



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

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**MINUTES**

**Thursday, February 11, 2010  
3:30 pm**

**PLEASE NOTE LOCATION THIS MONTH**

CAO Conference Room, 5<sup>th</sup> floor  
701 Ocean Street, Santa Cruz

Attendees: Members: Commissioner Alternate Donna Ziel  
Commissioner Antonio Rivas  
Commissioner John Leopold  
Commissioner Alternate Andy Schiffrin  
Commissioner Ellen Pirie

RTC Staff: George Dondero, RTC staff  
Yesenia Parra, RTC staff  
Luis Mendez, RTC staff  
Daniel Nikuna, RTC staff  
Grace Blakeslee, RTC staff

1. Introductions –Self introductions were made
2. Additions or changes to consent and regular agenda  
  
Deputy Director Luis Mendez distributed replacements for pages for 9-10 and 10-20.
3. Oral communications - None

**CONSENT AGENDA**

4. Approved the December 10, 2009 meeting minutes

5. Accepted monthly TDA revenue report
6. Accepted first and second quarter FY 09-10 quarterly warrants reports and monthly credit card reports

### **REGULAR AGENDA**

7. Payroll services for RTC staff

Yesenia Parra, Administrative Services Officer presented the staff report. She said that the Santa Cruz County Auditor's office notified the RTC that effective June 2010, the County would no longer be able to provide payroll services for the RTC. She reported that an RFP has been released and that the goal is to have a payroll service contract in place by May 1, 2010 to allow for some overlap with the County payroll department.

Commissioners discussed various concerns and requested that staff keep the Commission informed throughout the process.

8. Disability insurance for RTC staff

Yesenia Parra, Administrative Services Officer reported that the County General Representative unit voted to switch their current disability coverage from Harford Insurance to the State Disability Program effective immediately. The County Risk Manager notified the RTC that they would not renegotiate the disability insurance coverage with Hartford for the general representative employees therefore the RTC Community of RTC Employees (CORE) will lose their coverage through Hartford Insurance. Mrs. Parra also reported that after the Budget and Administration/Personnel committee packet had been mailed, the RTC learned that the County would no longer be able to provide any of the ancillary benefits currently contracted for all RTC employees.

She reported that staff has begun to request official quotes for all of the ancillary benefits from various vendors including Special District Risk Management Authority (SDRMA). Commissioners directed staff to share all information regarding these benefits with the Commission before making a final decision.

9. Amendments to the fiscal year FY 09-10 budget and work program  
(Luis Mendez, Deputy Director)

Deputy Director Luis Mendez presented the proposed amendments to the FY 09-10 budget. He reported that the new TDA estimate is 0.55% below the previous estimate and that the January 2009 payment was 13.61% below the new estimate. This does however still leave 2.47% in TDA reserves. He also reviewed some corrections to the Transit Intern

budget, as well as to the AB2766 grant line.

Commissioner asked staff to clearly show the money coming from the reserve.

Commissioner Leopold moved and Commissioner Alternate Ziel seconded the staff recommendation to amend the FY 09-10 budget and work program.

Motion passed unanimously

10. Fiscal Year FY 10-11 budget and work program  
(Luis Mendez, Deputy Director)

Deputy Director Luis Mendez reviewed several new grants included in the FY 10-11 budget as well as proposed reductions to the budget including reductions to the bike to work program and the Community Safety coalition's TDA revenues. He also said that it is anticipated that the construction of the Auxiliary lanes would begin at the end of FY 10-11 so the budget does reflect that. He also reminded commissioners that the fall budget amendment would include any carry over funds.

He reported the loss of a half-time planning intern position due to the full expenditure of grant funds paying for that position. He reviewed the proposal to fill the half-time planning technician position left vacant last year by a retiring employee. He reported that staff continues to look for potential revenue stream, for example, staff is working with SAFE program to increase the DMV fee by \$1.00, and staff has also requested the full possible STIP allocation of \$300,000.

Commissioners asked that staff show the funds allocated to the Community Safety Coalition more clearly. Commissioners also stated a concern that the proposed budget does not include staff AVTO or furloughs especially given that all the other agencies are still requiring that their employees continue with furloughs.

Commissioner Leopold moved and Commissioner Rivas seconded the staff recommendation to recommend to the RTC that the FY 10-11 budget and work program be approved with the following modifications:

- ❖ Bike to Work program and Community Traffic Safety Coalition TDA allocations to remain the same as in Fy09-10
- ❖ Change the work program to reflect the management of the rail rather than the purchase of the rail
- ❖ Make the corrections to the work program lines for RTP to reflect 2012 not 2010

Motion passed unanimously

Commissioner Pirie departed the meeting at 4:25 pm

11. Review of items to be discussed in closed session
  12. Yesenia Parra, Administrative Services Officer reported that the Community of RTC (CORE) and the RTC Association of Middle Management (RAMM) MOU's would be discussed.
  13. Oral and written communications regarding closed session – none
- Meeting adjourned into closed session at 4:30 pm

### **CLOSED SESSION**

14. Conference with Labor Negotiators Pursuant to Government Code 54957.6  
Commission Negotiators: George Dondero and Yesenia Parra  
Bargaining Units: Mid-Management Unit and General Representation Unit
15. Report on closed session -none

### **OPEN SESSION**

16. Adjournment- meeting adjourned at 4:47

The next Budget and Administration/Personnel Committee meeting is scheduled for Thursday, April 8, 2010 at 3:30 p.m. in the CAO Conference Room, 5<sup>th</sup> Floor, 701 Ocean St., Santa Cruz

Respectfully submitted,

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Yesenia Parra, Staff

### **ATTENDEES**

Angela Aitkin  
Rahn Garcia

SCMTD  
County Counsel