

Budget and Administration/Personnel Committee

***Draft* MINUTES**
Monday, February 13, 2006
2:00 pm

Board of Supervisors Conference Room
701 Ocean Street, Santa Cruz, CA 95060

Attendees: Members: Commissioner Jan Beautz
Commission Alternate Dale Skillicorn
Commission Alternate Andy Schiffrin
Commission Alternate Gustavo Gonzalez
Commissioner Ellen Pirie

Others: Ellen Aldridge, RTC Consultant
Ligi Leong, CAO's Office
Les White, SCMTD General Manager

RTC Staff: Pat Dellin, RTC staff
Tegan Speiser, RTC staff
Rachel Moriconi, RTC staff
Daniel Nikuna, RTC staff

The meeting was called to order at 2:03 pm by Committee Chair Schiffrin.

1. Introductions – Self-introductions were made
2. Additions/Changes to Agenda – Ms. Dellin reported that there was no business to conduct on Item 10 regarding the Executive Director recruitment and therefore a closed session was not needed at today's meeting.
3. Oral Communications – None

CONSENT AGENDA

Commissioner Pirie requested that item 7 on Trail Planning be moved to the regular agenda.

The consent agenda was unanimously approved as amended (Beautz/Pirie) with Commissioners Skillicorn and Gonzalez abstaining from approval of the January 12th meeting minutes.

4. Approve Minutes of January 12 and January 27, 2005 meetings.
5. Approve Staff Recommendations Regarding Revised Formula and Allocation of Federal Planning (PL) Fund Allocation
6. Approve Staff Recommendations Regarding Surface Transportation Program Exchange (RSTPX) Advance Delivery Policy

REGULAR AGENDA**7. Approve Staff Recommendations Regarding Trail Planning (Item for Information Only)**

Commissioner Pirie expressed concern that starting work on the trail project might cause delays on the autonomy project. Also, she wanted to ensure that the RTC is fully established as an independent organization if/when the Commission takes ownership of the rail right of way. Commissioner Beautz concurred.

Commissioners agreed that it would be helpful to have a staff report in the next few months that provided a complete picture of all of the coastal trail network projects along with a summary of project funding that has been secured to date. Commission Alternate Skillicorn asked that the report include Monterey County's efforts to develop a coastal trail in their community and how Santa Cruz might link up with their system. Ms. Dellin reported that while the Commission staff workload is very heavy for the next few months while the Transportation Funding Task Force and the Highway 1-17 merge lanes public information campaign are gearing up, there may be a lull before the rail line acquisition is complete where work on developing an RFP for a Trail Master Plan could begin.

8. Accept Staff Recommendations on Establishing the RTC as an Autonomous Governmental Entity

The staff recommendations regarding establishing the RTC as an autonomous governmental entity were unanimously approved as amended (Pirie/Beautz) including accepting the staff report on the RTC Autonomy Project and directing staff to return to the March 9th meeting of the Budget and Administration/Personnel Committee with an updated timeline, work plan and status report on costs related to RTC autonomy.

Ms. Dellin reported that the RTC cannot make the July 1st target date for autonomy and that staff will return to the next Committee meeting with a recommendation for a revised target date to be the end of 1st or 2nd quarter of FY06-07 and a revised timeline and work plan that reflects this change. Further considerations regarding the timing of the rail acquisition and autonomy were discussed. In light of the priorities expressed by some Commissioners that RTC autonomy be complete by the time the rail line is acquired, Ms. Dellin indicated that staff would work towards achieving autonomy by the earlier target date of October 1st.

Ms. Dellin reported that a very productive first meeting was held with employee bargaining units to explain the RTC autonomy project and request an opportunity to seek informal input from employees on human resource policies that are now in an internal administrative draft stage. The unions were asked to respond to this request by February 17th.

RTC staff remains in touch with CalPERS on a weekly basis regarding the status of our actuarial valuation study. Results are now expected the first week in March. The RTC application has been bumped up to a supervisor for review and action.

Ms. Leong suggested that in revising the timeline and work plan the RTC should not delay all tasks and might want to consider reducing delays by adopting the County's policies until the RTC can establish its own. She requested an updated cost report on how much has been spent on autonomy tasks compared to the budget established for this purpose.

Ms. Dellin said that an update on costs would be brought to the next committee meeting. She added that staff made progress on many of the autonomy tasks especially developing policies, but has been unable to share the results of this work until the steps involving the labor relations and bargaining unit participation had been worked out. Ms. Aldridge said that in her experience she didn't see the delay in timelines as causing an increase in costs. Potential impacts of delaying RTC autonomy on negotiating a contract with the successful Executive Director candidate were briefly discussed.

9. Approve staff recommendations regarding proposed FY06-07 Budget and Work Program

The staff recommendations were unanimously approved (Pirie/Beautz) regarding the proposed FY06-07 budget and work program, as amended, including: 1) that the Budget and Administration/Personnel Committee review and recommend that the RTC approve the proposed FY06-07 budget and work program; 2) if additional funds for the RTC's operating budget are realized at a later date, consider assigning them in a future budget amendment to rebuild the Commission Reserves, to fund the underfunded portions of the Transportation Funding Task Force project (if the RTC decides to continue it to the second round of meetings), and/or to fund a full year of a Sacramento Assistant; and 3) direct staff to pursue an AB3090 grant for a hybrid sedan for use on RTC business and as a replacement to the RTC's van which is no longer needed for traffic monitoring purposes.

Amendments included:

Percentage increase in TDA funds – The increase is 4.3% (not 2.59% as reported in the staff report.)

Trail Planning – Expand notes to clarify that this work element includes the Master Plan, environmental documents, preliminary design and engineering. Any unused funds would be available for construction.

Fund Balance – Add a Rideshare column and move the multi-year CMAQ funding for Rideshare from the Commission Fund column to the Rideshare column to better reflect the true status of the Commission Fund.

TDA Balances Page – Delete this page until it is needed for the October Budget Amendment as identical data can be found on page 9-14.

Ms. Dellin provided an overview of the budget and work program and highlighted items from the staff report. In response to Commissioner questions, staff clarified where various elements of the work program are located in the budget including RTC autonomy, the Transportation Funding Task Force, and trail planning.

Commissioner Pirie noted that no funding is included in this budget for the TMAs and asked if this would cause them to go out of business. CMAQ funds, once an important source of funding for the TMAs, have been eliminated, a fact the TMAs have been aware of for some time. The TMA's services, employer based membership, subsidies, and programs were all discussed. Staff reported they would be meeting with the TMA's on February 14th to discuss funding issues.

10. Executive Director – This item was removed from the agenda and therefore no closed session was held.

11. Adjournment – The meeting was adjourned at 3:30pm.

Next Meeting Times – The Budget and Administration/Personnel Committee will meet at 3pm on these Thursdays:

- ▶ Thursday, March 9, CAO Conference Room, 701 Ocean St, Santa Cruz
- ▶ Thursday, April 13, CAO Conference Room, 701 Ocean St, Santa Cruz

Respectfully submitted,

Tegan Speiser, Staff

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