

**TRI-VALLEY TRANSPORTATION COUNCIL
RESOLUTION NO. 2023-06**

**A RESOLUTION ADOPTING THE TRI-VALLEY TRANSPORTATION COUNCIL
REVISED FY 2022-2023 AND PROPOSED FY 2023-2024 ADMINISTRATIVE OPERATING
BUDGETS**

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 implementation of transportation improvements; and 4) facilitation of cooperative regional planning efforts through adoption and implementation of regional transportation action plans, the Strategic Expenditure Plan and fee program; and

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 includes costs for ongoing administrative functions, including administrative staff support, accounting services, audit services, legal services, treasurer oversight, insurance, website services, and banking services; and

WHEREAS, on April 18, 2022, TVTC Board approved the FY 2022-2023 budget of \$60,200; and

WHEREAS staff reviewed and identified the need for an additional budget of \$17,000, to cover additional anticipated costs in FY 22-23; and

WHEREAS, staff prepared the FY 2023-2024 budget, which includes \$71,200 for administrative costs and \$5,000 for special studies; and

WHEREAS, the TVTC Finance Subcommittee reviewed the revised FY 22-23 budget and the proposed FY 23-24 budget and recommend that the Board approve the budgets.

NOW THEREFORE BE IT RESOLVED THAT: TVTC adopts the revised FY 2022-2023 budget and the FY 2023-2024 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 17, 2023 by the following votes:

AYES: Arnerich, Josey, Anderson, Testa, Perkins

NOES:

ABSENT: Haubert, Kiick

ABSTAIN:

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Jean Josey, Chair
Tri-Valley Transportation Council

ATTEST:


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Sai Midididdi, TVTC Administrative Staff

Exhibit A to TVTC Resolution 2023-06 (Attachment 1)

TVTC's Revised FY 2022-2023 Budget + FY 2023-2024 Proposed Budget

Date: 4/13/2023

Expenses / Description	FY 2022-2023 Budget, approved as of April 18, 2022	FY 2022-2023 Remaining Budget as of April 1, 2023	FY 2022-2023 Operational Budget Mid Year Request	Revised Total FY 2022-2023 Budget	FY 2023-2024 Projected Budget
TVTC Administrator (a)	\$20,000	\$0		\$20,000	\$20,000
Accounting Services (b)	\$6,000	\$1,050	\$5,000	\$11,000	\$15,000
Audit Services (c)	\$4,000	(\$2,000)	\$2,000	\$6,000	\$6,000
Legal Services (d)	\$16,000	(\$4,960)	\$10,000	\$26,000	\$16,000
Treasurer Oversight (e)	\$1,200	\$1,200		\$1,200	\$1,200
Insurance (f)	\$6,000	\$3,379		\$6,000	\$6,000
Basecamp (San Ramon) (g)	\$0	\$0		\$0	\$0
Banking/Service Charges (h)	\$500	\$410		\$500	\$500
Website Monthly/Annual Maintenance (i)	\$1,500	\$76		\$1,500	\$1,500
Board Member Stipends (j)	\$5,000	\$900		\$5,000	\$5,000
Operating Budget Expenses Subtotal	\$60,200	\$55	\$17,000	\$77,200	\$71,200
Special Studies and Efforts (Non-Project Specific Admin Expenses)					
Development Fee Manual + Amendment to SEP (k)					\$5,000
GRAND TOTAL EXPENSES	\$60,200	\$55	\$17,000	\$77,200	\$76,200

Notes:

(a) TVTC Administration Annual Stipend (FY 22-23 and FY 23-24 City of Dublin)

(b) Franklin Management + Transition Service (by Maze and Associates if Board approves)

(c) Annual Audit/Cropper Accountancy

(d) General Counsel/Meyers Nave current shortfall+ additional meetings needed for Action Plan, Negotiations related to Conflict of Interest Code, Development Fee Manual, Accounting RFP Process, and Audit report support

(e) Treasurer/Danville staff

(f) General Liability+Crime Insurance/Alliant

(g) TVTC's webased project management collaboration tool (discontinue in FY 22/23)

(h) Mechanics Bank

(i) Tech Support and annual domain renewal/Planeteria Media

(j) Board member stipends for board and sub-committee meetings

(k) Wrapping up Development Fee Manual + SEP 2022 Amendment