

Budget and Administration/Personnel Committee

MINUTES

Thursday, April 22, 2004

2:00 pm

SCCRTC Conference Room
Commission Office
1523 Pacific Avenue
Santa Cruz, CA 95060

ATTENDEES:

Members: Commissioner Jan Beautz
Commissioner Mike Keogh
Commission Alternate Andy Schiffrin
Commission Alternate Edenilson Quintanilla

Staff: Pat Dellin, SCCRTC staff
Daniel Nikuna, SCCRTC staff
Cory Irimes, SCCRTC staff

Others: Les White, SCMTD
Celia Barry, Community Traffic Safety Coalition
Sandra Coley, Pajaro Valley Transportation Management Association
Gine Johnson, Ecology Action
Piet Canin, Bike to Work
Lexie Rhodes
Laura Barrios
Chelsea Herrick

1. Introductions

Introductions were made.
2. Additions/Changes to Agenda - None
3. Oral Communications - None
4. Approve Minutes of March 17, 2004 Meeting – approved unanimously (Beautz/Quintanilla).

5. Accept Information Items
 - a. Final County Overhead Charge for FY04-05
 - b. Insurance Coverage for the SCCRTC

Regarding insurance coverage, staff agreed to look into options to decrease the deductibles. Commissioner Beautz moved to accept the information items. Commission Alternate Quintanilla seconded and the motion passed unanimously.

6. Approve Staff Recommendations Regarding FY04-05 Sponsorships

Commission Alternate Quintanilla moved to approve the staff recommendations that the Budget and Administration/Personnel Committee:

1. Accept the attached letter from the Monte Foundation requesting sponsorship of the Fireworks Fundraiser; and
2. Direct staff to send a letter to three of the four current year sponsorship recipients that no sponsorship funds are available next fiscal year due to state and local budget constraints.

Commissioner Beautz seconded and the motion passed unanimously.

7. Accept Further Information Regarding TDA Funds for Allocation and Approve Staff Recommendations Regarding Amendment to TDA Allocation Schedule and Other Amendments to the FY04-05 RTC Budget

Deputy Director Pat Dellin gave the staff report, noting the recommendations that the Budget and Administration/Personnel Committee:

1. Review the attached further information on TDA funds;
2. Recommend to the RTC that the remaining available CMAQ funds for the Don't Drive 1 in 5 Program, \$75,000, be reprogrammed to the Bike to Work and Community Traffic Safety Coalition Safety Programs in FY04-05, thereby freeing an equal amount of TDA funds for allocation;
3. Recommend that the RTC amend the FY 04-05 RTC budget consistent with the above, and allocate the freed-up \$75,000 in TDA funds as a special allocation to SCMTD;
4. Communicate with SCMTD about the option to claim up to a total of \$85,000 more TDA funds in the first and/or second quarters of FY04-05 while keeping the total claim consistent with the final adopted TDA allocation schedule;
5. Recommend that the RTC approve a FY04-05 TDA claim from SCMTD for \$5,413,251 (\$5,338,251 regular allocation plus \$75,000 special allocation) with the option to front load receipt of funds in the first two quarters consistent with recommendation #4 above;

6. Reiterate to SCMTD that the Commission can and will not approve a claim higher than its TDA allocation approved in the most recent budget;
7. Forward to the Commission the information from the last two meetings on the history of TDA revenues, allocations, and projections and on options to potentially free-up more TDA funds for allocation in the future; and
8. Direct staff to return to the Budget and Administration/Personnel Committee in September with updated information on the status of revenues and reserve funds, and recommendations regarding amendment to the budget and the TDA allocation schedule.

The Committee and attendees discussed SCMTD's need for more TDA funds than were approved by the RTC in March. The Commission also discussed whether the state's TDA regulations prohibit a TDA claimant from submitting a claim for an amount higher than the TDA allocation. It was decided that staff should continue to ask the state for a written opinion. It was noted that the Budget and Administration/Personnel Committee will be considering the Commission's Rules and Regulations at a meeting in the near future. It was also noted that SCMTD's request for a higher allocation had been effectively communicated to the RTC, the Committee and RTC staff.

SCMTD's General Manager, Les White, stated that he was satisfied with staff's recommended proposal for a special allocation and front-loading of receipt of TDA funds.

The Committee discussed the prospect that Santa Cruz County would no longer receive Congestion Mitigation and Air Quality (CMAQ) funds next year due to changes in air quality regulations. Staff noted that they were working with Congressman Farr and our fellow regional agencies to continue CMAQ funding, but that the prospects were bleak. Commission Alternate suggested a meeting with Congressman Farr's staff.

Piet Canin of Bike to Work and Celia Barry of the Community Traffic Safety Coalition noted that they accepted receiving CMAQ funds instead of TDA funds this year, but hoped that this action would not decrease RTC support in future years. Virginia Johnson and Sandra Colley noted that the programs of the two Transportation Management Associations were important and should continue.

After discussion, Commissioner Beautz moved and Commission Alternate Quintanilla seconded approval of the staff recommendations, with the additions that staff seek a legal opinion of whether a TDA claimant can submit a claim for an amount higher than its TDA allocation, that staff be directed to work with SCMTD on language to communicate its expectations for TDA funds for next fiscal year, and that staff be directed to work with Commissioners and community members to meet with Congressman Farr about securing the continuation of CMAQ funds for Santa Cruz County. The motion passed unanimously.

8. Approve Addendum to the Lease Agreement for SCCRTC Offices Extending the Lease Term Five Years

Staff indicated that the draft addendum had been given to the landlord for his review, but that he had not yet responded. Subsequent review by County Counsel and County Real Property will occur.

Commissioner Beautz moved to continue the item to the next meeting. Commission Alternate Quintanilla seconded and the motion passed unanimously.

9. Adjournment – Set Next Meeting Date:

The next meeting was set for Wednesday, May 19th at 9:00 a.m.

The meeting adjourned at 3:50 p.m.

Respectfully submitted _____
Pat Dellin, Staff