

TRI-VALLEY TRANSPORTATION COUNCIL

Alameda County Public Works Agency
4825 Gleason Drive, Dublin, CA 94568

Scott Haggerty
TVTC Chair
Supervisor District 1
Alameda County
(510) 272-6691

To: Tri-Valley Transportation Council

From: TVTC Technical Advisory Committee

Date: June 19, 2014

Subject: Tri-Valley Transportation Council FY 14-15 Annual Budget

Candace Andersen
TVTC Vice Chair
Supervisor District 2
Contra Costa County
(925) 944-6492

BACKGROUND

The Tri-Valley Transportation Council (TVTC) Joint Exercise of Powers Agreement (JEPA) states that the TVTC prepare and adopt a budget for the TVTC's administrative functions (Section 5.b.iii.). The Administrator shall prepare the annual budget for review and approval by the Council. The TVTC Administrator shall prepare the annual report with input from the Treasurer and the TVTC Finance Committee. The annual budget includes an overview of the TVTC, background, outlook, operating budget, funding revenue, and accomplishments.

Doug Horner
Councilmember
Livermore
(925) 980-2655

The draft annual budget is presented to the TVTC for approval. Prior to the June 19, 2014 TVTC meeting, the TAC held two related meetings with the TVTC Finance Committee.

Jerry Pentin
Vice-Mayor
Pleasanton
(925) 931-5001

DISCUSSION

The annual budget revenues are based on the 1% of the Tri-Valley Transportation Development Fees set aside average annually over 10 years (\$42,500) for ongoing administrative costs; including administrative support; accounting services; audit services, legal services, treasurer oversight, insurance, basecamp, banking services and website annual maintenance. The TVTC FY 14/15 annual budget includes:

Tim Sbranti
Mayor
Dublin
(925) 833-6650

- Administrative staff support - \$20,000.
- Accounting Services - \$5,000.
- Audit Services - \$5,000 .

Newell Arnerich
Councilmember
Danville
(925) 314-3329

- Legal Services - \$7,000. It is the intent to select outside legal services for TVTC. In the interim, Alameda County General Counsel will serve until the TVTC approves a Legal Services contract.
 - Treasurer Oversight Services - \$1,200.
 - Insurance - \$5,000.
 - Basecamp - \$6,000.
 - Banking/Service Charges - \$600.
 - Website Annual Maintenance - \$1,500.

All costs will be reviewed and adjusted, if necessary on an annual basis.

The Tri-Valley Transportation Development Fees for Projects will cover the one-time cost of the Tri-Valley Nexus Study, the Strategic Expenditure Plan Update and the development of a TVTC website.

The previous Nexus Study and Strategic Expenditure Plan was funded in the same fashion.

RECOMMENDED ACTION

It is recommended that the Tri-Valley Transportation Council approve the FY 14-15 Annual Budget.

TRI-VALLEY TRANSPORTATION COUNCIL

PROPOSED FY 2014-15 BUDGET

REVENUES

Transportation Development Project Fees	\$	163,283
FY 14-15 Projected Administrative Fees	\$	42,517
Total Program Revenues:	\$	205,800

EXPENSES

Operating Expenditures

Administrative Support	\$	20,000
Accounting Services	\$	5,000
Audit Services	\$	5,000
Legal Services	\$	7,000
Treasurer Oversight	\$	1,200
Insurance	\$	5,000
Basecamp	\$	600
Banking/Service Charges	\$	500
Website Annual Maintenance	\$	1,500
Subtotal	\$	45,800

Miscellaneous Expense

Website Development	\$	10,000
Nexus Study/Strategic Expenditure Plan Update	\$	150,000
Subtotal	\$	160,000

Total Program Expenditures: \$ 205,800

**TRI-VALLEY TRANSPORTATION COUNCIL
RESOLUTION NO. 2015-02**

**ADOPTING THE TRI-VALLEY TRANSPORTATION COUNCIL
FISCAL YEAR 2014/2015 BUDGET**

WHEREAS, on October 18, 2013 the Tri-Valley Transportation Council ("TVTC"), consisting of the County of Alameda, the County of Contra Costa, the Town of Danville, the City of Dublin, the City of Livermore, the City of Pleasanton, and the City of San Ramon, entered into a Joint Exercise of Powers Agreement ("JEPA") effectively establishing TVTC as a separate public entity duly organized and existing under the Constitution and other laws of the State of California; and

WHEREAS, the JEPA establishes: 1) a framework for TVTC to enact a development fee necessary for implementation of transportation improvements; 2) funding goals for transportation improvements; 3) mechanisms for collecting, managing and disbursing development fees for implantation of transportation improvements; and 4) facilitation of cooperative regional planning efforts through adoption and implementation of regional transportation plans, the Strategic Expenditure Plan and fee program;

WHEREAS, the JEPA under section 5(b)(iii) authorizes TVTC to prepare and adopt a budget for TVTC's administrative functions; and

WHEREAS, the annual budget revenues are based on 1% of the TVTC development fees for ongoing administrative costs, including administrative support, accounting services, audit services, legal services, treasurer oversight, insurance, website services and baking services; and

WHEREAS, the proposed Fiscal Year 2014/2015 budget is \$205,800 and will be reviewed and adjusted, if necessary, prior to adoption of the next fiscal year budget; and

NOW THEREFORE BE IT RESOLVED THAT:

TVTC adopts the Fiscal Year 2014/2015 budget as recommended by the TVTC Technical Advisory Committee.

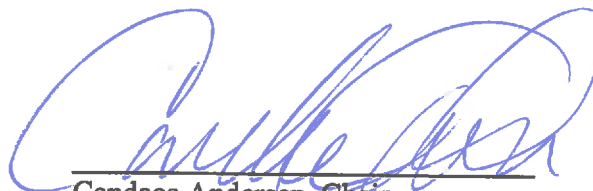
PASSED, APPROVED AND ADOPTED at the meeting of January 26, 2015 by the following votes:

AYES: 6

NOES: 0

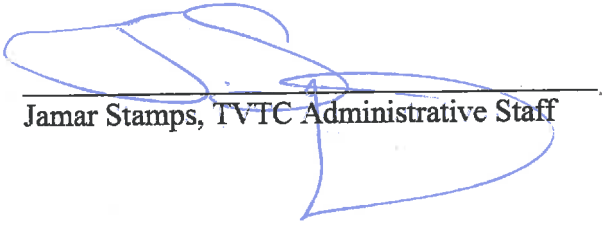
ABSENT: 1

ABSTAIN: 0



Candace Andersen, Chair
Tri-Valley Transportation Council

ATTEST:



Jamar Stamps, TVIC Administrative Staff