

2016 Measure B Citizens' Oversight Committee

Wednesday, January 29, 2020

MINUTES

CALL TO ORDER

The Santa Clara Valley Transportation Authority (VTA) 2016 Measure B Citizen's Oversight Committee meeting was called to order by Chairperson Rose Herrera at 10:00 a.m., in VTA Conference Room B-106, 3331 North First Street, San Jose, California.

1. ROLL CALL

Attendee Name	Title	Representing	Status
Rose Herrera	Chairperson	Municipal/Public Finance Professional	Present
Bonnie Packer	Member	Regional Community Organization	Present
Christine Pfendt	Vice Chairperson	Professional in management and administration of financial policies, performance measurement and reviews	Present
Ed Tewes	Member	Large Scale Construction Project Manager	Present
Ed Von Runnen	Member	Organized Labor Representative	Present
<i>Vacant</i>	Member	Educational Administration Professional	n/a
<i>Vacant</i>	Member	Regional Business Organization	n/a
<i>Vacant</i>	Member	Retired federal/state/administrative law judge or mediator/arbitrator	n/a

A quorum was present.

2. ORDERS OF THE DAY

There were no Orders of the Day.

3. PUBLIC COMMENT

There was no Public Comment.

4. Determine the Committee's Chairperson and Vice Chairperson for 2020

Chairperson Herrera took nominations from the floor for 2020 Chairperson.

M/SC (Pfendt/Von Runnen) to nominate Rose Herrera for Chairperson for 2020.

NOTE: M/S/C MEANS MOTION SECONDED AND CARRIED AND, UNLESS OTHERWISE INDICATED, THE MOTION PASSED UNANIMOUSLY.

RESULT: Nominated Chairperson
MOVER: Christine Pfendt, Vice Chairperson
SECONDER: Ed Von Runnen, Member
AYES: Herrera, Packer, Pfendt, Tewes, Von Runnen
NOES: None

M/S/C (Pfendt/Packer) to close nominations and elect Rose Herrera as 2020 Chairperson.

RESULT: Elected Herrera as Chairperson
MOVER: Christine Pfendt, Vice Chairperson
SECONDER: Bonnie Packer, Member
AYES: Herrera, Packer, Pfendt, Tewes, Von Runnen
NOES: None

Chairperson Herrera took nominations from the floor for Vice Chairperson for 2020.

M/S/C (Herrera/Packer) to nominate Christine Pfendt as 2020 Vice Chairperson.

RESULT: Nominated Vice Chairperson
MOVER: Rose Herrera, Chairperson
SECONDER: Bonnie Packer, Member
AYES: Herrera, Packer, Pfendt, Tewes, Von Runnen
NOES: None

M/S/C (Von Runnen/Pfendt) to close nominations and to elect Christine Pfendt as Vice Chairperson for 2020.

RESULT: Elected Pfendt as Vice Chairperson
MOVER: Ed Von Runnen, Member
SECONDER: Christine Pfendt, Vice Chairperson
AYES: Herrera, Packer, Pfendt, Tewes, Von Runnen
NOES: None

CONSENT AGENDA

5. Regular Meeting Minutes of October 28, 2019

Members of the Committee requested the following: 1) provide more information in the minutes; and 2) the October 28, 2019 meeting start time should be 10:04 a.m.

M/S/C (Tewes/Pfendt) to approve the Regular Meeting Minutes of October 28, 2019, as amended.

RESULT: APPROVED, as amended – Agenda Item #5
MOVER: Ed Tewes, Member
SECONDER: Christine Pfendt, Vice Chairperson
AYES: Herrera, Packer, Pfendt, Tewes, Von Runnen
NOES: None

REGULAR AGENDA

6. Demonstration of 2016 Measure B Website

Jane Shinn, Senior Transportation Planner - Grants & Fund Allocations, introduced Cody Kraatz, Administrator of Social Media & Electronic Communication. Mr. Kraatz provided a demonstration of the 2016 Measure B website.

Members of the Committee discussed the following: 1) transparency; and 2) informing the public of the 2016 Measure B website when it is live.

Public Comment

Roland, Interested Citizen, made the following comments: 1) suggested that the allocated amount be a link that has a pie chart which shows where the allocated money went; 2) the difference between the amount collected and what has been allocated is confusing; and 3) sharing the website link with the Committee Members only and not with the public is a Brown Act violation.

Members of the Committee made the following requests: 1) invite the Committee to testing of the website; 2) adding the percentages of money approved by the VTA Board of Directors (Board) to each category and the expenditures to date; and 3) including a Frequently Asked Questions (FAQs) at a high level with links to the details on the main VTA webpage.

On order of Chairperson Herrera and there being no objection, the Committee received a demonstration of the 2016 Measure B website.

7. Update on Independent Auditor Process

Stephen Flynn, Senior Policy Analyst - Grants and Fund Allocations, provided an update on the independent auditor process, noting a recommendation should be ready for the April 29, 2020 meeting.

On order of Chairperson Herrera and there being no objection, the Committee received an update on the independent auditor process.

8. 2016 Measure B Program Oversight Information

Marcella Rensi, Deputy Director of Grants and Fund Allocations, provided a framework for 2016 Measure B Program oversight role.

Members of the Committee discussed the following: 1) oversight of VTA-led projects; 2) the process for reallocating of funds, if it occurs; and 3) next steps.

Public Comment

Doug Muirhead, Interested Citizen, commented on the following: 1) periodic and triggered reviews of projects; and 2) sharing of audit results.

Mr. Roland commented on the following: 1) Federal Transportation Administration (FTA) oversight; 2) provide quarterly oversight reports; 3) BART; and 4) phase out 2000 Measure A and go back to the voters to manage it like 2016 Measure B.

Members of the Committee requested distribution percentage of projects by level of oversight be included.

On order of Chairperson Herrera and there being no objection, the Committee received information on 2016 Measure B Program Oversight.

9. **2016 Measure B Program Activities Update**

Ms. Shinn provided a presentation, entitled “2016 Measure B Update.”

Members of the Committee discussed the following: 1) accounting allocations and reporting lag; and 2) noting in the Board memo when 2016 Measure B funds are being approved by the Board.

Public Comment

Mr. Roland spoke on the following: 1) BART Phase II; 2) misappropriation with Caltrain 2016 Measure B funds; 3) Highway 101/Blossom Hill project; and 4) align the annual report with the biennial budget cycle. Staff asked for input from the Committee on how to include fiscal year 2020 in the annual report.

Members of the Committee requested the following: 1) presentation from VTA Finance team on cost cycle, cash and accrual data, and other reporting processes; and 2) add information for how the current allocations fit with the provisions of 2016 Measure B.

On order of Chairperson Herrera and there being no objection, the Committee received an update on 2016 Measure B Program Activities.

OTHER

10. **ANNOUNCEMENTS**

Upon inquiry of a Member of the Committee, staff reported on the status of the recruitment process to fill Committee vacancies.

11. **ADJOURNMENT**

On order of Chairperson Herrera and there being no objection, the meeting was adjourned 11:33 a.m.

Respectfully submitted,

Thalia Young, Board Assistant
VTA Office of the Board Secretary