



**Santa Cruz County  
Regional Transportation Commission  
Measure D Taxpayer Oversight Committee**



**Draft MINUTES  
Wednesday, March 30, 2022  
6:00 p.m.  
Location: Zoom**

**Taxpayer Oversight Committee Members**

<b>Representing</b>	<b>Name</b>
Supervisory District 1	Sandra Skees
Supervisory District 2	Jake Farrar
Supervisory District 3	Phillip Hodsdon
Supervisory District 4	Trina Coffman Gomez
Supervisory District 5	Andre Duurvoort

1. Call to Order: RTC staff member Shannon Munz called the meeting to order at 6:00 p.m.
2. Introductions

**Members Present:**

Sandra Skees, District 1  
 Jake Farrar, District 2  
 Trina Coffman Gomez, District 4  
 Andre Duurvoort, District 5

**RTC Staff:**

Luis Mendez, Deputy Director  
 Rachel Moriconi, Senior Transportation Planner  
 Shannon Munz, Communications Specialist

**Guests:**

Selena Andrews, Finance Manager, City of Scotts Valley  
 Jesus Bojorquez, Program Director, Lift Line  
 Murray Fontes, Principal Engineer, City of Watsonville  
 Nick Gong, Accountant, City of Santa Cruz  
 Italo Jimenez, Fiscal Officer, County of Santa Cruz  
 Chris Lamb, Director of Public Works, City of Scotts Valley

Kailash Mozumder, Public Works Project Manager, City of Capitola  
Nathan Nguyen, Assistant Director of Public Works, City of Santa Cruz  
Doug Underhill, Chief Financial Officer, Lift Line  
John Urgo, Planning Director, METRO  
Linda Wilshusen, member of the public

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

### **REGULAR AGENDA**

4. Election of Officers: Committee chair and vice chair

Vice Chair Duurvoort was nominated for the chair position and member Farrar was nominated for the vice-chair position. A motion was made (Coffman Gomez/Skees) to elect member Duurvoort as chair and member Farrar as vice chair. The motion passed unanimously with committee members Skees, Farrar, Coffman Gomez, and Duurvoort voting "aye."

*At this point, Andre Duurvoort took over to chair the meeting*

5. Fiscal Year 2020/2021 (FY20/21) Measure D Audits and Expenditure Reports

Rachel Moriconi, Senior Transportation Planner, provided an overview of Measure D and a summary of the FY20/21 fiscal audits and expenditure reports from Measure D recipient agencies: 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.

Ms. Moriconi stated that for FY20/21 \$24.7M in revenue was generated. This was 16% higher than FY19/20. Of the revenue generated, \$17.7M was spent by the recipient agencies with many carrying over balances. Some of the carryover balances will be used on construction of large projects that are in the preliminary development stages at this time.

Ms. Moriconi also stated that all of the audits had no "material finding," meaning there were no significant errors or risks found by the independent auditors in the recipient agencies' financial information.

Representatives from each of the recipient agencies discussed the various projects they used their Measure D funds on in FY20/21. These projects included: local roadway repairs, new bike facilities, new sidewalks, traffic calming, bike and walk safety education, safe routes to school. Funds were also used by METRO to avoid service cuts and for the purchase of replacement vehicles, and by Lift Line to expand service and purchase new vans.

For regional projects overseen by the RTC, funds were spent on the Highway 1 Bus-on-Shoulder/Aux Lane and Bike-Ped Bridge development, traveler assistance and safety programs, Coastal Rail Trail projects, Highway 9 complete streets project evaluation, and the Highway 17 wildlife crossing. Many agencies indicated they are using Measure D funds to leverage other grants.

Committee members asked questions about specific projects; fuel cost and other potential impacts on revenue forecasts; impacts of COVID and shelter-in-place on project implementation, construction, staffing, and uncertainties; electric vehicle conversion requirements for transit. A member of the public asked about reimbursement from the Federal Emergency Management Agency (FEMA) for storm damage repairs paid by Measure D.

## 6. Oversight Committee Annual Report

Shannon Munz, RTC Communications Specialist, discussed the oversight committee's requirement to prepare an annual report commenting on whether expenditures conform to the provisions and requirements of the Measure D Ordinance, and asked the committee for guidance on content of the FY20/21 report, including any additional information they would like it to include.

Committee members said they liked how the report was done last year and would like to keep the same format, with the committee providing a letter stating their purpose and findings and staff taking the lead on putting the rest of the report together.

Member Skees suggested that the annual report highlight that Measure D funds are working hard, are leveraging more money, help projects be shovel ready, provided flexibility for transit and other agencies in response to COVID-19, and are creating a more sustainable Santa Cruz County. The report could break out these categories.

Member Coffman Gomez said it is important to show a year-on-year pattern in the report. Are we doing more with the money? How is the money evolving?

Chair Duurvoort said that the challenges and uncertainties of last two fiscal years have been really paramount. The report should address how Measure D funds provided stop-gap measures and helped to keep work moving along even with these challenges. He also said the report should address the large reserves that are put aside year over year and communicate planned uses of balances.

7. Committee Member and Staff Comments or Questions: None
8. Public Comment on Matters Not on the Agenda: None
9. Next meetings: RTC staff member Shannon Munz to send a Doodle poll to identify dates/times for the next meeting
10. Adjourn: The meeting adjourned at 7:38