



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

MINUTES

**Thursday, October 14, 2010
3:30 pm**

PLEASE NOTE LOCATION THIS MONTH

<p>NOTE LOCATION THIS MONTH Regional Transportation Commission Office 1523 Pacific Ave</p>

The meeting was called to order at 3:32 pm

1. Introductions-self introductions were made

Members Present:

Tony Campos	John Leopold
Antonio Rivas	Andy Schiffrin (Alt.)
Donna Ziel (Alt.)	

Staff Present:

George Dondero	Luis Mendez
Yesenia Parra	Daniel Nikuna

2. Additions or changes to consent and regular agenda-None
3. Oral communications

Executive Director George Dondero said that the staff had received several requests from Commissioners to produce the meeting packet in a PDF format for the RTC and TPW meetings as an option for download. He said that staff is working on getting this accomplished but that it will not be ready right away as there are several steps that must be taken to have the PDF download work successfully. One of the challenges will be to ensure the technology that is available to the RTC is appropriate. The other challenge is finding the time to train several staff. Staff was asked to have an update of the status of this project at the December B&A/P committee meeting.

**CONSENT AGENDA
(Leopold/Ziel) unanimous**

4. Approved the May 11, 2010 meeting minutes
5. Accepted monthly TDA revenue report
6. Accepted fourth quarter FY 09-10 quarterly warrants reports and monthly credit card reports

REGULAR AGENDA

7. GASB45 Report
(*Yesenia Parra, ASO and Daniel Nikuna, Fiscal Officer*)

Yesenia Parra, Administrative Services Officer presented the staff report. She summarized the requirements of GASB45. GASB45 requires government agencies to complete actuarials that will clearly show the benefit liabilities that are being paid to current retirees but more importantly the agency liability for active employees once they retire. The purpose of GASB45 is to assist agencies in taking a look at what the true costs are and will be for retirees so that they have this information during labor negotiations and budget discussions.

GASB45 requires that state and local government agencies include the unfunded liabilities associated with retiree health benefits in their financial statements and that they be updated regularly, at this point every 3 years.

At this point GASB45 does not dictate how governments fund the retiree health and other post retirement benefits. However, it does give 2 recommendations on how an agency can address the liabilities. The first is the "pay-as-you-go" method which is the one currently being used by the RTC. This method budgets the liability for retirees only, which the RTC includes in their budget every year. The second option is the "pre-fund" method. This method will use the number outlined in the actuarial that includes the full liability for all employees then the agency will deposit or invest the money for future use. Both methods have advantages and disadvantages. The method that is chosen is dependent on the agency.

Commissioner Leopold moved to accept the staff recommendation that the RTC accept the GASB45 actuarial and that the RTC continue to use the "pay-as-you-go" method and that staff be directed to research the "pre-fund" method and report their findings before the next actuarial is due. Commissioner Rivas seconded and the motion passed unanimously.

8. Amendments to the fiscal year FY 10-11 budget and work program
(Luis Mendez, Deputy Director)

Luis Mendez, Deputy Director presented the various revenue and budgetary changes included in the proposed FY 10-11 budget amendment. There are no reductions to TDA apportionments proposed. Staff also proposed transferring \$71,750 of the RTC TDA revenue apportionment to the TDA reserve fund to maintain the 3% minimum established by the RTC.

Commissioner Leopold thanked the staff for their work on securing grants and for their fiscal responsibility.

Commissioners and staff discussed several line items and Mr. Mendez noted that the Hwy1 HOV lane budget page was divided into 2 pages to allow staff to track the construction funds more easily. He also noted that money had been added to do traffic counts this year because the data is required for the work that AMBAG is doing for the Blue Print project and the work staff will be doing on the RTP.

Responding to a question from Commissioners, Mr. Mendez stated that some of the project work for the Monterey Bay Sanctuary Scenic Trail (MBST) will begin. He also responded to a question regarding the bike signage stating that \$40,000 dollars of the allocated amount is included in the budget for the plan development phase and that staff is proposing to use the rest of the allocated funds during the implementation phase.

Mr. Mendez also noted that staff is recommending that an additional half time temporary planner position be approved due to the additional work required to complete the RTP. He said that staff had tried to find ways to fit the additional work into the existing work load but staff is already behind some of the work that is required on some of the grants and if that was to continue, the RTC would jeopardize grant funds.

Commissioners requested that an update be given on the MBSST project at the December RTC/TPW meeting. They also requested that staff clarify if the State budget will have any effect on the RTC budget.

Commissioners discussed the required dollar amount that will be needed for the current lawsuit and asked that staff work with Caltrans to get a more accurate dollar amount.

Commissioner Campos moved to approve staff recommendation that the RTC approve the proposed amended FY10-11 Budget. Commissioner Rivas seconded and the motion passed unanimously.

9. Adjournment- meeting adjourned at 4:15

The next Budget and Administration/Personnel Committee meeting is scheduled for Thursday, December 9, 2010 at 3:30 p.m. in the RTC conference room, 1523 Pacific Ave, Santa Cruz, CA

Respectfully submitted,

Yesenia Parra, Administrative Services Officer