



Santa Cruz County
Regional Transportation Commission
Measure D Taxpayer Oversight Committee



Draft Minutes
Monday, March 25, 2019
6:00 p.m.

Location: RTC Conference Room
1523 Pacific Ave, Santa Cruz, CA

Taxpayer Oversight Committee Members

Representing	Name
Supervisory District 1	Janet Edwards, Vice Chair
Supervisory District 2	Michael Machado, Chair
Supervisory District 3	Abel Rodriguez
Supervisory District 4	Carmen Herrera Mansir
Supervisory District 5	Todd Guin

1. Call to Order: Chair Michael Machado called the meeting to order at 6:00 p.m.
2. Introductions

Members Present:

Janet Edwards, District 1
Michael Machado, District 2
Carmen Herrera Mansir, District 4
Todd Guin, District 5

Members Absent:

Abel Rodriguez, District 3

Staff:

Luis Mendez, Deputy Director
Rachel Moriconi, Senior Transportation Planner
Shannon Munz, Communications Specialist
Tracy New, Director of Finance and Budget

Guests:

Marissa Duran, Finance Analyst, City of Watsonville
Murray Fontes, Principal Engineer, City of Watsonville
Bill Hays, Assistant Director of Finance, City of Watsonville
Daryl Jordan, Public Works Director, City of Scotts Valley
Kim Moore, DPW Chief of Fiscal, County of Santa Cruz

Tom Nord, member of the public
Chris Schneider, Assistant Director of Public Works, City of Santa Cruz

3. Additions, deletions, or other changes to consent and regular agendas: None

CONSENT AGENDA

A motion (Guin/Mansir) was made to approve the consent agenda. The motion passed unanimously with members Edwards, Machado, Mansir and Guin voting in favor.

4. Received Travel Reimbursement Policy and Form for committee members
5. Received Simple Parliamentary Procedures Cheat Sheet
6. Approved Minutes of the October 29, 2018 Oversight Committee meeting
7. Received Summary of Measure D Revenue Allocations by Month FY2019-Feb.
8. Received HDL Q3 Sales Tax Update (*Q3 of calendar year=July-September 2018*)
9. Received Draft FY19/20 Measure D Apportionments
10. Received Measure D - Spring 2019 Update

REGULAR AGENDA

11. FY17/18 Fiscal Audits

Rachel Moriconi, Senior Transportation Planner, gave a summary of the FY17/18 fiscal audits and expenditure reports from the Measure D recipient agencies, including the RTC, cities of Capitola, Santa Cruz, Scotts Valley and Watsonville, the County of Santa Cruz, Santa Cruz Metropolitan Transit District, and Community Bridges/Lift Line. Funding agreements with recipient agencies require each agency receiving Measure D revenues to annually provide an expenditure report and audited financial statements showing how Measure D funds were spent in the prior fiscal year. Rachel also discussed the process, content and timeline for the Taxpayer Oversight Committee to draft a report to the public and SCCRTC board commenting on whether provisions and requirements have been complied with, as required by the Measure D Expenditure Plan and Ordinance. The committee was given sample oversight committee reports from other measures to use as reference for their report. The committee agreed to write a committee statement for the report.

Committee Chair Michael Machado stated that the financial audits look good and complete, had no negative findings, and demonstrate funds allocated were consistent with the ordinance. He suggested the committee draft a straightforward report that summarizes financial activities including: Measure

D revenues collected, disbursed to recipient agencies, and a description of expenditures in FY17/18, including how much remains for future use. Janet Edwards suggested the report also highlight some Measure D projects from each agency. Chair Machado said he would write a first draft of a committee statement for the report.

Committee members requested that staff look at the auditing process, including how much it costs each agency to do separate Measure D audits each year, if it would be possible and how much it would cost to centralize the audits rather than having each agency do them separately, and/or if it would be possible for each agency to combine their Measure D audit with their overall agency audits. Todd Guin suggested expenditure testing every year.

Staff responded to questions from committee members clarifying that RTC pays funds out to local jurisdictions, METRO and Lift Line on an ongoing basis. Committee members noted that funds are being spent on pre-construction activities and suggested future reports provide information on construction of those projects, as well as any leveraged funds.

12. Verbal Updates from Recipient Agencies

a. County of Santa Cruz

Kim Moore, DPW Chief of Fiscal, reported that the county spent about \$200,000 of their FY17/18 Measure D funds and had \$2.9 million remaining at the end of the fiscal year because one of the county's largest Measure D-funded projects did not break ground until fiscal year 18/19. The county is currently working on its 2019 projects which are all resurfacing projects.

b. Watsonville Public Works

Murray Fontes, Principal Engineer, discussed the city's Measure D projects and said that they chose to set aside some small amounts of their funds to spend on items that usually get overlooked. These include \$50,000 for bike and safety improvements, \$50,000 to revitalize the downtown corridor, \$50,000 to maintain the Watsonville Slough trail network, and \$50,000 for pedestrian and traffic safety items. They are also using \$500,000 for a large road maintenance project, \$100,000 for the design of the Green Valley Road project, and \$30,000 for the design of a trail on Lee Road.

c. Scotts Valley Public Works

Daryl Jordan, Public Works Director, discussed the projects that the city is working and that use Measure D funds, including sidewalks on Kings Village Road that were recently completed, a large Glenwood open space preserve trail project, a pavement rehabilitation project on Bean Creek Road, and a Glenwood Drive rehabilitation project to widen the street and add bike lanes.

d. City of Santa Cruz

Chris Schneiter, Assistant Public Works Director, discussed the city's 5-year plan and stated that they are trying to balance its Measure D program with

50 percent paving projects and 50 percent bike and pedestrian projects. The city is also using Measure D money to actively work on three rail trail projects: Segment 7 Phase I will go out to bid this summer with construction in the fall; Segment 7 Phase II was just approved by the planning commission; and Segment 8 Phase III (San Lorenzo River Parkway bridge) is currently under construction. The city is also using Measure D money to leverage matching grants.

e. SCCRTC Regional Projects

Rachel Moriconi, Senior Transportation Planner, discussed the RTC's Measure D projects and programs, including the Coastal Rail Trail, Highway 1 auxiliary lanes, Highway 1 bus-on-shoulder, Highway 1 Mar Vista Bicycle and pedestrian overcrossing, Cruz511, Freeway Service Patrol and Safe on 17.

13. Committee Member Oral Communications: None

14. Public Comment on Matters Not on the Agenda

Tom Nord, member of the public, spoke and said he was on a fact-finding mission for the Boulder Creek community regarding Highway 236 safety improvements. Nord said that there are three school and METRO bus stops along the highway with very narrow shoulders that pedestrians walk on. In addition to a pedestrian fatality last year, he said there have been many other incidents and close calls and the community is now coming together to try and get safety improvements along the corridor. He said the first thing they are trying to do is figure out how to secure funding.

15. Next meetings: The next meeting is on May 13, 6-7:30 p.m. at the RTC, 1523 Pacific Avenue, Santa Cruz.

16. Adjourn: Meeting adjourned at 7:40 p.m.

Minutes prepared by: Shannon Munz