



DATE: January 27, 2020

TO: Transportation Authority of Marin Citizens' Oversight Committee

FROM: Li Zhang, Deputy Executive Director/Chief Financial Officer

SUBJECT: Review and Approval of the Draft 2019 TAM/COC Annual Report (Action), Agenda Item No.8

RECOMMENDATION:

Staff recommends that the Citizens' Oversight Committee (COC) reviews the combined 2019 TAM and COC Annual Report and provides feedback.

Staff recommends that the COC also authorizes the Chairperson to work with the Annual Report Development Subcommittee and staff to finalize the report and present it to the TAM Board for acceptance at its February 27, 2020 meeting.

BACKGROUND/DISCUSSION:

In accordance with the requirements of both the original and renewed 1/2-Cent Transportation Sales Tax Expenditure Plans and the Measure B \$10 Vehicle Registration Fee (VRF) Expenditure Plan, the COC is required to develop an annual report and report to the citizens of Marin the results of the annual audits related to the usage of the local transportation sales tax and VRF revenues.

The Committee and staff committed to a redesign/overhaul of the annual report during the FY2017-18 COC Annual Report review process. The goal of the redesign is to ensure the new report not only meets the requirements of all expenditure plans and details TAM's progress in delivering local transportation sales tax projects/programs and VRF fee programs, but also provide an overview of progress in delivering projects/programs funded with other transportation revenues in Marin County.

A 5-member Annual Report Development Subcommittee was formed by the COC at its September 16, 2019 meeting, consisting of Members Allan Bortel, Charley Vogt, Joy Dahlgren, Kevin Hagerty and Zack Macdonald. The Subcommittee met in person twice in the past few months and has provided staff with valuable guidance and feedback on the design and content of the report.

Staff also wants to thank Alternate Kay Noguchi on her continuing review support during the report development process over the many years she has been serving on the Committee.

FISCAL CONSIDERATION:

Total design cost of the report is estimated to be \$5,500, and an additional \$6,000 is set aside for the reproduction of the hard copies. A total of \$11,500 is reserved under the \$45,000 Document Reproduction Budget Line.

NEXT STEPS:

With the approval of the COC, staff will work with the Chairperson and the Subcommittee to finalize the report and the Chairperson will present the final draft report to the TAM Board for acceptance at its February 27, 2020 meeting.

Staff will incorporate any comments from the TAM Board, finalize the 2019 TAM/COC Annual Report, and release it to interested groups, local agencies, advocacy organizations and Marin residents per the distribution plan approved at the September 16, 2019 COC meeting.