

# INDEPENDENT TAXPAYER OVERSIGHT COMMITTEE

July 13, 2011

AGENDA ITEM NO.: **1**

**Action Requested: APPROVE**

MEETING SUMMARY FOR THE JUNE 8, 2011,  
INDEPENDENT TAXPAYER OVERSIGHT COMMITTEE MEETING

File Number 1500100

## **Attendance**

- |                    |   |  |
|--------------------|---|--|
| Committee Members: | <ul style="list-style-type: none"><li>▪ Carolyn Lee, Chair</li><li>▪ Jim Ryan, Vice Chair</li><li>▪ Paul Fromer</li></ul> | <ul style="list-style-type: none"><li>▪ Michael Kenney</li><li>▪ Jonathan Tibbitts</li></ul> |
| Absent:            | <ul style="list-style-type: none"><li>▪ John Meyer</li></ul>  | <ul style="list-style-type: none"><li>▪ Tracy Sandoval</li></ul>                             |
| Staff:             | <ul style="list-style-type: none"><li>▪ Renée Wasmund</li><li>▪ Kim Kawada</li></ul>                                      | <ul style="list-style-type: none"><li>▪ Ariana zur Nieden</li></ul>                          |

The meeting of the *TransNet* Independent Taxpayer Oversight Committee (ITOC) was called to order by Chair Carolyn Lee at 9:35 a.m.

## 2. PUBLIC COMMENTS/COMMUNICATIONS/MEMBER COMMENTS

Chair Lee welcomed new members, Michael Kenney and Jonathan Tibbitts, to the ITOC.

## **REPORTS (3 through 7)**

## 3. SUMMARY OF TRANSPORTATION COMMITTEE AND BOARD OF DIRECTORS ACTIONS ON *TransNet*-RELATED AGENDA ITEMS (INFORMATION)

Kim Kawada, *TransNet* and Legislative Affairs Program Director, provided the monthly briefing to keep the ITOC informed about relevant SANDAG actions taken on *TransNet*-related projects and programs. She summarized Transportation Committee and Board of Directors actions on agenda items that the ITOC has reviewed, including an update on the following items: FY 2012 SANDAG Program Budget, including the ITOC Operating Budget; and the 2050 Draft Regional Transportation Plan, including its draft Environmental Impact Report and Sustainable Communities Strategy.

Ms. Kawada also provided an update on the status of the recruitment efforts for the vacant ITOC position in the private sector category, and on current actions taken by SANDAG regarding Senate Bill 468 (Kehoe).

Action: This item was presented for information.

4. ACCEPTANCE OF FY 2010 *TransNet* FISCAL AND COMPLIANCE AUDITS (ACCEPT)

The *TransNet* Extension Ordinance requires the ITOC to share the initial findings of the annual fiscal and compliance audits and its recommendations with the Transportation Committee 60 days prior to their release. The ITOC presented the initial FY 2010 audit findings and recommendations, with the exception of the City San Diego's audit results, to the Transportation Committee on March 18, 2011.

Lisa Kondrat-Dauphin, Senior Accountant presented the item.

Action: Upon a motion by Michael Kenney, and a second by Jonathan Tibbitts, the ITOC accepted the final FY 2010 *TransNet* fiscal and compliance audit reports with the exception of the City of San Diego. The ITOC also requested that as a condition of approval of this item, staff return to a future ITOC meeting to report on the completion and request approval of the City of San Diego's FY 2010 *TransNet* fiscal and compliance audit report.

5. APPOINTMENT OF FY 2011 *TransNet* FISCAL AND COMPLIANCE AUDIT SUBCOMMITTEE (APPOINT)

Ms. Kondrat-Dauphin stated that the *TransNet* FY 2011 fiscal and compliance audit process is scheduled to begin on July 1, 2011, and requested that the ITOC appoint members to serve on its FY 2011 Fiscal and Compliance Audit Subcommittee.

Upon general consensus, ITOC appointed Tracy Sandoval, Mr. Tibbitts, and Chair Lee to the FY 2011 Fiscal and Compliance Audit Subcommittee. Chair Lee agreed to sit on the subcommittee until such time as the vacant ITOC position is filled; she noted she would step down should the new ITOC member choose to take her place on the subcommittee.

6. DRAFT 2011 ITOC ANNUAL REPORT (DISCUSSION)

Ariana zur Nieden, *TransNet* Program Analyst, presented the item and requested that the ITOC review and discuss the proposed content and format of the draft 2011 ITOC Annual Report. The final draft of the report is scheduled for presentation to the ITOC at its July 13, 2011, meeting with subsequent presentation to the SANDAG Board of Directors. Based on ITOC discussion, the consensus was to present the final 2011 ITOC annual report to the SANDAG Board after the City of San Diego FY 2010 audit results become available.

Action: This item was presented for discussion.

7. ANNUAL ITOC ALLOCATION AND CARRYOVER FUND BALANCE (DISCUSSION)

In accordance with the *TransNet* Extension Ordinance, up to \$250,000 per year, as adjusted for inflation annually, will be used for the operation of the ITOC and any funds not utilized in one fiscal year shall remain available for expenditure in subsequent years as part of the annual budget process.

Ms. zur Nieden presented options for reducing the ITOC balance of carryover funds for the committee's consideration. The ITOC elected to review options for receiving less than its annual allocation as part of the FY 2013 budget cycle.

Action: This item was presented for discussion.

8. SECOND *TransNet* TRIENNIAL PERFORMANCE AUDIT PROCUREMENT PROCESS AND RECOMMENDATION FOR CONSULTANT (APPROVE)

The ITOC established an evaluation subcommittee to conduct the procurement for services to perform the second *TransNet* Triennial Performance Audit as required by the *TransNet* Extension Ordinance. Proposals were due on April 29, 2011, and were subsequently reviewed and rated by the evaluation subcommittee. Interviews of the short listed firms were held on June 3, 2011. At the June 8, 2011, ITOC meeting, the evaluation subcommittee recommended the approval to proceed with a notice of intent to award to the recommended consultant.

Vice Chair Jim Ryan and Paul Fromer, evaluation subcommittee members, presented the item. They recommended the firm Sjoberg Evashenk Consulting, Inc.

Alexia Spivey, Associate Contracts and Procurement Analyst, presented the next steps involved in the procurement process.

Action: Upon a motion by Vice Chair Ryan and a second by Mr. Fromer, the ITOC approved moving forward with negotiations with the recommended consultant, Sjoberg Evashenk Consulting, Inc.

1. APPROVAL OF MEETING SUMMARY

Action: Upon a motion by Vice Chair Ryan and a second by Chair Lee, the ITOC approved the May 11, 2011, meeting summary.

9. FUTURE MEETING SCHEDULE

The next regular ITOC meeting is scheduled for Wednesday, July 13, 2011, at 9:30 a.m.

Chair Lee directed staff to provide a draft copy of the next ITOC meeting agenda, if available, at each meeting so the committee can decide whether to meet or to cancel the meeting.

10. ADJOURNMENT

Chair Lee adjourned the meeting at 10:51 a.m.