



**Santa Cruz County Regional  
Transportation Commission  
Budget and Administration/Personnel  
Committee**

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**MINUTES**

**Thursday, September 19, 2013  
3:00 pm**

Santa Cruz County CAO's Conference Room  
701 Ocean St., Santa Cruz

The meeting was called to order by Chair Schiffrin at 3:02 pm

Members Present

Commissioner John Leopold	Commissioner Alternate Patrick Mulhearn
Commissioner Greg Caput	Commissioner Alternate Andy Schiffrin
Commissioner Eduardo Montesino	Commissioner Alternate Virginia Johnson

RTC Staff

George Dondero  
Luis Mendez  
Yesenia Parra  
Daniel Nikuna

1. Introductions-Self introductions were made
2. Additions or changes to consent and regular agenda

Executive Director George Dondero distributed a letter from Santa Cruz METRO Board Chair Daniel Dodge regarding funding for Santa Cruz METRO's experimental service to the La Posada Facility.

3. Oral communications-None

**CONSENT AGENDA**  
(Johnson, Mulhearn)

4. Approved minutes of the June 13, 2013 meeting
5. Accepted fourth quarter FY12-13 warrants and credit card reports

6. Accepted TDA report

### REGULAR AGENDA

7. Proposed Amendments to the Fiscal Year (FY) 2013-14 Budget and Work Program

Deputy Director Luis Mendez noted carryovers and some budgetary increases to include: upgrading of computer software; new phone system server needs; purchasing of ergonomic equipment; producing the RTC annual report; savings from a new contract for call box cellular service; funds from a secured transit planning grant; slight increases for health benefits and changes in dependant coverage; funds for vegetation and graffiti abatement for rail line and staffing increase by 0.25 FTE. He noted that the budget does not include a proposed increase for a 0.25 FTE for the Bicycle Committee work. He also reviewed other revenues included in the budget. \$215,000 from a grant for passenger rail service planning and carry over revenues not expended in FY 12-13. He also noted the expiration of a \$165,000 New Freedom grant.

Mr. Mendez said that Transportation Development Act (TDA) funds received in FY12-13 were higher than estimated by \$527,611. However, from these additional funds, the RTC had to fill in the gap of \$114,411 for the shortfall from the Federal Highway Administration (FHWA) Planning (PL) funds that AMBAG would not be allocating to the RTC and an additional \$57,500 contribution to AMBAG's environmental document for the 2014 regional transportation plan, leaving a TDA balance of \$355,700. He said the FY13-14 budget proposes distributing the TDA balance by allocating \$88,371 to meet the 8% TDA reserve target, \$150,00 to the RTC's operating reserve, and distributing \$163,491 to TDA recipients.

**David Casterson**, Bicycle Committee Chair and Sierra Club President-expressed his disappointment about not allocating 0.25 FTE to the Bicycle Committee. He said the committee represents each district and includes an incredible amount of knowledge. He said that the amount of items and the expertise needed on these items requires monthly meetings. He also talked about the importance of continuing to focus on transportation projects that will reduce green house gases. He urged the Commission to allocate funding to complete the Monterey Bay Sanctuary Scenic Trail before the 20 years projected.

Commissioners encouraged Mr. Casterson to bring more information on what a 0.25 FTE would allow the Bicycle Committee to accomplish other than adding a committee meeting every month.

**Less White**, SCMTD General Manager said that building the RTC reserve would affect TDA recipient funding. However, METRO has been supportive

and wants to ensure that the Commission does make funding transit service a priority.

Commissioners discussed the loss of funds from the New Freedom grant; the need for the RTC to budget funds annually to cover the FHWA Planning funds short fall; the role of the RTC on vegetation and graffiti removal on the rail right of way; the RTC restricted reserve allocation given new RTC roles.

Commissioners directed staff to bring a report outlining the circumstances which lead to losing the New Freedom grant funds to a future meeting.

Commissioner Leopold moved and Commissioner Montesino seconded the staff recommendations to:

1. Recommend that the RTC approve the proposed amended FY13-14 budget and work program with a correction to the planning expenditures page to include the \$7,500 for complete streets plan consulting services from the previous page.
2. Authorize the Executive Director to adjust the Transportation Development Act (TDA) and State Transit Assistance (STA) revenue payments to recipients consistent with the amended FY 13-14 RTC budget.

Motion passed unanimously.

8. Review of Items to be Discussed in Closed Session

Chair, Schiffrin said that staff would be discussing the lease renewal of the 1523 Pacific Ave office. Meeting adjourned to closed session at 4:11 pm.

**CLOSED SESSION**

9. Conference with Real Property Negotiators Pursuant to Government Code Section 54956.8. Property: 1523 Pacific Ave., Santa Cruz, CA 95060

Agency Negotiator: George Dondero, Luis Mendez, Yesenia Parra

Negotiation Parties: Louis Rittenhouse

Under Negotiation: Lease Price and Terms

10. Adjournment-The meeting adjourned closed session at 4:18 pm. There was no report from closed session. Meeting adjourned at 4:19 pm.

The next Budget and Administration/Personnel Committee meeting is scheduled for Thursday, November 14, 2013 at 3:00 p.m. in the RTC conference room, 1523 Pacific Ave, Santa Cruz, CA

Minutes Respectfully Submitted by:

Yesenia Parra  
Administrative Services Officer

ATTENDEES

David Casterson	RTC Bicycle Committee Chair and Sierra Club President
Less White	METRO General Manager