

AGENDA: January 22, 2004

TO: SCCRTC – Transportation Policy Workshop
FROM: Linda Wilshusen, Executive Director
RE: Financial and Transportation Development Act Fund Recipient Audits

RECOMMENDATIONS:

Staff recommends that the Regional Transportation Commission:

Accept the attached financial information from Community Bridges, the Santa Cruz Metropolitan Transit District, and the City of Santa Cruz on behalf of Transportation Development Act claimants the Volunteer Center and Community Bridges (enclosed separately for Commissioners).

BACKGROUND

At the January RTC meeting, the SCCRTC approved Commissioner Wormhoudt’s request to hold a public hearing on paratransit issues and potential solutions. The public hearing is scheduled for February 5 at 4:00 pm in the County Board of Supervisors Chambers on the 5th floor of the County Government Center at 501 Ocean Street.

During discussion for that item, Commissioner Keogh distributed a letter (Attachment 1) requesting that financial audits for two of the agencies receiving Transportation Development Act (TDA) funds -- the Santa Cruz Metropolitan Transit District and Community Bridges – be performed prior to scheduling the paratransit public hearing. Commission staff agreed to bring the most current TDA/financial audits to the January Transportation Policy Workshop for your information.

DISCUSSION

The Santa Cruz Metropolitan Transit District and Community Bridges are audited annually by independent auditors. The most recent audits, for the prior fiscal year, are attached. For the current fiscal year, TDA claims approved by the Commission are attached.

Independent Audits

The City of Santa Cruz, acting as the claimant for TDA recipients Community Bridges and the Volunteer Center, undergoes an annual fiscal audit paid for by the RTC (Attachment 2). The Independent Auditor’s Report found the financial statements to be fairly presented and in conformity with generally acceptable accounting principals

An independent auditor's report was prepared by a different firm for the entire Community Bridges operation. Community Bridges forwards this audit to the Commission for your information (Attachment 3). This audit also resulted in a clean opinion.

The Area Agency on Aging (AAA) is developing an annual monitoring report of Community Bridges' operational effectiveness, use of AAA funds, and financial conformity with accounting practices. Printed materials should be available in the next couple of months. Staff will forward the results of this monitoring report to the Commission.

An independent financial audit for the Santa Cruz Metropolitan Transit District, including TDA funds, was completed on June 2003 and is attached (Attachment 4). This audit also found the Transit District to be in conformity with generally accepted accounting procedures.

TDA Claims by Agencies

The Santa Cruz County Regional Transportation Commission annually reviews the claims for TDA funds from the Santa Cruz Metropolitan Transit District and from the City of Santa Cruz which acts as the claimant for Community Bridges and the Volunteer Center. The City of Santa Cruz/Community Bridges claim was approved by the RTC in May 2003 and the Transit District claim was approved at the April 2003 meeting. Based on lower than projected TDA revenues, revised TDA claims were approved by the RTC in December 2003. Copies of the claims, which include financial information based on the revised TDA projections for the current fiscal year, are attached (Attachments 5 and 6).

SUMMARY

In response to Commissioner Keogh's request for Transportation Development Act audits for the Santa Cruz Metropolitan Transit District and Community Bridges, staff has assembled recent audits and TDA claims.

Attachments:

1. Letter from Commissioner Keogh dated 1/6/04

The following are enclosed separately for Commissioners:

2. Financial Audits for the City of Santa Cruz for transit purposes
3. Independent Auditor's Report for Community Bridge for FY 2002-03
4. Independent Auditor's Report for SCMTD for FY 2002-03
5. TDA Claim from the City of Santa Cruz on behalf of Community Bridges
6. TDA Claim from the Santa Cruz Metropolitan Transit District

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