



**Santa Cruz County
Regional Transportation Commission**

MINUTES

**Thursday, April 2, 2020
9:00 a.m.**

**NOTE: Teleconference
Community TV ZOOM**

**WEB: <https://zoom.us/j/819356829>
Dial-in number (US): +1-669-900-6833
Conference ID: 819 356 829**

1. Roll call.

The meeting was called to order at 9:17 am.

Members present:

Jacques Bertrand	John Leopold
Sandy Brown	Aurelio Gonzalez
Randy Johnson	Mike Rotkin
Greg Caput	Trina Coffman-Gomez
Andy Schiffrin (alt)	Bruce McPherson
Aileen Loe (Ex-Officio) (alt)	

Staff present:

Luis Mendez	Guy Preston
Yesenia Parra	Amanda Marino
Krista Corwin	Amy Naranjo
Tracy New	Brianna Goodman
Rachel Moriconi	Shannon Munz
Sarah Christensen	Steve Mattas
Fernanda Dias Pini	

2. Oral communications.

Received Public Comment from:

Michael Saint, Campaign for Sustainable Transportation

3. Additions or deletions to consent and regular agendas: Handout for item 18

CONSENT AGENDA

Commissioner Leopold moved and Commissioner Alternate Schiffrin seconded the motion to approve the consent agenda. The motion passed unanimously with Commissioners Bertrand, Brown, Johnson, Coffman-Gomez, Caput, Schiffrin (alt.), Leopold, and Gonzalez voting "aye."

MINUTES

4. Approved draft minutes of the March 05, 2020 Regional Transportation Commission meeting
5. Accepted draft minutes of the March 19, 2020 Interagency Technical Advisory Committee meeting
6. Approved draft minutes of the March 19, 2020 Transportation Policy Workshop
7. Approved draft minutes of the March 12, 2020 Budget & Administration/Personnel Committee meeting

POLICY ITEMS

No consent items

PROJECTS and PLANNING ITEMS

No consent items

BUDGET AND EXPENDITURES ITEMS

8. Accepted status report on Transportation Development Act (TDA) revenues.
9. Accepted status report on Measure D revenues
10. Approved Fiscal Year (FY) 2019-20 amended RTC work program (**Resolution 103-19**)

ADMINISTRATION ITEMS

11. Approved Measure D Oversight Committee appointment.

INFORMATION/OTHER ITEMS

12. Accepted monthly meeting schedule.
13. Accepted correspondence log.
14. Accepted letters from RTC committees and staff to other agencies. - *none*
15. Accepted miscellaneous written comments from the public on RTC projects and transportation issues. - *none*

16. Accepted information items. - *none*

REGULAR AGENDA

17. Commissioner reports – none

18. Director's Report

Executive Director Guy Preston reported on the impacts of the shelter-in-place order on the daily function of the RTC; two new emergency bridge repair contracts; the impact of COVID-19 on TDA-funded transportation services (Santa Cruz METRO, Community Bridges, and the Volunteer Center of Santa Cruz County); an update on transit economic stimulus legislation and revenue loss estimates provided by the transit advocacy group TransitCenter; an update to TDA and Measure D allocation estimates to local jurisdictions; a re-commitment with Central Federal Lands (CFL) to begin construction on the North Coast Rail Trail (Segment 5) in mid-2021 following a funding setback from the Federal Highway Administration (FHWA); funding approved by the California Transportation Commission (CTC) for Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities projects; and an extension of the public input period for Milestone 2 of the Transit Corridors Alternatives Analysis (TCAA) due to COVID-19 and an approximate timeline of activities. Milestone 2 is expected to be brought to the Commission for approval on June 4, 2020.

Executive Director Preston thanked individuals who risk their health to provide essential services, especially those related to transportation.

In response to a Commissioner's question, Executive Director Preston noted that ongoing budget discussion in light of COVID-19 will take place.

Commissioner comments: support moving forward with pre-construction activities on Segment 5, understanding the importance for securing grant funds.

19. Caltrans report

Caltrans Alternate Ex-Officio Aileen Loe thanked the Commission for carrying on in its function as an essential infrastructure service. Caltrans is working to keep the state's highways open and to keep construction contracts on track (approx. \$1 billion). Ms. Loe highlighted Santa Cruz County Project 18: Crosswalks and Pedestrian Safety Enhancements, for which a contract is expected to be awarded in June with construction scheduled for this summer.

In response to a Commissioner's question, Ms. Loe clarified that construction on Project 18 is scheduled to start in the summer; however, there is a 150-day lead time for ordering the "Modified Type 15 FBS" poles for flashing beacons because they are a specialty item. More details on the construction schedule for particular safety enhancements can be made available upon request.

20. Approve Fiscal Year (FY) 2020-21 proposed budget

Director of Finance and Budget Tracy New reported that staff presented the proposed budget to the Budget & Administration/Personnel Committee prior to the COVID-19 outbreak and since then, staff is evaluating the potential impacts and communicating with partner organizations, including state and federal agencies. Staff is preparing scenarios to bring to the Commission in May and updates in June.

In response to Commissioner questions, Director New clarified RTC's fiduciary responsibilities to local agencies and jurisdictions, noted the availability of reserve funds, and emphasized continual communication of the most recent projections by staff to recipients.

Executive Director Guy Preston added that approving the budget today would enable the RTC to measure the impact of COVID-19 on our revenues. Frequent amendments to the budget will be required to adjust for the impacts as they unfold and in response to possible federal stimulus.

Commissioners discussed: impacts of dipping into reserves; reconvening the Budget & Administration/Personnel Committee for further budget discussion; the purpose of the reserves; the various unknowns; the preliminary budget of the Transit District; careful consideration of reserve spending.

Deputy Director Luis Mendez commented that in the past the RTC has employed a combination of using TDA reserves, reducing TDA apportionments to various jurisdictions, reducing costs, and working to secure additional funds to address reductions in TDA revenue.

Executive Director Preston noted that payments for TDA are made via claims which would come to the commission for approval.

Commissioner comments: passing the budget to keep the machinery of the RTC running; reserves demonstrate foresight by the RTC; important to complete jurisdictional projects under construction; projections will be a moving target in the short term and in the indefinite future; opportunity to evaluate how to use reserves conservatively; fluid budget document will be amended and monitored to measure impact; vital projects contribute to community economic stimulus.

In response to Commissioner questions, Director New added that Senior Transportation Planner Rachel Moriconi has communicated with local jurisdictions in her role as Measure D Lead and Executive Director Preston has communicated with the CEO of METRO and the cities and counties. Executive Director Preston and Deputy Director Mendez clarified RTC's obligations under the TDA ordinance to provide forecasts to recipients. Payments for some funds are made based upon the revenues received, not on the forecasted projections.

Received public comment from:

Sally Arnold, Friends of the Rail and Trail

Michael Saint, Campaign for Sustainable Communication

Alex Clifford, CEO and General Manager Santa Cruz METRO

Commissioner Alternate Schiffrin moved and Commissioner Bertrand seconded the Budget and Administration/Personnel Committee and staff recommendation to:

1. Adopt a resolution approving the proposed FY 2020-21 RTC budget;
2. Accept the Measure D revenue forecast for FY 2019-20 and FY 2020-21 provided by HDL Services;
3. Accept the 30-year revenue projection which incorporates the HDL forecast for FY 2019-20;
4. Accept the 5-year revenue estimates for the Measure D recipients which incorporate the HDL forecast for FY 2019-20 and calculation of the revenue distribution for local jurisdictions with updated data; and
5. An additional recommendation to direct staff to return at the May meeting with an update of the budget situation and any recommendations to amend the 2021 budget, and/or the revenue estimates.

The motion passed with Commissioners Bertrand, Brown, Caput, Schiffrin (alt), Leopold, Gonzalez, Rotkin, Coffman-Gomez, and McPherson voting "aye," and Commissioner Johnson voting "no."

21. Next meetings

The next RTC meeting is scheduled for Thursday, May 07, 2020 at 9:00 a.m. at the Capitola City Council Chambers, 420 Capitola Avenue, Capitola, CA. or via Teleconference if the shelter-in-place order is still in effect.

The next Transportation Policy Workshop meeting was scheduled for Thursday, April 16, 2020 at 9:00 a.m. by teleconference. This meeting has been cancelled.

Respectfully Submitted,

Yesenia Parra
Administrative Services Officer

Attendees:

Donna Murphy

Heather Adamson

Michael Saint, Campaign for Sustainable Transportation

Sally Arnold, Friends of the Rail and Trail

Christina Watson

Gina Cole, Bike Santa Cruz County

Kirk Ance, Community Bridges/Lift Line

Alex Clifford, Santa Cruz METRO

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