

AGENDA: January 5, 2004

TO: Regional Transportation Commission  
FROM: Linda Wilshusen, Executive Director  
REGARDING: Amendments to the FY03-04 Budget

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### RECOMMENDATIONS

The Budget and Administration/Personnel Committee and staff recommend that the Regional Transportation Commission:

1. Approve a resolution (Attachment 1) amending the FY03-04 Budget, as detailed in the staff report; and
  2. Approve a contribution of \$1,000 to AMBAG for the local share of its Central Coast Intelligent Transportation System (ITS) Coordinator grant.
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### DISCUSSION

The following amendments to the FY03-04 Budget are recommended by the Budget and Administration/Personnel Committee and staff. Replacement budget pages are enclosed separately (Attachment 2).

#### 1. MTC Administrative Services for FSP

The Metropolitan Transportation Commission (MTC SAFE) releases requests for proposals, prepares the contracts, provides billing oversight, maintains data and provides other administrative functions for the Santa Cruz County Freeway Service Patrol (FSP) program. The Santa Cruz County Regional Transportation Commission (SCCRTC) Service Authority for Freeway Emergencies (SAFE) reimburses MTC SAFE for its cost to provide the administrative assistance in accordance with a joint powers agreement. MTC SAFE traditionally submits one invoice for the entire fiscal year about half way through the next fiscal year. Sometimes MTC SAFE does not submit an invoice for its services. RTC staff recently received the MTC SAFE invoice for services provided during the FY02-03 fiscal year. The funds remaining in the budget line approved for these expenses were not carried over to this fiscal year; therefore, there are not sufficient funds to cover both last year's and this year's expenses. In addition, the amount for the last fiscal year was slightly higher than has

been budgeted per fiscal year. Staff recommends that \$3,200 be added to this budget line item to cover costs from fiscal year 02-03. The funds come from SAFE Reserves.

## 2. Environmental Review of the RTP

In September, the Commission the SCCRTC participating in a coordinated update of the Santa Cruz County Regional Transportation Plan (RTP) and the Association of Monterey Bay Area Governments' three-county Metropolitan Transportation Plan (MTP) including developing a single environmental document for the tri-county region. Other participants are AMBAG, the Transportation Agency for Monterey County (TAMC) and San Benito Council of Governments (COG). The Budget and Administration/Personnel Committee and the Commission included its one-quarter share of the RTP EIR, \$22,000, in the October amendment to the FY03=04 budget. Since that time, San Benito COG has decided to do an independent EIR. To continue working with AMBAG and TAMC on the coordinated environmental review, an additional \$8,000 is needed from each agency. Even with this addition, the strategy of working with our regional RTPA and MPO partners will save the Commission money. The proposed amendment includes the additional funds, charged to Commission Reserves.

## 3. Environmental Review of the Sales Tax Ballot Measure Expenditure Plan

In response to County Counsel's opinion that the Sales Tax Ballot Measure Expenditure Plan needs to undergo environmental review, the RTC Expenditure Plan Subcommittee and the Commission have approved a plan to piggyback on the completed EIR for the 2001 RTP to conduct the environmental review for the Expenditure Plan. The environmental review document will be either an addendum to the 2001 RTP EIR, at an estimated cost of \$5,000, or a Supplemental EIR at an estimated cost of \$50,000, depending on whether or not all Expenditure Plan projects were included in the 2001 RTP. At this time, the Budget and Administration/Personnel Committee and staff recommend including \$5,000 in the FY03-04 budget. If at a later date the RTC determines that a Supplemental EIR is needed, the additional funds will need to be budgeted.

## 4. Environmental Review of Recreational Rail Service

At its December meeting, the RTC authorized an additional expenditure of \$6,000 for either visual simulations of the proposed rail vehicles at the proposed siding locations in Capitola and Seascape, or to underwrite a demonstration rail diesel car (RDC) visit to Santa Cruz County. At this time, staff is investigating the possibility of bringing a RDC here from Oregon, but the cost and timing are not yet known. The proposed budget amendment sets aside an additional \$6,000 for this EIR process for one or the other of these purposes.

## 5. AMBAG Request for Contribution to ITS Grant

The attached letter is a request from the Executive Director of AMBAG for the RTC to contribute \$10,000 towards the local share for a Caltrans grant to AMBAG for a Central Coast Intelligent Transportation System (ITS) Coordinator (Attachment 3). The RTC did not initially support the grant application because our county is far ahead of the other central coast counties in our ITS systems coordinated with the San Francisco Bay Area. Due to severe budget constraints and the RTC's minimal need for this assistance, the Budget and Administration/Personnel Committee and staff recommend a nominal contribution of \$1,000.

### State of Commission Reserves

As a result of the October budget amendment, the fund balance available in the Commission Reserve account for general use was \$45,000, \$94,000 less than the level recommended by the Auditor-Controller. Items 2, 3 and 4 above further decrease the fund balance by \$14,000. If the higher level environmental review of the Expenditure Plan is needed, Commission Reserves will be completely exhausted and the budget will need to be amended to either draw additional Transportation Development Act (TDA) funds or reduce expenditures for other line items.

### SUMMARY

The proposed budget amendment includes the allocation of reserve funds to four line items for necessary expenses. The balance in the Commission Reserve account is reduced by these actions, leaving the account even lower than before.

Attachment 1: Resolution

Attachment 2: Amended budget pages (enclosed separately)

Attachment 3: Request from AMBAG for Contribution to ITS Grant