

TRI-VALLEY TRANSPORTATION COUNCIL

Renee Morgan
TVTC Chair
Councilmember
Town of Danville
(510) 366-0716

David Haubert
TVTC Vice-Chair
Supervisor District 1
Alameda County
(925) 551-6995

Candace Andersen
Supervisor District 2
Contra Costa County
(925) 957-8860

Jean Josey
Councilmember
City of Dublin
(925) 833-2530

Brittini Kiick
Councilmember
City of Livermore
(925) 960-4019

Scott Perkins
Vice Mayor
San Ramon
(925) 973-2530

Julie Testa
Vice Mayor
City of Pleasanton
(925) 931-5001

If you have any questions related to the Tri-Valley Transportation Council meeting agenda. Please contact Diane Friedmann, TVTC Administrative staff at (925)314-3378 or email at dfriedmann@danville.ca.gov

TVTC REGULAR MEETING

Monday, October 21, 2024
4:00 p.m.

In-Person Meeting Locations:

1. Town of Danville, Community Meeting Room, 500 La Gonda Way, Danville, CA 94526
2. Office of Supervisor David Haubert, Alameda County Board of Supervisors, District 1, 4501 Pleasanton Avenue, Pleasanton, CA 94566 (via teleconference)

Pursuant to Government Section 54953(b), members of the Board will be participating via teleconference from the above-listed in-person meeting locations. All in-person meeting locations will be open and accessible to the public and members of the public will have the opportunity to directly address the Board from these locations. This agenda will be posted at all locations.

Remote Meeting Link:

Join Zoom Meeting Link
<https://us02web.zoom.us/j/87178828255>
Webinar ID: 8717 882 8255

Or One tap mobile :
+16694449171, 87178828255# US
+16699006833, 87178828255# US (San Jose)

Or Telephone:
Dial (for higher quality, dial a number based on your current location):
+1 669 444 9171 US
+1 669 900 6833 US (San Jose)

Members of the public who wish to participate in the meeting electronically have the option of giving public comments via Zoom during the Public Comment period (for topics not on the agenda), in addition to each of the items on the agenda.

If you are submitting a public comment via email, please do so **by 12:00 p.m. on Monday, October 21, 2024**, to dfriedmann@danville.ca.gov. Please include "**Public Comment 10/21/24**" in the subject line. In the body of the email, please include your name and the item you wish to speak on. Public comments submitted will be read during Public Comment and will be subject to the regular three-minute time restriction.

TRI-VALLEY TRANSPORTATION COUNCIL

This AGENDA is posted in accordance with Government Code Section 54954.2(a). If requested, pursuant to Government Code Section 54953.2, this agenda shall be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Section 12132) (ADA), and the federal rules and regulations adopted in implementation thereof. To make a request for disability-related modification or accommodation, please contact the Administrator at (925) 314-3378 or by email at dfriedmann@danville.ca.gov at least 24 hours in advance of the meeting. Upon receiving a request, the TVTC will swiftly resolve requests for reasonable accommodation for individuals with disabilities, consistent with the federal ADA, and resolve any doubt in favor of accessibility.

Agenda materials that become available within 72 hours in advance of the meeting, and after publishing of the agenda, will be available at Town of Danville, 500 La Gonda Way, and will be posted on the TVTC's website at <https://www.tvtc-jpa.com/Meetings/Upcoming-Meetings.aspx>

Once connected to the Zoom platform using the Zoom link information provided, the public speaker will be added to the Zoom webinar as an attendee and muted. The speaker will be able to observe the meeting from the Zoom platform. The speaker will be unmuted to give public testimony via Zoom.

TRI-VALLEY TRANSPORTATION COUNCIL

AGENDA

1. **Call to Order**
2. **Roll Call and Self Introductions**
3. **Public Comment**
4. **Consent Calendar**
 - a. APPROVE April 15, 2024, Minutes
5. **Old Business**
6. **New Business**
 - a. Receive Verbal Update I580/680 Interchange Project Update
 - b. Approve Allocation and Funding Agreement I580/Vasco Road Project
 - c. Approve TVTC 2025 Meeting Calendar
 - d. Review monthly P&L Statement, LAIF reports, and Mechanics Bank Statement*
7. **Administrative Business**
 - a. Accept Year-End Checklist developed by Bookkeeping and Accounting Services Consultant
8. **Informational Items**

TVTC Finance Subcommittee Meeting, January 16, 2025 at 4 p.m., Danville Town Offices, Community Meeting Room, 500 La Gonda Way, Danville, CA 94526

TVTC Board Meeting, January 27, 2025 at 4 p.m., Danville Town Offices, Community Meeting Room, 500 La Gonda Way, Danville, CA 94526
9. **Adjournment**

Item 4

TRI-VALLEY TRANSPORTATION COUNCIL

Item 4a - DRAFT - MEETING MINUTES

TRI-VALLEY TRANSPORTATION COUNCIL REGULARLY SCHEDULED BOARD MEETING

CMO Conference Room, Dublin City Hall, 100 Civic Plaza, Dublin CA 94568 and
Zoom Teleconference Call
Monday, April 15, 2024

1. **CALL TO ORDER**

The Tri-Valley Transportation Council (TVTC) was called to order at 4:03 p.m. by Chair, Jean Josey, City of Dublin.

2. **ROLL CALL, AND SELF-INTRODUCTIONS**

TVTC Members in Attendance:

Jean Josey, Chair, Councilmember, Dublin
Renee Morgan, Vice-chair, Councilmember, Town of Danville
David Haubert, Supervisor District 1, Alameda County
Candace Andersen, Supervisor District 2, Contra Costa County
Brittini Kiick, Vice Mayor, City of Livermore (absent)
Jack Balch, Councilmember, City of Pleasanton
Scott Perkins, Councilmember, San Ramon

TVTC Staff in Attendance:

Andrew Dillard, Danville
Adam Cleary, Danville
Joanna Liu, Livermore (absent)
Pratyush Bhatia, Dublin
Sai Midididdi, Dublin
Cedric Novenario, Pleasanton
Kristen Villanueva, Alameda CTC
Matt Kelly, CCTA (absent)
Chris Weeks, San Ramon
Robert Sarmiento, Contra Costa County

Others in Attendance

Lindsay D'Andrea, General Counsel's Office

3. **PUBLIC COMMENT**

None

TRI-VALLEY TRANSPORTATION COUNCIL

4. CONSENT CALENDAR

- a. APPROVE January 29, 2024, Minutes
- b. APPROVE February 23, 2024, Special Meeting Minutes
- c. APPROVE the draft audit report for FY 2022-2023
- d. APPROVE the Construction Cost Index Annual Adjustment to the Tri-Valley Transportation Development Fee
- e. APPROVE Assignment of Legal Services Retainer Agreement to Redwood Public Law

Motion to Approve Consent Calendar Items by **Haubert**; Second by **Perkins**

Approved (Ayes 6; Noes 0; Abstain 0) Kiick - Absent

5. OLD BUSINESS

- a. ADOPT Draft Tri-Valley Transportation Development Fee (TVTDF) Implementation Guidelines.
At the January 29, 2024, TVTC Board meeting, a query arose from the Board regarding the "Step-3 Calculating Credit" in the Fee Calculation Methodology outlined in the TVTDF Implementation Guidelines. Presently, the draft guidelines restrict TVTDF credit to a two-year vacancy period. Consequently, properties vacant for more than two years would not receive credit for existing land use.

Some Board members expressed concerns about the potential financial strain this limitation could impose on businesses and property owners striving to fill vacant properties. Conversely, a few members suggested that maintaining the vacancy limit could serve as an incentive for property owners to keep buildings occupied.

In response, staff was tasked with evaluating options to either provide exceptions for business owners or separate the language from the guidelines, allowing individual agencies' ordinances or resolutions to determine the appropriateness of such exceptions.

After thorough evaluation, the TVTC Technical Advisory Committee (TAC) recommends incorporating the following language into "Step 3 - Calculating Credit" in the Fee Calculation Methodology: "Credits may be granted to developments involving a change in existing land use, with the credit amount based on the existing land use. In instances where a property has remained vacant for more than five years, a jurisdiction may choose not to grant credit. When deciding whether to award a credit, the jurisdiction may request financial documentation from the developer to assess the impact of the credit on the financial feasibility of the proposed development

TRI-VALLEY TRANSPORTATION COUNCIL

Motion to Approve Consent Calendar Items by **Perkins**; Second by **Morgan**
Approved (Ayes 6; Noes 0; Abstain 0) Kiick - Absent

6. **NEW BUSINESS**

ADOPT Resolution No. 2024-06 approving transition of Chair, Vice-Chair, Administration, and Treasurer for a 2-year term beginning Fiscal Year 2024-2025 through Fiscal Year 2025-2026

Motion to Approve Consent Calendar Items by **Josey**; Second by **Perkins**
Approved (Ayes 5; Noes 0; Abstain 0) Kiick - Absent
a. Review monthly statement, LAIF reports, and Mechanics Bank Statement

7. **ADMINISTRATIVE BUSINESS**

8. **INFORMATIONAL ITEMS**

July 15, 2024, at 4:00 p.m. – TVTC Board Meeting, Danville Town Offices, Community Meeting Room, 500 La Gonda Way, Danville, CA 94526

8. **ADJOURNMENT**

The meeting was adjourned by Chair Josey at 4:14 p.m.

Item 5

Item 6

TRI-VALLEY TRANSPORTATION COUNCIL

Item 6a

I580/680 Interchange Project Update

Verbal Update

TRI-VALLEY TRANSPORTATION COUNCIL

Item 6b

Renee Morgan
TVTC Chair
Councilmember
Town of Danville
(925) 366-0716

To: Tri-Valley Transportation Council (TVTC)

From: TVTC Technical Advisory Committee

Date: October 21, 2024

David Haubert
TVTC Vice Chair
Supervisor District 1
Alameda County
(925) 551-6995

Subject: APPROVE City of Livermore – Request to Allocate Tri-Valley Transportation Development Fee Funds in the Amount of \$5,139,000 to the I-580/Vasco Road Interchange Modification Project of the Tri-Valley Transportation Council Strategic Expenditure Plan Project B-4 for FY 2024-2025 and Associated Funding Agreement

Candace Andersen
Supervisor District 2
Contra Costa County
(925) 957-8860

Brittini Kiick
Councilmember
City of Livermore
(925) 960-4019

Julie Testa
Vice Mayor
City of Pleasanton
(925) 931-5001

Scott Perkins
Vice Mayor
City of San Ramon
(925) 973-2544

Jean Josey
Councilmember
City of Dublin
(925) 833-2530

BACKGROUND

I-580/Vasco Road Interchange currently experiences operational deficiencies resulting in significant traffic delays. The interchange is also lack of bicycle and pedestrian infrastructures. Improvements to the I-580/Vasco Road Interchange will enhance traffic operations and safety for all modes of travel, and accommodate the future Valley Link transit system in the median. This project will complete the street improvements implementing the City's General Plan and the Complete Streets Policy.

DESCRIPTION

Improvements to the Vasco Road/I-580 Interchange will consist of removal and replacement of the Vasco Road overcrossing with a wider bridge, and reconstruction of the on and off ramps bridge structure, and new traffic signals. In addition, the project will construct new bike lanes and sidewalks over the interchange. The project will improve traffic operational level of service and safety for all modes of travel including motorists, bicyclists, pedestrians, etc.

Project Initiation Document (PID) phase for the project has been completed. Project Approval & Environmental Document (PA/ED) phase is currently in progress, followed by the Plans, Specifications, and Estimates (PS/E) phase, and right of way acquisitions. Construction is anticipated to commence in 2028. The project scope will be consistent with the City of Livermore General Plan and Livermore Bicycle, Pedestrian, and Trails Active Transportation Plan.

TRI-VALLEY TRANSPORTATION COUNCIL

In August 2021, the Tri-Valley Transportation Council (TVTC) unanimously approved the TVTC Nexus Study update. Subsequently, on April 18, 2022, the TVTC unanimously adopted the 2022 Strategic Expenditure Plan (SEP) Update. The SEP includes Project B-4 I-580/Vasco Road Interchange Modification Project. The SEP authorizes an appropriation of \$5,139,000 for FY2024-2025 and \$3,426,000 for FY2025-2026 from the Tri-Valley Transportation Development Fund (TVTDF).

The TVTC Technical Advisory Committee (TAC) has determined that there is sufficient funding to allocate the \$5,139,000 in TVTDF this fiscal year 2024-25. Given that the City of Livermore is a member of TVTC and a signatory to the Joint Exercise of Powers Agreement pertaining to the TVTDF for traffic mitigation, Livermore is the Project Sponsor. In this capacity, the \$5,139,000 funds will be transmitted to the City of Livermore for FY 2024-25.

RECOMMENDATION

TVTC TAC recommends TVTC Board approve Resolution No. 2024-08 approving the allocation of TVTDF to 2022 TVTC SEP Project No. B-4 and approving the Funding Agreement.

ATTACHMENTS

1. TVTC Resolution No. 2024-08 A Resolution of the Tri-Valley Transportation Council to Allocate \$5,139,000 in Tri-Valley Transportation Development Fee (TVTDF) Funds to the City of Livermore for Strategic Expenditure Plan Project B-4 I-580/Vasco Road Interchange Modification Project for FY 2024-2025
2. 2022 TVTC SEP Funding Plan Amended January 29, 2024
3. 2022 TVTC SEP Project No. B-4 Fact Sheet

TRI-VALLEY TRANSPORTATION COUNCIL

TRI-VALLEY TRANSPORTATION COUNCIL RESOLUTION NO. 2024-08

A RESOLUTION OF THE TRI-VALLEY TRANSPORTATION COUNCIL TO ALLOCATE \$5,139,000 IN TRI-VALLEY TRANSPORTATION DEVELOPMENT FEE (TVTDF) FUNDS TO THE CITY OF LIVERMORE FOR STRATEGIC EXPENDITURE PLAN PROJECT B-4 I-580/VASCO ROAD INTERCHANGE MODIFICATION PROJECT FOR FY 2024-2025 AND APPROVE ASSOCIATED FUNDING AGREEMENT

WHEREAS, in 1995, the Tri-Valley Transportation Council (TVTC) adopted the “Tri-Valley Transportation Plan/Action Plan (TVTP/AP) for Routes of Regional Significance; and

WHEREAS, in 1998, the TVTC, and the City of Dublin entered into a Joint Exercise Powers of Agreement (JEPA) to provide authority to collect a Tri-Valley Transportation Development Fee (TVTDF) to collect impact fees for the traffic mitigation to be applied to TVTC priority projects; and

WHEREAS, on August 16, 2021, TVTC unanimously approved Resolution No. 2021-10 Adopting the Tri-Valley Transportation Council 2020 Nexus Fee Update Study; and

WHEREAS, on April 18, 2022, the TVTC unanimously approved Resolution No 2022-07 Adopting the Strategic Expenditure Plan (SEP) Update and SEP Funding Plan, which guides the expenditure of revenue collected from TVTDF; and

WHEREAS, the SEP identifies priorities, project sponsors, and funding for TVTDF projects; and

WHEREAS, the 2022 Strategic Expenditure Plan Update programmed \$5,139,000 in fiscal year 2024-25 for the I-580/Vasco Road Interchange Modification Project (Project B-4); and

WHEREAS, Project Approval & Environmental Document (PA/ED) phase of the Project is underway and is anticipated to start construction in 2028; and

WHEREAS, the City of Livermore is the project sponsor and has requested project funding allocation.

TRI-VALLEY TRANSPORTATION COUNCIL

NOW THEREFORE, the Tri-Valley Transportation Council resolves as follows:

1. The TVTC authorizes the TVTC Administrator and Treasurer to transmit \$5,139,000 in funds from the TVTDF account to the City of Livermore, the project sponsor for the I-580/Vasco Road Interchange Modification Project (Project B-4) for FY2024-2025;
2. The TVTC approves the associated Funding Agreement between TVTC and the City of Livermore substantially in the form attached hereto and incorporated herein as Exhibit A, subject to final review and minor modification by TVTC's General Counsel, and authorizes the Chair to execute the Funding Agreement;
3. The TVTC authorizes any related activities necessary to further the intent of this resolution.

PASSED, APPROVED AND ADOPTED at the meeting of October 21, 2024, by the following votes:

AYES:

NOES:

ABSENT:

ABSTAIN:

Renee S. Morgan, Chair
Tri-Valley Transportation Council

ATTEST:

Diane J. Friedmann, TVTC Administrator

TRI-VALLEY TRANSPORTATION COUNCIL

EXHIBIT A

“Draft Funding Agreement”

**FUNDING AGREEMENT BETWEEN THE TRI-VALLEY TRANSPORTATION COUNCIL AND CITY OF LIVERMORE FOR THE ALLOCATION OF TVTDF FUNDS IN THE AMOUNT OF \$5,139,000 FOR THE I-580/VASCO ROAD INTERCHANGE MODIFICATION PROJECT
(PROJECT B.4)**

This AGREEMENT is made and entered into as of October 21, 2024 by and between the Tri-Valley Transportation Council and the City of Livermore (LIVERMORE), collectively referred to herein as the “Parties.”

RECITALS

- A. **WHEREAS**, LIVERMORE, as one of the members of the Tri-Valley Transportation Council (“TVTC”), is a signatory to the Joint Exercise of Powers Agreement pertaining to the Tri-Valley Transportation Development Fee (“TVTDF”); and
- B. **WHEREAS**, the I-580/Vasco Road Interchange Modification Project (“Project”) is identified on List B of the TVTC Strategic Expenditure Plan (“SEP”) and is programmed for funding in the SEP Funding Plan; and
- C. **WHEREAS**, LIVERMORE is the Project sponsor and requested a TVTDF funding allocation; and
- D. **WHEREAS**, pursuant to Resolution No. 2024-08, TVTC approved the allocation of \$5,139,000 of TVTDF funds to LIVERMORE for the Project for FY2024-2025; and
- E. **WHEREAS**, the Parties desire to enter into this Funding Agreement to outline the terms and obligations associated with the allocation of TVTDF funds;

NOW, THEREFORE, THE PARTIES DO HEREBY AGREE AS FOLLOWS:

SECTION I

TVTC AGREES:

- A. To allocate and transmit to LIVERMORE \$5,139,000 of TVTDF funds for the Project.

Tri-Valley Transportation Council

TRI-VALLEY TRANSPORTATION COUNCIL

LIVERMORE AGREES:

- A. To utilize the TVTDF funds solely for the Project, in accordance with the SEP.
- B. To keep and maintain accurate documentation consistent with Generally Accepted Accounting Principles (GAAP) related to the expenditure of the TVTDF funds allocated for the Project.
- C. To make any and all documentation related to the Project's use of TVTDF funds available to TVTC or its representatives upon request.
- D. To promptly notify TVTC of any unspent TVTDF funds after Project completion and promptly return said funds to TVTC.

SECTION II

IT IS MUTUALLY AGREED:

- A. Any notice given under this Funding Agreement shall be in writing and shall be deemed given if delivered personally or mailed by registered or certified mail or commercial overnight courier, return receipt or confirmation of delivery requested, or by facsimile transmission with voice confirmation of receipt, the parties at the following addresses (or at such other address for a party as shall be specified by like notice):

If to LIVERMORE:

Mallika Ramachandran, Assistant City Engineer
City of Livermore
1052 S. Livermore Ave.
Livermore, CA 94550

mramachandran@LivermoreCA.gov

If to TVTC:

Diane J. Friedmann
Attention: TVTC Administrator
Town of Danville
500 La Gonda Way
Danville, CA 94526

DFriedmann@danville.ca.gov

SIGNATURES ON THE NEXT PAGE

TRI-VALLEY TRANSPORTATION COUNCIL

CITY OF LIVERMORE

A Municipal Corporation "LIVERMORE"

Marianna Marysheva, City Manager

APPROVED AS TO FORM:

Tara Mazzanti, Assistant City Attorney

ATTEST:

Deborah L. Elam, City Clerk

City Council Resolution No.

TRI-VALLEY TRANSPORTATION COUNCIL

Renee S. Morgan, Chair

APPROVED AS TO FORM:

Lindsay D'Andrea, TVTC Counsel

ATTEST:

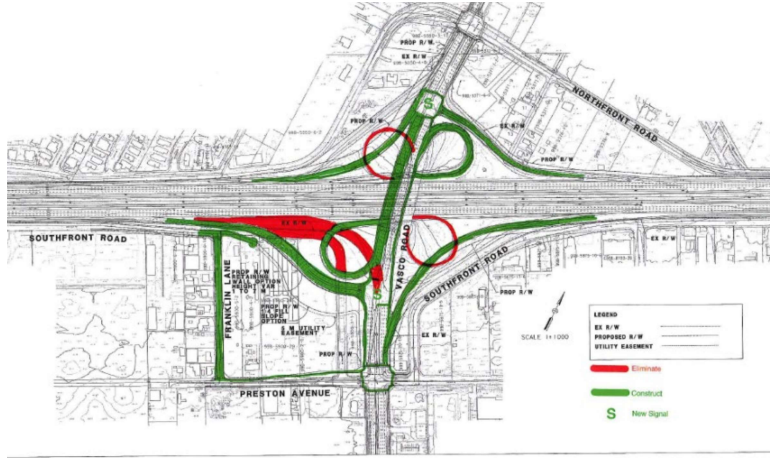
Diane J. Friedmann, TVTC Administrator

Table 8: 2022 TVTDF Funding Plan

ID	Project	July 1st FY Balance (\$)												Total
		Revenue Forecast (\$)												
		Return to Local Source - 20% (\$)												
		Admin Fee -0.8% (\$)												
		22/23	23/24	24/25	25/26	26/27	27/28	28/29	29/30	30/31	31/32	22-32 Total		
		Disbursed	Remainder	Projected Disbursement - 2022 SEP Update										
		Revenue for TVTDF Allocation (\$)												
		Revenue for TVTDF Allocation (\$)												
A-2b	SR 84 / I-580 Interchange - Phase 2	\$6,076,190	\$21,421,738	\$19,475,674	\$14,994,382	\$8,169,043	\$14,343,912	\$6,698,467	\$9,863,619	\$11,825,089	\$10,419,955	\$123,288,089		
A-9a	Crow Canyon Improvements Phase 1	\$22,469,002	\$13,981,855	\$6,057,276	\$2,042,094	\$5,064,310	\$973,440	\$6,628,993	\$7,024,183	\$21,944,751				
A-9b	Crow Canyon Improvements Phase 2	\$14,577,263	\$16,331,555	\$14,584,716	\$13,862,627	\$14,130,377	\$12,945,760	\$15,598,510	\$12,953,043	\$33,769,769	\$13,979,792	\$162,733,410		
A-10a	Vasco Road Safety Improvements Phase 1	\$2,915,453	\$3,266,311	\$2,916,943	\$2,772,525	\$2,826,075	\$2,589,152	\$3,119,702	\$2,590,609	\$6,763,954	\$2,795,958	\$32,546,682		
A-10b	Vasco Road Safety Improvements Phase 2	\$116,618	\$130,652	\$116,678	\$110,901	\$113,043	\$103,566	\$124,788	\$103,624	\$270,158	\$111,838	\$1,301,867		
B-1	Express Bus/Bus Rapid Transit (BRT) -Phase 2	\$28,545,192	\$35,403,594	\$25,532,950	\$17,036,476	\$13,233,353	\$15,317,352	\$13,327,460	\$16,887,902	\$33,769,840	\$33,016,746	\$128,884,861		
B-4	I-580/Vasco Road Interchange Modification				\$1,550,000							\$1,550,000		
B-5	I-580/Greenville Rd Interchange Modification				\$1,690,000							\$1,690,000		
B-8a	Camino Tassajara/Tassajara Rd Widening Project (Comita Costa County Segment)				\$2,820,000							\$2,820,000		
B-8b	Camino Tassajara/Tassajara Rd Widening Project (Dublin Segment)		\$1,450,000									\$1,450,000		
C-2	Norris Canyon Road Safety Improvement - Segment 1	\$538,561										\$538,561		
C-3	Dublin Boulevard - North Canyons Parkway Extension	\$2,650,000	\$16,039,300									\$16,039,300		
C-6	Sunol/680 Widening				\$800,000							\$800,000		
C-7b	I-680 Express Lanes - Hwy 84 to Alcosta (Northbound)			\$5,298,382	\$5,298,382	\$7,298,382	\$1,033,378					\$21,933,378		
C-8	Santa Rita/I-580 Interchange			\$3,432,438	\$2,288,292							\$5,720,730		
C-10	Innovate 680											\$2,287,629		
C-11a	Iron Horse Trail Bicycle-Pedestrian Overcrossing - Bollinger Canyon Road	\$2,287,629										\$2,287,629		
C-11c	Iron Horse Trail - Dublin	\$600,000										\$600,000		
C-11d	Iron Horse Trail - Livermore								\$2,698,530			\$2,698,530		
C-11e	Iron Horse Trail to Shadow Cliffs										\$164,866	\$164,866		
C-13	Fallon/El Charro Interchange					\$2,070,661	\$1,380,440					\$3,451,101		
C-14	Valley Link Rail (Phase 1)					\$5,165,089	\$5,165,089	\$5,165,089	\$5,165,089	\$5,165,089	\$5,165,089	\$25,825,445		

Note: Only Projects receiving funding within SEP 10-year horizon are shown.

B-4. I-580/VASCO ROAD INTERCHANGE MODIFICATION



TVTC PROJECT SPONSOR

City of Livermore

LEAD AGENCY

Caltrans

PROJECT DESCRIPTION (UPDATED SUMMER 2021)

Project B-4 is located at the I-580/Vasco Road interchange in Livermore. The project would modify the interchange by widening the

overcrossing to eight lanes and reconstructing the ramps to achieve a modified partial cloverleaf interchange design.

STATUS:

A PSR and programmatic environmental impact report (EIR) for right-of-way protection has been completed. Right-of-way acquisition is underway.

PHASING AND SCHEDULE:

A PSR and programmatic environmental impact report (EIR) for right-of-way protection has been completed. Right-of-way acquisition is underway.

COST ESTIMATE AND FUNDING SOURCES:

Cost (Millions)	\$85.65
Funding (Millions)	
Livermore TIF	\$67.66
Measure BB	\$1.38
TVTDF	\$8.57
Total Funding (Millions)	\$77.61
Total Funding Shortfall (Millions)	\$8.07

TRI-VALLEY TRANSPORTATION COUNCIL

Item 6c

Renee Morgan
TVTC Chair
Councilmember
Town of Danville
(925) 366-0716

To: Tri-Valley Transportation Council (TVTC)
From: TVTC Finance Subcommittee and Technical Advisory Committee (TAC)

David Haubert
TVTC Vice Chair
Supervisor District 1
Alameda County
(925) 551-6995

Date: October 21, 2024
Subject: APPROVE TVTC 2025 Board Meeting Schedule

Candace Andersen
Supervisor District 2
Contra Costa County
(925) 957-8860

January 16, 2025, at 4:00 pm – Finance Subcommittee Meeting, Danville Town Offices, Community Meeting Room, 500 La Gonda Way, Danville, CA 94526

Jean Josey
Councilmember
City of Dublin
(925) 833-2530

January 27, 2025, at 4:00 pm – Danville Town Offices, Community Meeting Room, 500 La Gonda Way, Danville, CA 94526

Brittini Kiick
Councilmember
City of Livermore
(925) 960-4019

March 20, 2025, at 4:00 pm – Finance Subcommittee Meeting, Danville Town Offices, Community Meeting Room, 500 La Gonda Way, Danville, CA 94526

Scott Perkins
Vice Mayor
City of San Ramon
(925) 973-2544

April 21, 2025, at 4:00 pm – Danville Town Offices, Community Meeting Room, 500 La Gonda Way, Danville, CA 94526

Julie Testa
Vice Mayor
City of Pleasanton
(925) 931-5001

July 21, 2025, at 4:00 pm – Danville Town Offices, Community Meeting Room, 500 La Gonda Way, Danville, CA 94526

October 20, 2025, at 4:00 pm – Danville Town Offices, Community Meeting Room, 500 La Gonda Way, Danville, CA 94526

****Finance subcommittee dates included for informational purposes and subject to member availability*

RECOMMENDATION

ADOPT the 2025 TVTC Board Meeting Calendar.

Item 6d

4:08 PM

10/03/24

Accrual Basis

Tri-Valley Transportation Council
Profit & Loss YTD Comparison

July 2024

	<u>Jul 24</u>	<u>Jul 24</u>
Income		
4050 · Investment Income	0.00	0.00
Total Income	0.00	0.00
Expense		
5090 · Insurance - Liability, D and O	379.94	379.94
5060 · Website Development	125.00	125.00
5030 · Legal Fees	212.50	212.50
5020 · Accounting Fees	256.00	256.00
Total Expense	973.44	973.44
Net Income	<u><u>-973.44</u></u>	<u><u>-973.44</u></u>

Tri-Valley Transportation Council
Profit & Loss YTD Comparison
August 2024

	<u>Aug 24</u>	<u>Jul - Aug 24</u>
Income		
4050 · Investment Income	0.00	0.00
Total Income	0.00	0.00
Expense		
5070 · Administrative Staff Support	20,000.00	20,000.00
5090 · Insurance - Liability, D and O	379.94	759.88
5060 · Website Development	125.00	250.00
5030 · Legal Fees	0.00	212.50
5020 · Accounting Fees	429.00	685.00
Total Expense	20,933.94	21,907.38
Net Income	<u><u>-20,933.94</u></u>	<u><u>-21,907.38</u></u>

Tri-Valley Transportation Council
Profit & Loss YTD Comparison
September 2024

	<u>Sep 24</u>	<u>Jul - Sep 24</u>
Income		
4050 · Investment Income	0.00	0.00
Total Income	0.00	0.00
Expense		
5070 · Administrative Staff Support	0.00	20,000.00
5090 · Insurance - Liability, D and O	379.85	1,139.73
5060 · Website Development	0.00	250.00
5030 · Legal Fees	0.00	212.50
5020 · Accounting Fees	0.00	685.00
Total Expense	379.85	22,287.23
Net Income	<u><u>-379.85</u></u>	<u><u>-22,287.23</u></u>



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SAN RAMON, CA 94583

[Tran Type Definitions](#)

Account Number: 40-07-023

July 2024 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Web Confirm Number	Authorized Caller	Amount
7/15/2024	7/12/2024	QRD	1755723	N/A	SYSTEM	207,472.85

Account Summary

Total Deposit:	207,472.85	Beginning Balance:	18,387,727.28
Total Withdrawal:	0.00	Ending Balance:	18,595,200.13



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SAN RAMON, CA 94583

[Tran Type Definitions](#)

Account Number: 40-07-023

August 2024 Statement

Account Summary

Total Deposit:	0.00	Beginning Balance:	18,595,200.13
Total Withdrawal:	0.00	Ending Balance:	18,595,200.13



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[Tran Type Definitions](#)

Account Number: 40-07-023

September 2024 Statement




Account Summary

Total Deposit:	0.00	Beginning Balance:	18,595,200.13
Total Withdrawal:	0.00	Ending Balance:	18,595,200.13

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Summary of Accounts

Account Type	Account Number	Ending Balance
PUBLIC CHECKING	XXXXXXXXX0415	\$647,999.63

PUBLIC CHECKING-XXXXXXXXX0415

Account Summary

Date	Description	Amount
06/29/2024	Beginning Balance	\$468,956.77
	2 Credit(s) This Period	\$179,286.86
	1 Debit(s) This Period	\$244.00
07/31/2024	Ending Balance	\$647,999.63

Deposits

Date	Description	Amount
07/16/2024	Bank by Mail Deposit	\$60,370.98
07/26/2024	Bank by Mail Deposit	\$118,915.88

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1. Tell us your name and account number.
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We will tell you the results within three (3) business days after completing our investigation. If we decide that there was no error, we will send you a written explanation. You may ask for copies of the documents that we used in our investigation.

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3. Check off deposits shown on the statement against those shown in your check register.
4. Complete the form below.
5. The final "balance" in the form below should agree with your check register balance. If it does not, read "HINTS FOR FINDING DIFFERENCES".

HINTS FOR FINDING DIFFERENCES

Recheck all additions and subtractions or corrections.

Verify the carryover balance from page to page in your check register.

Make sure you have subtracted the service or miscellaneous charge(s) from your check register balance.

HOW TO BALANCE YOUR ACCOUNTS

TRANSFER AMOUNT FROM PAGE ONE	\$	
ADD DEPOSITS MADE SINCE ENDING DATE ON STATEMENT		
SUBTOTAL	\$	
LIST CHECKS NOT CLEARED ON THIS STATEMENT OR PRIOR STATEMENTS		
TOTAL CHECKS NOT LISTED		
SUBTRACT TOTAL CHECKS NOT LISTED FROM SUBTOTAL ABOVE	BALANCE	\$



PUBLIC CHECKING-XXXXXXXX0415 (continued)

Checks Cleared

<u>Check Nbr</u>	<u>Date</u>	<u>Amount</u>
2757	07/25/2024	\$244.00

* Indicates skipped check number

Daily Balances

<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>
07/16/2024	\$529,327.75	07/25/2024	\$529,083.75	07/26/2024	\$647,999.63




Overdraft and Returned Item Fees

	Total for this period	Total year-to-date
Total Overdraft Fees	\$0.00	\$0.00
Total Returned Item Fees	\$0.00	\$0.00

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Summary of Accounts

Account Type	Account Number	Ending Balance
PUBLIC CHECKING	XXXXXXXXX0415	\$1,038,611.23

PUBLIC CHECKING - XXXXXXXXX0415

Account Summary

Date	Description	Amount
08/01/2024	Beginning Balance	\$647,999.63
	3 Credit(s) This Period	\$390,736.60
	1 Debit(s) This Period	\$125.00
08/30/2024	Ending Balance	\$1,038,611.23

Deposits

Date	Description	Amount
08/13/2024	Bank by Mail Deposit	\$268,746.57
08/16/2024	Bank by Mail Deposit	\$94,217.31
08/19/2024	Bank by Mail Deposit	\$27,772.72

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HOW TO BALANCE YOUR ACCOUNTS

TRANSFER AMOUNT FROM PAGE ONE	\$	
ADD DEPOSITS MADE SINCE ENDING DATE ON STATEMENT		
SUBTOTAL	\$	
LIST CHECKS NOT CLEARED ON THIS STATEMENT OR PRIOR STATEMENTS		
TOTAL CHECKS NOT LISTED		
SUBTRACT TOTAL CHECKS NOT LISTED FROM SUBTOTAL ABOVE	BALANCE	\$



PUBLIC CHECKING - XXXXXXXXX0415 (continued)

Checks Cleared

Check Nbr	Date	Amount
2758	08/02/2024	\$125.00

* Indicates skipped check number

Daily Balances

Date	Amount	Date	Amount
08/02/2024	\$647,874.63	08/16/2024	\$1,010,838.51
08/13/2024	\$916,621.20	08/19/2024	\$1,038,611.23




Overdraft and Returned Item Fees

	Total for this period	Total year-to-date
Total Overdraft Fees	\$0.00	\$0.00
Total Returned Item Fees	\$0.00	\$0.00

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Summary of Accounts

Account Type	Account Number	Ending Balance
PUBLIC CHECKING	XXXXXXXXX0415	\$1,017,769.69

PUBLIC CHECKING - XXXXXXXXX0415

Account Summary

Date	Description	Amount
08/31/2024	Beginning Balance	\$1,038,611.23
	1 Credit(s) This Period	\$4,142.46
	8 Debit(s) This Period	\$24,984.00
09/30/2024	Ending Balance	\$1,017,769.69

Deposits

Date	Description	Amount
09/30/2024	Bank by Mail Deposit	\$4,142.46

Checks Cleared

Check Nbr	Date	Amount	Check Nbr	Date	Amount	Check Nbr	Date	Amount
2759	09/05/2024	\$244.00	2760	09/06/2024	\$1,340.00	2761	09/05/2024	\$256.00

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ADD DEPOSITS MADE SINCE ENDING DATE ON STATEMENT		
SUBTOTAL	\$	
LIST CHECKS NOT CLEARED ON THIS STATEMENT OR PRIOR STATEMENTS		
TOTAL CHECKS NOT LISTED		
SUBTRACT TOTAL CHECKS NOT LISTED FROM SUBTOTAL ABOVE	BALANCE	\$



PUBLIC CHECKING - XXXXXXXX0415 (continued)
Checks Cleared (continued)

Check Nbr	Date	Amount	Check Nbr	Date	Amount	Check Nbr	Date	Amount
2762	09/10/2024	\$125.00	2764	09/25/2024	\$429.00	2766	09/20/2024	\$20,000.00
2763	09/09/2024	\$2,465.00	2765	09/25/2024	\$125.00			

* Indicates skipped check number

Daily Balances

Date	Amount	Date	Amount	Date	Amount
09/05/2024	\$1,038,111.23	09/10/2024	\$1,034,181.23	09/30/2024	\$1,017,769.69
09/06/2024	\$1,036,771.23	09/20/2024	\$1,014,181.23		
09/09/2024	\$1,034,306.23	09/25/2024	\$1,013,627.23		

Overdraft and Returned Item Fees

	Total for this period	Total year-to-date
Total Overdraft Fees	\$0.00	\$0.00
Total Returned Item Fees	\$0.00	\$0.00

Item 7

TRI-VALLEY TRANSPORTATION COUNCIL

Item 7a

Renee Morgan
TVTC Chair
Councilmember
Town of Danville
(925) 366-0716

David Haubert
TVTC Vice Chair
Supervisor District 1
Alameda County
(925) 551-6995

Candace Andersen
Supervisor District 2
Contra Costa County
(925) 957-8860

Jean Josey
Councilmember
City of Dublin
(925) 833-2530

Brittni Kiick
Councilmember
City of Livermore
(925) 960-4019

Scott Perkins
Vice Mayor
City of San Ramon
(925) 973-2544

Julie Testa
Vice Mayor
City of Pleasanton
(925) 931-5001

To: Tri-Valley Transportation Council (TVTC)

From: TVTC Technical Advisory Committee

Date: October 21, 2024

Subject: Accept Year End Checklist Template

BACKGROUND

TVTC Audit report for FY 2021-2022 identified a material weakness and recommended hiring accounting professionals with knowledge of generally accepted governmental accounting (GAAP) principles to maintain the general ledger and prepare the financial statements on both the modified accrual and full accrual bases of accounting. As such, on April 17, 2023, TVTC Board approved a contract for Accounting and Bookkeeping Services with Maze and Associates (now known as Krisch and Company) to address the deficiencies identified in the Audit.

DESCRIPTION

TVTC Audit report for FY 2021-2022 determined that the accounting software utilized by TVTC's consultant accountant did not have sufficient capabilities to prepare all government accounting reports in line with best practices and additional steps had to be taken to create those reports. The new accounting firm developed a check list (attachment A) to address these deficiencies. The attached checklist details year-end closing procedures Krisch and Company

will follow to bring the financial statements to meet accounting standards in accordance with GAAP. In addition, the accountant will take over, from the auditor, the task of preparing the financial statement draft to demonstrate TVTC's ability to prepare GAAP-based financial statements.

RECOMMENDATION

None

ATTACHMENTS

1. Year End Checklist

TVTC
Year-End Closing Checklist

<input type="checkbox"/> Task	Comment	Completed by	Date Completed	Journal Entry #
DO THIS FIRST				
Beginning Balance				
<input type="checkbox"/>	Ensure all prior year audit journal entries (AJE) have been recorded in GL	HOLD until Auditor issues prior year report		
<input type="checkbox"/>	Tie beginning net positions/fund balances to the ending net positions/fund balances shown on prior year audited financial statements	HOLD until Auditor issues prior year report		
Revenue from members				
<input type="checkbox"/>	Contact each member to collect information for (1) Fees collected in FY, (2) Interest generated, (3) Amount remitted to TVTC, and (4) Amount owned to TVTC. See Example Email to Send to Each Member for Year-End Closing in Section 4.1			
ASSETS				
Section 1.1 Cash and cash equivalents (accts 1300, 1000)				
<input type="checkbox"/>	Complete Bank Recon. June 30 ending balance per bank recon should tie to GL			
<input type="checkbox"/>	Complete LAIF investment Recon. June 30 ending balance per recon should tie to GL			
<input type="checkbox"/>	Reverse prior year LAIF market value adjustment in GL			
<input type="checkbox"/>	Record current year LAIF market value adjustment to GL			
<input type="checkbox"/>	Run a deposit detail report for the FY. Add columns to the report to identify each deposit by FY and member (see example in prior year's Deposit to Revenue Reconciliation worksheet). Current year total revenue and receivable should tie to Sections 1.4 and 4.1	Hold until Sections 1.4 and 4.1 are done		
Section 1.2 Interest receivable (acct 1100)				
<input type="checkbox"/>	Reverse prior year LAIF June interest receivable adjustment in GL			
<input type="checkbox"/>	Record current year LAIF June interest receivable adjustment to GL			
<input type="checkbox"/>	Reverse prior year interest receivable from members adjustment in GL			
<input type="checkbox"/>	Record current year interest receivable from member adjustment to GL, based on the Revenue Summary by Member worksheet in Section 4.1	Hold until we receive info from ALL members		
Section 1.3 Prepaid expenses (acct 1400)				
<input type="checkbox"/>	Review prior year prepaid balance. For the portion of prepaid expenses that is applicable to current year, book a JE to recognize it as current year expenses	For FY 23, only prepaid expense was insurance premium		
<input type="checkbox"/>	Review expenses paid during the fiscal year to determine if any of these expenses should be accrued as pre-paid at year-end			
<input type="checkbox"/>	Record current year prepaid expense adjustment to GL			
Section 1.4 Development fees receivable (acct 1200)				
<input type="checkbox"/>	Reverse prior year development receivable adjustment in GL	Hold until we receive info from ALL members		
<input type="checkbox"/>	Record current year development receivable adjustment to GL based on the Revenue Summary by Member worksheet in Section 4.1			
<input type="checkbox"/>	Complete the Receivable balance by member agency worksheet			
LIABILITIES				
Section 2.1 Accounts payable (acct 2000)				
<input type="checkbox"/>	Review disbursements made after year-end to determine if any of these expenses should be accrued as AP at year-end			
<input type="checkbox"/>	Reverse prior accounts payable adjustment in GL			
<input type="checkbox"/>	Record current year accounts payable adjustment to GL			
<input type="checkbox"/>	Complete the AP summary worksheet			
INCOME STATEMENT				
Section 4.1 Development fees and interest income from member agencies (accts 4000, 4051)				
<input type="checkbox"/>	Compile revenue information gathered from members and complete the Revenue Summary by Member worksheet	Hold until we receive Q4 info from ALL members		
OTHER ITEMS				
<input type="checkbox"/>				
<input type="checkbox"/>				
<input type="checkbox"/>				
<input type="checkbox"/>				
<input type="checkbox"/>				