

INDEPENDENT TAXPAYER OVERSIGHT COMMITTEE

September 13, 2017

AGENDA ITEM NO.: **1**

Action Requested: APPROVE

JULY 12, 2017, MEETING MINUTES

File Number 1500200

The *TransNet* Independent Taxpayer Oversight Committee (ITOC) meeting was called to order by Chair Stewart Halpern at 9:36 a.m.

1. APPROVAL OF MEETING MINUTES (APPROVE)

Action: Upon a motion by Dick Vortmann and a second by Brad Barnum, the ITOC approved the minutes from its June 14, 2017, meeting. Yes: Chair Halpern, Vice Chair Dustin Fuller, Kaitlin Arduino, Mr. Barnum, Kai Ramer, Jonathan Tibbitts, and Mr. Vortmann. No: None. Abstain: None. Absent: None.

2. PUBLIC COMMENTS/COMMUNICATIONS/MEMBER COMMENTS

There were no public comments.

CONSENT

3. *TransNet* SMART GROWTH INCENTIVE PROGRAM AND ACTIVE TRANSPORTATION GRANT PROGRAM: QUARTERLY PROGRESS REPORT (INFORMATION)

This report provided an overview of progress made by *TransNet* Smart Growth Incentive Program and Active Transportation Grant Program recipients through March 31, 2017.

4. *TransNet* SENIOR MINI-GRANT PROGRAM STATUS UPDATE (INFORMATION)

This report provided an overview of the progress made to date by each grant recipient for the *TransNet* Senior Mini-Grant program.

Action: Consent Item Nos. 3 and 4 were presented for information.

REPORTS

5. ANNUAL SELECTION OF THE INDEPENDENT TAXPAYER OVERSIGHT COMMITTEE CHAIR AND VICE CHAIR (APPROVE)

In accordance with ITOC Bylaws, at the first regular meeting following commencement of the SANDAG fiscal year, the ITOC shall select a Chair and Vice Chair to serve a term of one year.

Action: Upon a motion by Mr. Tibbitts and a second by Mr. Barnum, the ITOC approved Vice Chair Fuller to serve as Chair for FY 2018, effective at the next regular meeting on September 13, 2017. Yes: Chair Halpern, Vice Chair Fuller, Ms. Arduino, Mr. Barnum, Mr. Ramer, Mr. Tibbitts, and Mr. Vortmann. No: None. Abstain: None. Absent: None.

Action: Upon a motion by Chair Halpern and a second by Vice Chair Fuller, the ITOC approved Mr. Vortmann to serve as Vice Chair for FY 2018, effective at the next regular meeting on September 13, 2017. Yes: Chair Halpern, Vice Chair Fuller, Ms. Arduino, Mr. Barnum, Mr. Ramer, Mr. Tibbitts, and Mr. Vortmann. No: None. Abstain: None. Absent: None.

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

Ariana zur Nieden, Senior *TransNet* Program Manager, provided a summary of Transportation Committee and Board of Directors actions on agenda items that the ITOC has reviewed. This monthly briefing was intended to keep the ITOC informed about relevant SANDAG actions taken on *TransNet*-related projects and programs: the FY 2018 *TransNet* Triennial Performance Audit, First *TransNet* Ten-Year Comprehensive Program Review, and 2017 ITOC Annual Report.

Action: This item was presented for information.

7. FY 2017 PROPOSED *TransNet* AGREED-UPON PROCEDURES (APPROVE)

The FY 2017 *TransNet* fiscal and compliance audit process is currently under way. The independent audit firm of Davis Farr LLP has reviewed the FY 2016 Agreed-Upon Procedures (AUP) and has developed the recommended FY 2017 AUP.

Marc Davis, Davis Farr LLP, and Lisa Kondrat-Dauphin, Senior Accountant, presented the item.

Action: Upon a motion by Chair Halpern and a second by Mr. Vortmann, the ITOC approved the FY 2017 AUP. Yes: Chair Halpern, Vice Chair Fuller, Ms. Arduino, Mr. Barnum, Mr. Ramer, Mr. Tibbitts, and Mr. Vortmann. No: None. Abstain: None. Absent: None.

8. *TransNet* INDIRECT COST ALLOCATION PLAN PROPOSED GUIDELINES (DISCUSSION)

The ITOC was asked to discuss the Indirect Cost Allocation Plan Proposed Guidelines for *TransNet* projects.

Mr. Davis and Ms. Kondrat-Dauphin presented the item.

Action: This item was presented for discussion.

9. FY 2016 *TransNet* LOCAL STREET AND ROAD PROGRAM ANNUAL STATUS REPORT (INFORMATION)

Cities/County Transportation Advisory Committee (CTAC) Chair Ed Deane and Alex Estrella, Senior Transportation Planner, presented the *TransNet* Local Street and Road Program annual status report. The report has been developed in coordination with the CTAC members in response to the FY 2012 *TransNet* Triennial Performance Audit Report recommendations.

Action: This item was presented for information.

10. 2016 REGIONAL TRANSPORTATION IMPROVEMENT PROGRAM: AMENDMENT NO. 6 (DISCUSSION)

On September 23, 2016, the Board of Directors adopted the 2016 Regional Transportation Improvement Program (RTIP), the multiyear program of proposed major transit, highway, arterial, and bikeway projects in the San Diego region covering the period FY 2017 to FY 2021. SANDAG processes amendments to the RTIP on a quarterly basis based on requests from member agencies. This amendment represents a regular quarterly amendment to the 2016 RTIP and reflects changes as requested by member agencies.

Sue Alpert, Associate Project Control Analyst, presented the item and asked the ITOC to review and discuss the 2016 RTIP: Amendment No. 6, focusing on the *TransNet* Program of Projects.

Action: This item was presented for discussion.

11. 2016 REGIONAL TRANSPORTATION IMPROVEMENT PROGRAM: AMENDMENT NO. 7 — ADMINISTRATIVE MODIFICATION (DISCUSSION)

On September 23, 2016, the Board of Directors adopted the 2016 RTIP, the multiyear program of proposed major transportation projects in the San Diego region, covering the period FY 2017 to FY 2021. SANDAG is processing this amendment due to timing-related issues.

The Transportation Committee is scheduled to approve this amendment at its July 21, 2017, meeting.

Ms. Alpert presented the item and asked the ITOC to review and discuss the 2016 RTIP: Amendment No. 7, focusing on the *TransNet* Program of Projects.

Action: This item was presented for discussion.

12. FUTURE MEETING SCHEDULE (INFORMATION)

The next regular ITOC meeting is scheduled for Wednesday, August 9, 2017, at 9:30 a.m.

13. ADJOURNMENT

Chair Halpern adjourned the meeting at 11:15 a.m.

**INDEPENDENT TAXPAYER OVERSIGHT COMMITTEE
 MEETING ATTENDANCE FOR JULY 12, 2017**

JURISDICTION	NAME	ATTENDED
Finance/Budgeting	Stewart Halpern, Chair	Yes
Biology/Environmental	Dustin Fuller, Vice Chair	Yes
Right-of-Way Acquisition	Kaitlin Arduino	Yes
Contractor/Construction	Brad Barnum	Yes
Licensed Engineer	Kai Ramer	Yes
Licensed Civil/Traffic Engineer	Jonathan Tibbitts	Yes
Private Sector	Dick Vortmann	Yes
ADVISORY MEMBERS (ATTENDANCE NOT COUNTED FOR QUORUM PURPOSES)		
San Diego County Auditor's Office	Tracy Drager (First Alternate)	No
SANDAG STAFF MEMBERS		
José Nuncio, <i>TransNet</i> Department Director Ariana zur Nieden, Senior <i>TransNet</i> Program Manager		