



METROPOLITAN  
TRANSPORTATION  
COMMISSION

Bay Area Metro Center  
375 Beale Street, Suite 800  
San Francisco, CA 94105  
415.778.6700  
www.mtc.ca.gov

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*Andrew B. Fremier*  
Executive Director

*Alix Buckelman*  
Chief Deputy Executive Director

*Brad Paul*  
Deputy Executive Director,  
Local Government Services

**Jimmy Zhou**  
City of San Pablo  
1000 Gateway Ave  
San Pablo, CA 94806

Re: Allocation of TDA Funds in FY 2023-24

Dear Mr. Zhou:

On July 26, 2023, the Metropolitan Transportation Commission (MTC) approved allocation(s) of Transportation Development Act (TDA) funds to City of San Pablo for FY 2023-24 in the amount of \$90,000. The purpose for which these funds are allocated is described in Attachment A to MTC Executive Director Delegated Authority of July 26, 2023.

MTC's approval of your TDA claim and payment by the Contra Costa County Auditor/Controller are subject to such monies being on hand and available for disbursement. Further, payment is subject to the stipulation that such monies shall be expended only for the purpose(s) specified in the MTC Executive Director Delegated Authority of July 26, 2023, and to the allocation instruction(s) prepared in accordance with these documents.

Enclosed are allocation instruction(s) pertaining to your TDA allocation(s), which describe the projects, terms, conditions and payment schedules for allocation(s). If funds are reserved in the Local Transportation Fund (LTF), please submit to MTC invoice(s) or document(s) showing evidence of expenses incurred in order to obtain disbursement authorization.

Please be reminded that for each year you encumber expenses, you are required to submit a fiscal audit in accordance with Section 99245 of the Public Utilities Code (PUC). The audit for FY 2023-24 is due at MTC on or before December 31, 2024. Please refer to 21 Cal. Code of Regs. Sections 6664, 6666, and 6667 for a discussion of the compliance requirement and the tasks required for fulfillment of the compliance aspect of this audit.

All invoices are to be submitted to MTC Accounts Payable by August 31, 2026, in order for the funds to be drawn by September 30, 2026. Requests for capital disbursement and supporting documentation are to be sent to: MTC, Attn: Accounts Payable, 375 Beale Street, Suite 800, San Francisco, CA 94105 or to be emailed to: [acctpay@bayareametro.gov](mailto:acctpay@bayareametro.gov). Invoicing procedure can be found in TDA Article 3 Policies and Procedures at [mtc.ca.gov/tda3](http://mtc.ca.gov/tda3). If you have any questions, please contact Luis Garcia (415)778-6616, or by email at [lgarcia@bayareametro.gov](mailto:lgarcia@bayareametro.gov).

Very truly yours,

DocuSigned by:

*Suzanne Bode*  
Suzanne Bode  
Accounting Manager

SB/th  
cc: Luis Garcia, MTC  
Contra Costa County Auditor-Controller

To: Auditor  
County: CONTRA COSTA  
Date: 07/26/2023

Allocation Instruction # 24001022

Metropolitan Transportation Commission  
**ALLOCATION INSTRUCTION**

Fund TDA

Fiscal Year Ending 2023-24

**Claimant:**

SAN PABLO, CITY OF  
1000 GATEWAY AVENUE  
SAN PABLO, CA 94806

**Total Allocation: \$** 90,000.00

PUC: 99233.3, ARTICLE 3 -  
PEDESTRIAN & BICYCLE FACILITIES; CAPITAL  
PROJECT DESCRIPTION: SAFE ROUTES TO E/M  
DOWNER ELEM. SCHOOL PROJECT

APPOR: TDA-ART 3-CONTRA COSTA CO-CAP

90,000.00

DISBURSEMENT AUTHORIZATION:  
REIMBURSEMENT BASIS

\*ALL INVOICES NEED TO BE SUBMITTED  
TO MTC ACCOUNTS PAYABLE BY AUGUST  
31ST, 2026 IN ORDER FOR THE FUNDS  
TO BE DRAWN BY SEPTEMBER 30TH, 2026.

**Terms and Conditions:** Funds are reserved in the LTF for a period of  
year(s). Eligible costs must be incurred on or before June 30, 2026 . Funds not  
drawn by September 30, 2026, revert to the fund.

**MTC will issue disbursement authorization upon receipt of documentation substantiating  
actual expenditure or financial obligation for capital allocations. Fund expended pursuant  
to this allocation instruction must be included in SAN PABLO, CITY OF  
annual certified fiscal audit as required by PUC Section 99245.**



Authorizing Signature

July 2023

**MTC Executive Director Delegated Authority Action under MTC Resolution 3620  
FY 2023-24**

Staff have reviewed the attached requests and find them to be in compliance with applicable Transportation Development Act, State Transit Assistance, Bridge Toll, Feeder Bus, Regional Measure 2 and/or Regional Measure 3 requirements.

<b>Name:</b>	Luis Garcia	<small>DocuSigned by:</small> <i>Luis Garcia</i> <small>9A617232B58D4B2</small>	<b>Title: Program Manager</b>
<b>Name:</b>	Theresa Romell	<small>DocuSigned by:</small> <i>Theresa Romell</i> <small>8130F93A8762401</small>	<b>Title: Director, Funding Policy &amp; Programs</b>
<b>Name:</b>	Alix Bockelman	<small>DocuSigned by:</small> <i>Alix Bockelman</i> <small>9A45D856217844C</small>	<b>Title: Chief Deputy Executive Director, Policy</b>

I approve and authorize the allocation/rescission of funds as summarized below and detailed on Attachment A.

**Allocations**

Transportation Development Act	\$ 4,406,943
State Transit Assistance	\$ 2,659,173
Regional Measure 2	\$ -
Other Bridge Tolls	\$ -
State 5% Funds	\$ -
<b>Total Allocations</b>	<b>\$ 7,066,116</b>

**Recessions**

Transportation Development Act	\$ -
State Transit Assistance	\$ (941,751)
Regional Measure 2	\$ -
Other Bridge Tolls	\$ -
State 5% Funds	\$ -
<b>Total Recessions</b>	<b>\$ (941,751)</b>

**Name: Andrew Fremier** **Title: Executive Director**

**Signature:** DocuSigned by:  
*Andrew Fremier*  
8042A9D6DE64E9

**Date:** 8/1/2023

**FY 2023-24 Delegated Authority**Allocation and Rescission of Transportation Development Act, State Transit Assistance, Regional Measure 2,  
Bridge Toll and Feeder Bus Funds pursuant to MTC Resolution 3620

July 2023

Transportation Development Act - Allocation (001)			Approval	Apportionment/
Claimant	Description	Amount	Code Date	Notes
<b>5800 - PUC 99233.3 Pedestrian &amp; Bicycle Facilities - Capital</b>				
Concord	Sun Terrace School Crossing Enhancement	175,000	012 07/26/23	Contra Costa County
San Ramon	Rapid Flashing Beacon Upgrade	87,000	013 07/26/23	Contra Costa County
Pleasant Hill	Oakl Park Blvd Sidewalk Gap Closure	70,000	014 07/26/23	Contra Costa County
Clayton	Downtown Pedestrian Improvement Project	20,421	015 07/26/23	Contra Costa County
CC Health				
Services	Bicycle and Pedestrian Safety Education	40,000	016 07/26/23	Contra Costa County
Orinda	Moraga Way Pathway Project - Phase 3	150,000	017 07/26/23	Contra Costa County
Walnut Creek	Creekside Drive Crosswalk Improvements	80,000	018 07/26/23	Contra Costa County
Oakley	Lighting Systems at De Anza Trail Pedestrian Crossings	45,000	019 07/26/23	Contra Costa County
Danville	Tassajara/Sycamore Valley Rd Bicycle Safety Improvemc	80,000	020 07/26/23	Contra Costa County
Brentwood	Spruce Street Sidewalk	100,000	021 07/26/23	Contra Costa County
San Pablo	Safe Routes to E/M Downer Elem School Project	90,000	022 07/26/23	Contra Costa County
Lafayette	Pleasant Hill Road West Side Walkway	100,000	023 07/26/23	Contra Costa County
Contra Costa				
County	San Miguel Drive Pedestrian Path	120,000	024 07/26/23	Contra Costa County
Orinda	Camino Pablo Bicycle Route	40,737.24	025 07/26/23	Contra Costa County
	<b>Subtotal</b>	<b>1,198,158</b>		
<b>5802 - PUC 99260A Transit - Operations</b>				
Santa Rosa	Transit Operations	46,312	026 07/26/23	GGBHTD - Sonoma
Santa Rosa	Transit Operations	105,715	027 07/26/23	Sonoma County
Sonoma County				
Transit	Transit Operations	253,458	028 07/26/23	Petaluma
Santa Rosa	Transit Operations	1,000,000	029 07/26/23	Santa Rosa
ECCTA	Transit Operations	1,000,000	030 07/26/23	ECCTA
	<b>Subtotal</b>	<b>2,405,485</b>		
<b>5807 - PUC 99400C Transit - Operations</b>				
Sonoma County				
Transit	Transit Operations	50,692	031 07/26/23	Petaluma
	<b>Subtotal</b>	<b>50,692</b>		
<b>5813 - PUC 99400E Transit - Capital</b>				
Sonoma County				
Transit	Transit Capital	752,608	032 07/26/23	Sonoma County
	<b>Subtotal</b>	<b>752,608</b>		
	<b>Total</b>	<b>4,406,943</b>		
State Transit Assistance - Allocation (002)			Approval	Apportionment/
Claimant	Description	Amount	Code Date	Notes
<b>5820 - CCR 6730A Operations - Population-based MTC Coordination</b>				
MTC	Coordinated Plan	51,857.85	012 07/26/23	MTC
MTC	TAP Accessibility work plan	202,950	013 07/26/23	MTC
MTC	511 Transit	100,000	014 07/26/23	MTC
MTC	MTC Funding Staff	316,431	015 07/26/23	MTC—Staff
	<b>Subtotal</b>	<b>671,239</b>		
<b>5820 - CCR 6730A Operations - Revenue-based</b>				
Santa Rosa	Transit Operations	203,846	016 07/26/23	City of Santa Rosa
Sonoma County				
Transit	Transit Operations	283,960	017 07/26/23	Sonoma County Transit
	<b>Subtotal</b>	<b>487,806</b>		

**5821 - CCR 6730B Capital - County Block Grant**

Solano TA	West Texas/ I-80 Bus Stop Improvements	123,677	018	07/26/23	Solano County
Solano TA	Fairgrounds Dr. Interchange Improvements	818,074	019	07/26/23	Solano County
<b>Subtotal</b>		<b>941,751</b>			

**5822 - CCR 6731C Paratransit - Operations - Revenue-based**

SolTrans	Paratransit Operations	558,377	020	07/26/23	Solano County Transit
<b>Subtotal</b>		<b>558,377</b>			
<b>Total</b>		<b>2,659,173</b>			

**Allocations Grand Total 7,066,116**

<b>Rescission - State Transit Assistance</b>		<b>Approval</b>		<b>Allocation</b>
<b>Claimant</b>	<b>Description</b>	<b>Amount</b>	<b>Code</b>	<b>Date</b>
Solano TA	Fairgrounds Transit Facility	(123,677)		07/26/23
Solano TA	York St Complete Streets	(818,074)		07/26/23
<b>Total</b>		<b>(941,751)</b>		
<b>Rescissions Grand Total</b>		<b>(941,751)</b>		