



**DATE:** January 16, 2018

**TO:** Transportation Authority of Marin Citizens' Oversight Committee

**FROM:** Li Zhang, Chief Financial Officer

**SUBJECT:** Review and Acceptance of FY 2016-17 COC Annual Report (Action), Agenda Item No.4

---

**RECOMMENDATION:**

The Citizens' Oversight Committee reviews and accepts the FY 2016-17 Citizens' Oversight Committee Annual Report and authorizes the COC Chairperson to present it to the TAM Board for acceptance.

**BACKGROUND:**

In accordance with the requirements of the Measure A Half-cent Transportation Sales Tax Expenditure Plan and the Measure B \$10 Vehicle Registration Fee Expenditure Plan, The COC is required to develop an annual report and report to the Citizens of Marin any potential issues with the usage of the Measure A and Measure B revenues. The FY 2016-17 Annual Report was developed by the COC Annual Report Sub-committee and TAM staff, based on the results of TAM's FY 2016-17 financial audit and Measure A and Measure B project/program achievements.

COC is able to complete the development of the final draft FY 2016-17 Annual Report on a timely basis because of the dedication of the COC Annual Report Subcommittee, comprised of Vice-Chairperson Peter Pelham, Member Robert Burton, and Member Kevin Hagerty. Staff would also like to thank Member Kay Noguchi for her time and support during the report review process.

**DISCUSSION/ANALYSIS:**

The COC annual report has been a key outreach tool for TAM. COC will use the FY 2016-17 Annual Report to reach out to the communities and reassure the public that the Measure A half-cent cent transportation sales tax funds and the Measure B \$10 vehicle registration fee funds are being spent in accordance with the voter-approved Expenditure Plans. Below is the distribution plan for the 1,500 hard copies. The report will also be available on TAM's website and electrically distribute through various social media tools, such as Facebook, Twitter, Nextdoor, etc.

- Distribute the report to Libraries/City/Town/County Civic Center
- Distribute the report to active committees and partners in transportation including the following:
  1. TAM Technical Advisory Committee
  2. TAM Bicycle/Pedestrian Advisory Committee
  3. School Districts
  4. Business/Chambers of Commerce

5. Partner agencies including: Golden Gate Bridge, Highway and Transportation District, Marin Transit, and SMART
  6. Related agencies and advocacy groups: Health & Human Services, Paratransit Coordinating Council, the Marin Center for Independent Living, The Sierra Club, Marin Conservation League, Marin County Bicycle Coalition, etc.
- Distribute the report at various transportation-related public meetings.

**FISCAL CONSIDERATION:**

The budget amount needed for the production of the report is included in the Document Reproduction line item of the FY 2017-178 TAM Annual Budget. Total design cost of the report is \$2,500 and additional \$2,500 is set aside for the reproduction of the hard copies. A total of \$5,000 is reserved under the \$65,000 Document Reproduction Budget Line.

**NEXT STEPS:**

With the expected acceptance of the TAM Board, staff will finalized the FY 2016-17 COC Annual Report and release it to interest groups, local agencies, advocacy organizations and Marin residents in February.

**ATTACHMENTS:**

Draft FY 2016-17 COC Annual Report