

**TRI-VALLEY TRANSPORTATION COUNCIL
RESOLUTION NO. 2020-01**

**A RESOLUTION ADOPTING THE TRI-VALLEY TRANSPORTATION COUNCIL
FISCAL YEAR 2020/2021 ADMINISTRATIVE 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, in 2015 the TVTC adopted Bylaws (Bylaws) that delineate the TVTC's right to adopt an annual budget for administrative costs, authorizes the budget to include costs for stipends, administration, general counsel, treasurer, auditor, and insurance, and approves other administrative expenses with specific signature authority; and

WHEREAS, the Bylaws do not specify a percentage or dollar amount for administrative costs, but state that the TVTC may not approve a deficit spending administrative budget nor make any unbudgeted expenditures; and

WHEREAS, the Bylaws state that the TVTC shall adopt a budget for administrative costs annually prior to July 1 of each year and that the TVTC may revise the budget from time to time within a fiscal year; and

WHEREAS, the Bylaws state that the adoption of an annual administrative budget, or any revisions, shall require a vote of a supermajority of five; and

WHEREAS, in January 2018, the TVTC adopted an Administrative Expenses policy to ensure sufficient annual funding for administrative and non-project specific expenses, in order to effectively carry out the purpose for which the fee is collected; and

WHEREAS, the Administrative Expenses Policy allows the TVTC to create and adopt an annual administrative budget per the TVTC Bylaws based on anticipated need, not

based on a specific percentage of anticipated or actual Tri-Valley Transportation Development Fee (TVTDF) revenue; and

WHEREAS, the Fiscal Year 2020/2021 administrative budget will be reviewed and adjusted, if necessary, prior to adoption of the next fiscal year budget; and

WHEREAS, TVTC annually reviews and approves the Treasurer's Financial Status Report showing cumulative revenues and disbursements.

NOW THEREFORE BE IT RESOLVED THAT:

The TVTC adopts the Fiscal Year 2020/2021 administrative budget as recommended by the TVTC Financial Subcommittee, attached hereto and incorporated herein as Exhibit A.

PASSED, APPROVED AND ADOPTED at the meeting of April 20, 2020, by the following votes:

AYES: Narum, Perkins, Josey, Munro, Americh, Haggerty, Andersen
NOES: None
ABSENT: None
ABSTAIN: None

DocuSigned by:
Kathy Narum
A100A06E2C3B409...

Kathy Narum, Chair
Tri-Valley Transportation Council

ATTEST:

DocuSigned by:
Cedric Novenario
93BA35DED734F4F1...

Cedric Novenario, TVTC Administrative Staff

EXHIBIT A
Tri-Valley Transportation Council Fiscal Year 2020/2021 Administrative Budget