  
Logo

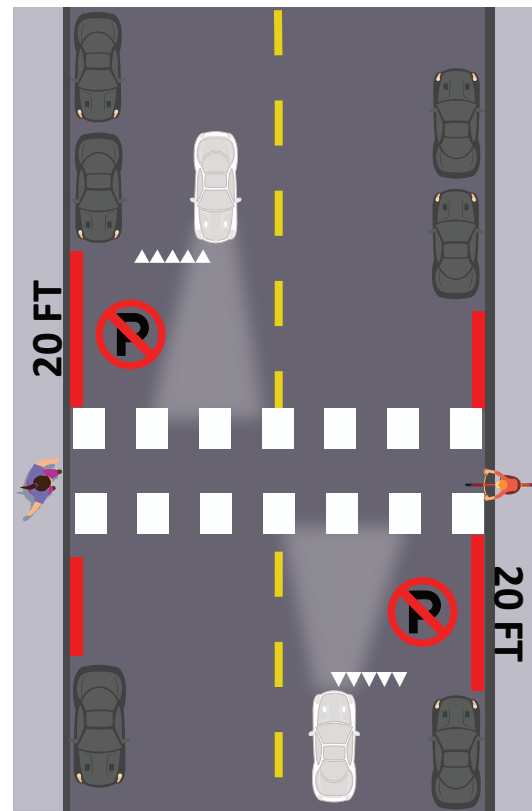
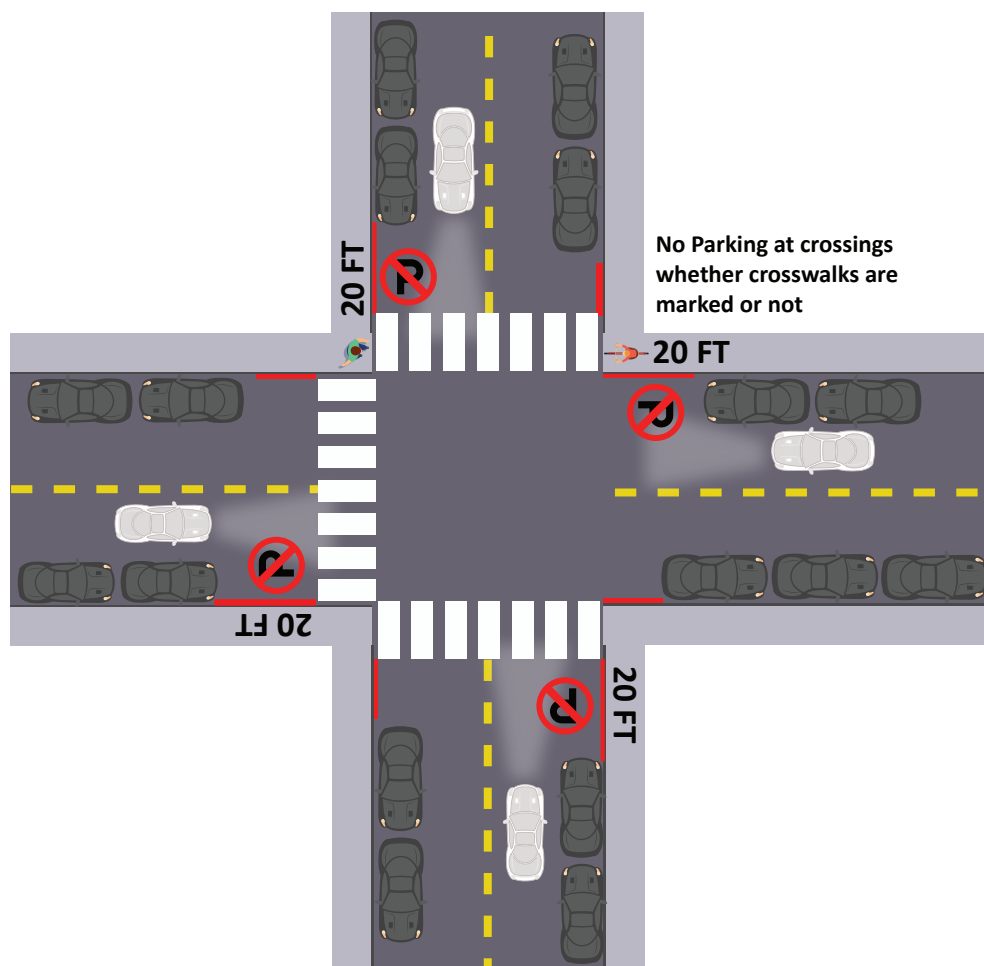
# INTERSECTION DAYLIGHTING



## CA State Law: Vision Clearance Guidelines at Intersection

### Improve Visibility at Crosswalks

California State Law - AB413 eliminates 20 FT of parking in front of crosswalks and at intersections for the intent of "Daylighting" the crossings to help improve visibility between pedestrians & bicyclists and motorists. The law restricts parking regardless of whether red curb or parking sign restrictions are in place, motorists should avoid parking directly in front of crosswalks to comply with the new state law.



### Parking Compliance:

No stopping or parking within 20 FT of a marked crosswalk or intersections is allowed starting January 1, 2025. Motorists are responsible for complying with the law whether parking is restricted using red curb or parking sign restrictions.

### State Law Implementation:

AB413 allows for immediate parking enforcement starting January 1, 2025. Motorists are encouraged to self-comply with the law to avoid citations.



Tu  
Ciudad  
Logo

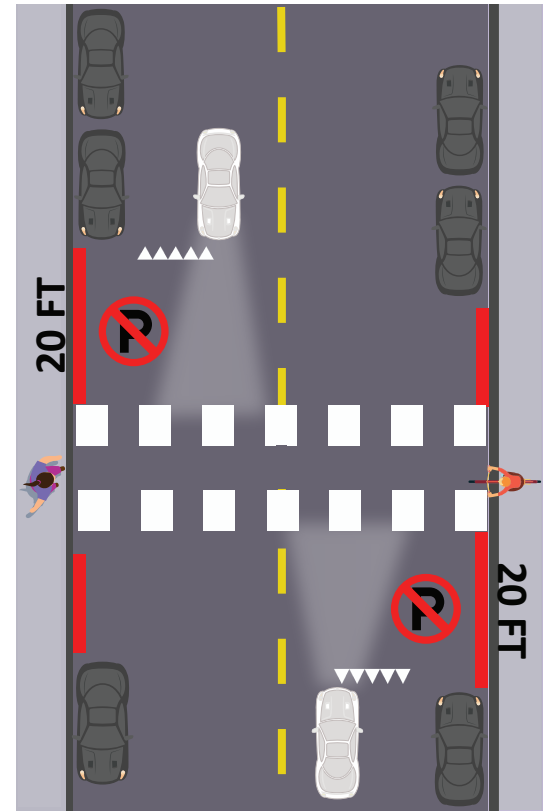
# Iluminación de Intersección

Ley del Estado de California: Directrices de Despeje de Visión en las Intersecciones



## Mejorar la Visibilidad en los Pasos Peatonales:

Ley del Estado de California - AB413 elimina el estacionamiento a menos de 6 metros (20 pies) de los pasos peatonales y las intersecciones con el propósito de "iluminar" los cruces para mejorar la visibilidad entre peatones, ciclistas y conductores. La ley restringe el estacionamiento independientemente de si hay bordillos rojos o señales de restricción de estacionamiento, y los conductores deben evitar estacionarse directamente frente a los pasos peatonales para cumplir con la nueva ley estatal.

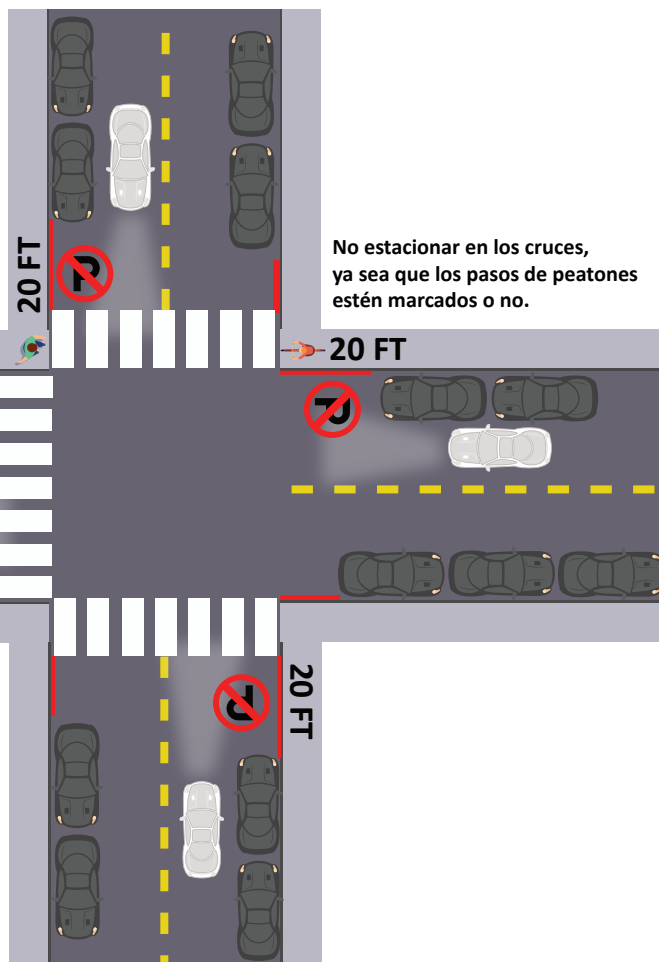


## Cumplimiento de Estacionamiento

No se permite detenerse ni estacionar a menos de 6 metros (20 pies) de un paso peatonal o intersección a partir del 1 de enero de 2025. Los conductores son responsables de cumplir con la ley, independientemente de si se restringe el estacionamiento mediante bordillos rojos o señales de restricción de estacionamiento.

## Implementación de la Ley Estatal:

AB413 allows for immediate parking enforcement starting January 1, 2025. Motorists are encouraged to self-comply with the law to avoid citations.



**THIS PAGE INTENTIONALLY BLANK**

---

## TRANSPAC BOARD Meeting **STAFF REPORT**

**Meeting Date:** February 13, 2024

<b>Subject:</b>	<b>DRAFT CONTRA COSTA COUNTYWIDE COMPREHENSIVE TRANSPORTATION SAFETY ACTION PLAN FOR LOCAL AGENCIES</b>
<b>Summary of Issues</b>	The CCTA Board's Countywide Bicycle and Pedestrian Plan, adopted in July 2018, recommends the development of a Vision Zero framework to enhance road safety. The Countywide Comprehensive Transportation Safety Action Plan (CCTSAP) aims to eliminate fatalities and severe injuries, particularly for vulnerable road users. At this meeting, CCTA staff will present the Draft CCTSAP for TRANSPAC Board review and comment.
<b>Recommendations</b>	For Information Only.
<b>Attachment(s)</b>	<ol style="list-style-type: none"><li>1. CCTA Board Draft Final Contra Costa Countywide Comprehensive Transportation Safety Action Plan (CCTSAP) for Local Agencies - 12/18/2024</li><li>2. Draft CCTSAP – Visit Countywide Vision Zero webpage (via Planning webpage) located at <a href="https://ccta.net/planning/countywide-vision-zero/">https://ccta.net/planning/countywide-vision-zero/</a></li></ol>

---

### **Background**

The CCTA Board adopted the Countywide Bicycle and Pedestrian Plan in July 2018, which emphasizes a multi-agency Vision Zero framework and a Safe Systems approach to road safety. This approach highlights the shared responsibility of safety among road users, transportation professionals, and emergency responders. In September 2021, the CCTA Board passed Resolution 21-40-G to implement the Countywide Vision Zero framework, focusing on analyzing collision patterns and providing a "How-To" Guide for local agencies to improve safety measures.

The Countywide Comprehensive Transportation Safety Action Plan (CCTSAP) complements this framework by offering a hybrid reactive and proactive strategy to enhance road safety. Utilizing data analysis, the CCTSAP identifies priority locations for intervention, encouraging local agencies to implement projects that address prevalent collision patterns and safeguard vulnerable populations, including pedestrians and cyclists, who are disproportionately affected by roadway incidents.

With the economic impact of fatal and severe injuries exceeding \$1.33 billion annually, the CCTSAP aims to maximize existing funding sources and foster collaboration among local, regional,

and state entities. During this meeting, CCTA staff will present the CCTSAP to the TRANSPAC Board for review. The CCTSAP will be integrated into the existing September 2021 Contra Costa Countywide Transportation Safety Policy and Implementation Guide.

#### Summary of TRANSPAC CCTSAP Comments

At the October regular meeting and December special meeting, the TAC provided comments on the CCTSAP. A primary recommendation is to ensure that the methodology for identifying the High-Injury Network (corridors identified as having a disproportionately high number of serious injuries and fatalities resulting from traffic crashes), is clearly defined and reflects local traffic conditions and incorporates input from city-specific transportation plans. TAC members emphasized the importance of aligning the Safety Action Plan with upcoming capital improvement projects to maximize impact and funding opportunities.

There was a desire for greater attention to bicycle and pedestrian safety, particularly in areas with high foot traffic and transit access and the inclusion of infrastructure solutions like protected bikes lanes and pedestrian refuge islands. The TAC also stressed the importance of considering equity when prioritizing safety improvements and the value of balancing quick-build projects with long-term infrastructure investments to create both immediate and lasting safety benefits.

The TAC also recommended enhancing public engagement efforts, particularly in underrepresented communities, to gain additional insight into high-risk areas that may not be reflected in high-level data and to ensure a broader range of perspectives. Lastly, there was a suggestion to include alternative speed management strategies beyond enforcement such as road design measures like lane narrowing and traffic calming.

The TAC also provided detailed written comments to CCTA staff and approved the Draft plan at the December special meeting inclusive of those comments.

This item was initially intended to be presented at the December 2024 TRANSPAC meeting, but that meeting was cancelled. The December 12, 2024 TRANSPAC meeting would have allowed the Board to review and approve the CCTASAP in advance of the plan being presented to the December 18, 2024 CCTA meeting for final approval. Therefore, the TRANSPAC Board is requested to review and comment on the draft CCTSAP.



## *Planning Committee* **STAFF REPORT**

**Meeting Date:** December 05, 2024

<b>Subject</b>	<b>Draft Final Contra Costa Countywide Comprehensive Transportation Safety Action Plan (CCTSAP) for Local Agencies</b>
<b>Summary of Issues</b>	<p>In September 2021, the Authority Board adopted the Contra Costa Countywide Transportation Safety Policy and Implementation Guide for Local Agencies (Guide), which provides a consistent countywide framework, with a hybrid reactive and increasingly proactive Safe Systems Approach to address inevitable human error, safety, and risk management.</p> <p>In September 2022, the Authority Board approved Resolution 21-40-G (Rev 1), strengthening the multi-jurisdictional commitment to its Countywide Vision Zero policy and establishing a timeline to eliminate fatal and severe injuries by 2034, with a 50 percent reduction by 2029. Over the past few years, Local Road Safety Plans (LRSPs) have been adopted locally, however, many were limited in scope and did not yet adequately address the Safe Systems Approach or provide consistent local lead applicant agency eligibility and national competitiveness for the multi-cycle federal Safe Streets and Roads for All (SS4A) grant program.</p> <p>The CCTSAP is intended to help local agencies satisfy State and federal requirements, provide regional consistency in addressing a Safe Systems Approach, empower local agencies to become their own Lead Applicant for future SS4A implementation grants from the United States Department of Transportation (USDOT), estimate economic impacts from fatal and severe-injury collisions, develop for countywide impact a project list that incorporates local prioritized safety</p>

	<p>projects consistent with the Safe Systems Approach and the Countywide Vision Zero Toolbox and policy, and support scoping and (multi-jurisdiction bundled) applications for grant funding opportunities to efficiently apply a Safe Systems Approach to achieve Countywide Vision Zero within the adopted timeline.</p>
<p><b>Recommendations</b></p>	<p>Staff seeks approval of Resolution 21-40-G (Rev 2), and review and comment, in support of the Authority’s commitment to its Countywide Vision Zero policy, and recommendation to adopt the CCTSAP, <u>which incorporates comments from the jurisdictions and the Regional Transportation Planning Committees and ensures a Local Road Safety Plan for each jurisdiction. The CCTSAP</u><del>which</del> would be integrated into the Contra Costa Countywide Transportation Safety Policy and Implementation Guide for Local Agencies, <u>which was</u> adopted by the Authority Board in September 2021, to provide jurisdictions a consistent Safe Systems Approach to eliminate fatal and severe injuries.</p>
<p><b>Staff Contact</b></p>	<p>Colin Clarke</p>
<p><b>Financial Implications</b></p>	<p>None</p>
<p><b>Options</b></p>	<p>The Authority Board may direct staff to take alternative actions on the proposed CCTSAP.</p>
<p><b>Attachments (<i>Attachment B has been Revised; Attachments C-D are New</i>)</b></p>	<ul style="list-style-type: none"> <li>A. Draft Final CCTSAP and Guide – Draft viewed at Countywide Vision Zero webpage (via Planning webpage) located at <a href="https://ccta.net/planning/countywide-vision-zero/">https://ccta.net/planning/countywide-vision-zero/</a></li> <li>B. Resolution 21-40-G (Rev 2) – <i>Revised</i></li> <li>C. Presentation – <i>New (PC Meeting handout)</i></li> <li>D. Revised Presentation – <i>New (To follow)</i></li> </ul>

**Changes from Committee**

*At the December 5, 2024 PC Meeting, the PC recommended that the Authority Board approve and adopt the CCTSAP, on the condition that Authority staff continue to coordinate with subregions in responding to comments on the iterative planning materials online after the annual cost estimate for countywide economic impacts from fatal and severe injuries is revised to reflect “per capita” figure.*

**Background**

The Authority’s Countywide Bicycle and Pedestrian Plan (CBPP), adopted in July 2018, included as its first key recommendation for implementation the development of a consistent multi-agency Countywide Vision Zero framework and “Safe Systems Approach.” This approach acknowledges that responsibility for safety outcomes includes (redundancy within) road design and is shared by multimodal road users, transportation and public health professionals, policymakers, decision-makers, emergency response (including fire, police, and medical) personnel, and traffic safety officials.

In September 2021, the Authority Board adopted Resolution 21-40-G, which included the Countywide Vision Zero framework and Safe Systems Approach. This approach assessed countywide collision patterns (labeled, “Countywide Safety Priority” locations within a High-Injury Network) and developed the countywide “How-To” Guide for local agencies throughout Contra Costa County. This Guide includes the Countywide Vision Zero Toolbox of strategies to improve safety by eliminating fatal and severe injuries. The Guide was developed and summarized the analysis of road collision data from 2008 through 2017 (while the CCTSAP summarizes the regional analysis of road collision data from 2013 through 2022). On average, eight people walking or bicycling were involved in a collision on a road within Contra Costa County every week. People walking and bicycling in Contra Costa County were 2.4 times more likely to experience a collision resulting in severe injury or fatality (compared to people in vehicles). People walking and bicycling accounted for 38% of collisions with a fatal or severe injury, however, represent only 20% of all collisions (including drivers). Of the collisions that resulted in fatal or severe injury, 86% of those that involved people walking, and 81% of those that involved people bicycling, each occurred on three percent of roadways countywide.

The Guide and CCTSAP provide a consistent countywide framework, with a hybrid reactive and increasingly proactive Safe Systems Approach to address inevitable human error, safety, and risk management most effectively through innovative design and application of technology through the adoption and implementation of a LRSP. The Guide and CCTSAP provide maps with “Countywide Safety Priority” Locations (sometimes referred to as a High-Injury Network (HIN)) within Countywide Pedestrian Priority Areas and a Toolbox with specific actions that can help local staff move toward Vision Zero, which acknowledges that fatal and severe (life-altering and traumatic) injuries are preventable. The CCTSAP adds and bundles multi-jurisdiction projects and scoping that uses a Safe Systems Approach for local agency implementation to more efficiently achieve Countywide Vision Zero sooner. Participating locations were identified in close coordination with local agency staff as part of the CCTSAP, e.g., based on their overlap with the Authority’s 2021 Vision Zero HIN (2008—2017), the CCTSAP/Metropolitan Transportation Commission’s (MTC) BayViz Regional HIN (2013—2022), and locally identified priority safety enhancement locations (LRSP 2018—2022).

The Guide, and the CCTSAP, provide elected representatives and the public an opportunity to learn about patterns from analysis across multiple jurisdictional boundaries. The Guide and CCTSAP encourage an approach that is both reactive (analysis of past collision data and patterns), and (increasingly) proactively identifies potential safety issues based on travel behavior, roadway design, and other built-environment factors that contribute to collisions that result in a fatal or severe injury. As the Authority coordinates with MTC and other agencies, nonprofit and private sector organizations, local agencies can contribute to and help maintain higher quality data, available for planning analysis and public works’ action sooner, and aggregate different datasets to better inform decision-making at a countywide level and locally.

For the CCTSAP, analyzed data from the MTC regional safety data dashboard online tool for local agencies (<https://bayviz.mysidewalk.com>) allow for common collision patterns, maps, and data that can be used to initiate project development and gain community support. For example, each local agency can view the costs estimated, per jurisdiction boundary, to its local economy as a result of fatal and severe injury collisions. The cost to the local economy countywide is estimated at more than \$1.33 billion each year, on average (2013 through 2022).



---

### Next Steps, Funding, and Project Delivery

Using authentic engagement and other best practices described in the Guide and CCTSAP, local agencies can implement the Authority's recommended countywide priority projects as part of developing a project list within their multi-year Capital Improvement Program (CIP), repaving program, and LRSP, which the Highway Safety Improvement Program requires updating locally at least every five years. Authority staff support a core element known as comprehensive evaluation and adjustments. Local agency staff can support Authority staff in creating a list of prioritized projects to encourage and help move toward Countywide Vision Zero, such as CCTSAP- and Toolbox-informed projects near parks, senior and childcare facilities, and along safe routes to school, to help reduce or eliminate common countywide collision patterns, including the following elements:

- Unsafe speeding / aggressive driving
- Transit priority areas
- Channelized right turns (unsignalized or yield signed: slip lanes)
- Trail crossings (intersections with streets)
- Near highway on-ramps and off-ramps
- (Skewed) intersections
- Unprotected left turns at traffic signalized intersections
- Red light violations, e.g., right turns
- Vulnerable populations such as seniors and youth

The Authority does not have jurisdiction over local roadways and state highways, however, through its role as a funding agency can continue leading the framework for countywide consistency and influence the adoption of local Vision Zero policies and implementation of related projects and program criteria. The Authority can partner with local, regional, and State agencies for project delivery, and influence local policy and decision-making. The Authority can also encourage local agencies to leverage multiple existing funding sources to implement Countywide Vision Zero as part of routine maintenance (e.g., repaving and multi-year CIPs), design, (Complete Streets) construction, and operations as well as continue to provide technical assistance and support. For example, local projects can be implemented using countywide Measure J funding, e.g., from the Local Streets Maintenance and Improvement program, and can be considered for discretionary funding, which is competitive at a countywide level, e.g., from the Transportation for Livable Communities and Pedestrian,

Bicycle, and Trail Facilities programs, for which an upcoming call for projects may be released during Fiscal Year (FY) 2024-25 for expenditures that could commence in FY 2025-26.

Measure J funding is not anticipated to be limited to only the project scopes, corridors or street segments on regional (MTC) or Countywide Vision Zero maps.

### Development Process

The Countywide Vision Zero Working Group (VZWG) convened in December 2019, February 2020, October 2020, and May 2021 to steer development of the Guide; and in November 2023 to steer development of the CCTSAP. The VZWG includes representatives from the Countywide Bicycle & Pedestrian Advisory Committee (CBPAC), one CBPAC volunteer from each of the four Regional Transportation Planning Committees (RTPC), and one volunteer from each of the four RTPC sub-regions from the Authority's Technical Coordinating Committee (TCC). The other members include a representative from Contra Costa County (planning and public works), transportation safety research (University of California, Berkeley), and advocacy organizations (Bike East Bay).

Using authentic engagement and other best practices described in the Guide, local agencies can recommend local priority projects as part of developing an LRSP. Countywide Vision Zero and the MTC regional safety data dashboard online tool for local agencies (<https://bayviz.mysidewalk.com>) continues to allow for common collision patterns, maps, and data that can be used to initiate project development while using the Safe Systems Approach, create demonstration projects that use quick-build materials and methods, and gain community support. MTC was awarded a grant in the amount of almost \$10 million that the Authority will help administer, including amplifying locally requested improvements to, the regional safety data dashboard online tool for local agencies, e.g., disaggregating data per jurisdiction (California Department of Transportation vs. each city/town). The Authority continues to encourage local agencies to leverage multiple existing funding sources to implement the Countywide Vision Zero policy and local safety projects as part of routine pavement maintenance, design, construction, and operations, as well as continue to provide technical assistance and support.

Local agencies can request advisory support and technical assistance from the Authority when developing LRSPs and implementing projects that can help move toward Countywide Vision Zero and coordinated compliance with USDOT's requirements for a Comprehensive

## Safety Action Plan.

The CCTSAP encourages future funding opportunities under the federal Infrastructure Investment and Jobs Act. It also encourages local City/Town Councils or Boards of elected officials in each jurisdiction to adopt a Vision Zero or Safe Systems policy (including a commitment to a timeline in which to achieve Vision Zero), e.g., City of Lafayette in November 2021, City of Walnut Creek in August 2023, Contra Costa County Board of Supervisors in November 2023 (without a timeline), and City of Clayton in April 2024. The goal is to prioritize safety before vehicle volumes and most critically speed in planning, scoping, design, engineering, construction, operations, and maintenance. The CCTSAP was developed, in part, to accomplish the following:

- Review policies and plans.
- Summarize public engagement and community outreach.
- Summarize updated collision data analysis and resources.
- Provide estimates of the economic costs of delaying Countywide Vision Zero to empower local agency staff, decision-makers, appointed representatives, and elected officials with more data to develop community support for local implementation.
- Estimated annual investment necessary to achieve Countywide Vision Zero targets (current CIPs, estimated costs, estimated crash reductions, crash modification factors).
- Develop projects for implementation.
- Summarize next steps for SS4A compliance for local agency action.

A draft was presented for input from the CBPAC on July 22, 2024, from the TCC on October 17, 2024, and from the RTPCs (technical advisory committees' staff) and policy advisory committees' elected representatives. [Authority staff will continue coordinating with the RTPCs to address comments received on the CCTSAP. This document continues to be a living document that will be updated as necessary.](#)

The common countywide collision patterns known as emphasis areas (2010 through 2019), from the State Highway Safety Plan from the California Department of Transportation, are intersections, bicyclists, speed/aggressive driving, and pedestrians. From the population of vulnerable road users, people walking or bicycling make up for 16 percent of trips, yet account for 30 percent of all fatal and severe-injury collisions on average for all sub-regions (2013 through 2022). Collisions involving people walking or bicycling are twice as likely to

result in a fatal or severe injury compared to collisions involving vehicles only.

### **Adoption of the CCTSAP, for Integration into the Policy and Implementation Guide**

The Draft CCTSAP (which includes economic impact costs per sub-region and per jurisdiction) is available for review on the Authority's website (Countywide Vision Zero webpage) at <https://ccta.net/planning/countywide-vision-zero>.

Staff seeks approval of Resolution 21-40-G (Rev 2), and review and comment, in support of the Authority's commitment to its Countywide Vision Zero policy, and recommendation to adopt the CCTSAP, which incorporates comments from the jurisdictions and the Regional Transportation Planning Committees and ensures a Local Road Safety Plan for each jurisdiction. The CCTSAP which would be integrated into the Contra Costa Countywide Transportation Safety Policy and Implementation Guide for Local Agencies, which was adopted by the Authority Board in September 2021, to provide jurisdictions a consistent Safe Systems Approach to eliminate fatal and severe injuries.

---

**TRANSPAC Board Meeting *STAFF REPORT***

**Meeting Date:** February 13, 2025

<b>Subject:</b>	<b>COUNTYWIDE EMERGENCY EVACUATION PLAN</b>
<b>Summary of Issues</b>	CCTA staff will provide an update on the development of the Countywide Emergency Evacuation Plan. The plan includes local-level evacuation compliance assessments and a high-level evaluation of evacuation route capacity, safety, and viability across the county, encompassing its 19 cities and towns as well as unincorporated areas.
<b>Recommendation(s)</b>	For Information Only.
<b>Option(s)</b>	N/A
<b>Financial Implications</b>	None.
<b>Attachment(s)</b>	<ol style="list-style-type: none"><li>1. Countywide Emergency Evacuation Plan Presentation</li></ol>

---



CONTRA COSTA  
transportation  
authority

Attachment 1

TRANSPAC TAC

# Countywide Emergency Evacuation Plan

John Hoang, Director, Planning

January 30, 2025

# Countywide Emergency Evacuation Plan

- Caltrans Sustainable Transportation Planning Grant Program FY24-25
  - Climate Adaptation
- Grant Specific Objectives and Benefits
  - Benefits to public health, natural ecosystems, air quality, social equity, the economy, or reduction in GHG emissions
- Grant Specific Objectives, Partnership and stakeholders
- Alignments with other plans and State goals
- Cost
  - Grant Amount \$1,490,000
  - Match \$207,900
  - Total \$1,697,900

# Countywide Emergency Evacuation Plan

- Includes 19 Cities/Towns and Unincorporated County
  - With focus on vulnerable communities
  - Neighborhoods that lack network redundancy during evacuation scenarios
  - Help agencies determine how to improve the evacuation network during those events
- Builds on the multi-jurisdictional Local Hazard Mitigation Plan (multi-jurisdictional evacuation using routes that may span several jurisdictions)
  - Tie-in to regional and subregional transportation planning
- Plan addresses two deficiencies
  - Unfunded mandates requiring local governments to plan for emergency evacuation
    - SB 99: Conduct Local-Level Evacuation Compliance Assessment
    - AB 747: Evaluate High-Level Evacuation Route Capacity, Safety, and Viability
  - Unique regional economic and climate-related issues that affect the most vulnerable communities and their transportation system



# Countywide Emergency Evacuation Plan

- Hazards/Climate-induced Effects
  - Sea Level Rise, Wildfire Risks, Levee failure, Landslides, Tsunamis
  - Other Natural Hazards: Earthquakes
  - Manmade: Refinery Accidents
- Expected to Strain the Transportation network and communities throughout the County
- Efforts already undertaken by agencies to look at planning for resiliency.
  - Lafayette and Orinda completed locally-focused planning efforts
- Underserved communities
  - Richmond, El Cerrito San Pablo, Concord, Pittsburg, Antioch, Unincorporated (North Richmond Rodeo, Bay Point)
  - Equity Priority Communities (EPCs) [based on race, low-income, English proficiency, seniors,...]
  - MTC identifies 48 Census tracts in CC as EPCs
  - Engagement

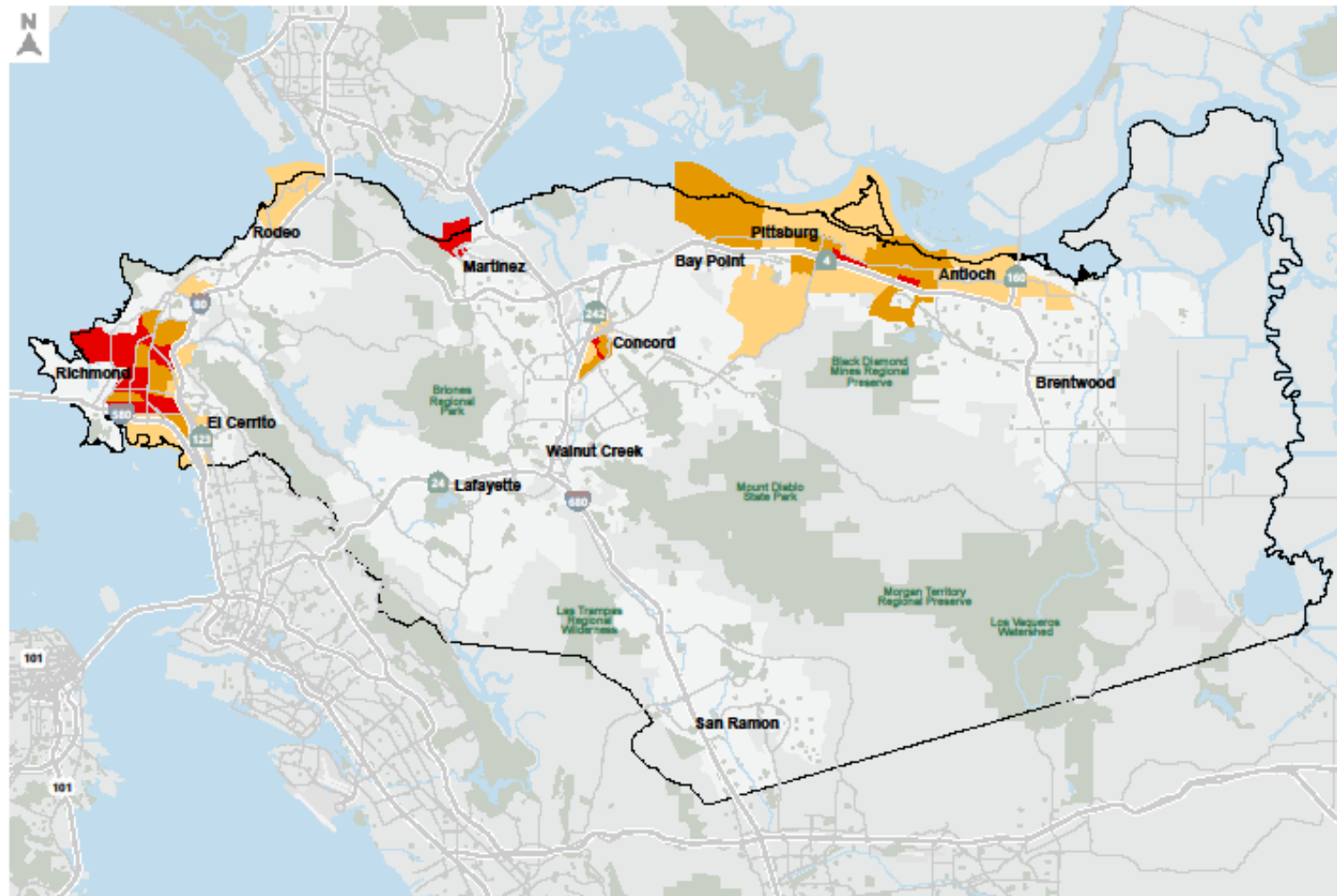
# Countywide Emergency Evacuation Plan

- Assessment of five sub-regions and evaluation of up to six emergency events per region using and interfacing with land use and roadway network data in the CCTA model. Based on the results of the assessment the Plan will include:
  - Project Prioritization: Prioritized projects in the identified vulnerable areas using a ranking criterion agreed by the Project's TAC
  - Cost Estimates/Project constraints: Cost estimates and key constraints of 20 top-ranked of projects with conceptual project designs.
  - Funding strategies and documentation: Potential funding strategies for the projects.

# Countywide Emergency Evacuation Plan

- Scope of Work
  - Task 1: Technical Advisory Committee
  - Task 2: Stakeholder and Public Outreach
  - Task 3: Network Resilience Assessment
    - Outreach Emergency Responders
    - Congestion Identification
    - Network Analysis
    - Emergency Response Time Assessment
    - AB 747/AB 1409 Assessment
    - Firesafe Accessibility Assessment
  - Task 4: Additional Infrastructure Resilience Assessment
    - Network Electrification Resiliency
    - Transit Shelter Evaluation
    - Vehicle Redundancy Assessment

# Equity Priority Communities



MTC Equity Priority Community Classification

High Higher Highest

Exhibit A

MTC Equity Priority Communities