



Santa Cruz County
Regional Transportation Commission

AGENDA

Thursday, June 01, 2023
9:00 a.m.

In-Person Meeting

Board of Supervisors Chambers
701 Ocean Street, Room 525
Santa Cruz, CA 95060

Remote Participation (see page 5 for more information)

RTC Zoom

<https://us02web.zoom.us/j/85406910971>

Dial-in: +1 564-217-2000

Webinar ID: 854 0691 0971

Accessibility: See last page for details.

En Español: Para servicios de traducción al español, diríjase a la última página.

Agendas Online: <https://sccrtc.org/meetings/commission/agendas/>

COMMISSION MEMBERSHIP

Caltrans (ex-officio)

City of Capitola

City of Santa Cruz

City of Scotts Valley

City of Watsonville

County of Santa Cruz

County of Santa Cruz

County of Santa Cruz

County of Santa Cruz

County of Santa Cruz

Santa Cruz Metropolitan Transit District

Santa Cruz Metropolitan Transit District

Santa Cruz Metropolitan Transit District

Scott Eades

Alexander Pedersen

Sandy Brown

Randy Johnson

Eduardo Montesino

Felipe Hernandez

Justin Cummings

Zach Friend

Manu Koenig

Bruce McPherson

Kristen Brown

Vanessa Quiroz-Carter

Mike Rotkin

The majority of the Commission constitutes a quorum for the transaction of business.

1. Roll call
2. Approve AB2449 requests
3. Additions or deletions to consent or regular agendas
4. Oral communications

Any member of the public may address the Commission on any item within the jurisdiction of the Commission that is not already on the agenda. The Commission will listen to all communication, but in compliance with State law, it may not take action on items that are not on the agenda.

Speakers are requested to state their name clearly so that it can be accurately recorded in the minutes of the meeting.

CONSENT AGENDA

All items appearing on the consent agenda are considered to be minor or non-controversial and will be acted upon in one motion if no member of the RTC or public wishes an item be removed and discussed on the regular agenda. Members of the Commission may raise questions, seek clarification or add directions to consent agenda items without removing the item from the consent agenda as long as no other Commissioner objects to the change.

MINUTES

5. Accept draft minutes of the March 23, 2023 Measure D Taxpayer Oversight Committee meeting
6. Accept draft minutes of the April 20, 2023 Interagency Technical Advisory Committee meeting
7. Approve draft minutes of the May 04, 2023 Regional Transportation Commission meeting
8. Accept draft minutes of the May 8, 2023 Bicycle Advisory Committee meeting
9. Accept draft minutes of the May 18, 2023 Interagency Technical Advisory Committee meeting

POLICY ITEMS

No consent items

PROJECTS and PLANNING ITEMS

10. Approve the draft final fiscal year (FY) 2023-24 RTC work program (Resolution)
11. Approve amending the Highway 9/San Lorenzo Valley (Hwy9/SLV) Complete Streets Corridor Plan to fulfill the federal requirements of a Safe Streets for All Safety Action Plan (Resolution)
12. Adopt Scope of Work and Specifications for the Phase 2 Debris Removal and Erosion Control Project (Resolution)
13. Approve authorizing the Executive Director to amend a contract with the County of Santa Cruz for the Highway 1 Auxiliary Lanes and Bus on Shoulder Project between Bay/Porter to State Park Drive (Resolution)
14. Approve authorizing the Executive Director to amend a contract with Moss, Levy, Hartzheim, LLP (Resolution)
15. Approve authorizing the Executive Director to amend a contract with Harris & Associates for Environmental Permitting for maintenance activities along the Santa Cruz Branch Rail Line (SCBRL) right-of-way (Resolution)

BUDGET AND EXPENDITURES ITEMS

16. Accept status report on Transportation Development Act (TDA) revenues
17. Accept status report on Measure D revenues
18. Accept FY2020/21 and FY2021-22 Single Audit Reports prepared by Moss, Levy, & Hartzheim for the RTC

ADMINISTRATION ITEMS

19. Approve the FY2023-24 Transportation Development Act (TDA) Claim for RTC administration and planning
20. Approve rejecting a claim

INFORMATION/OTHER ITEMS

21. Accept monthly meeting schedule
22. Accept correspondence log

23. Accept letters from RTC committees and staff to other agencies
 - a. May 9, 2023 Letter to California Legislators Re: Request for Funding for SCCRTC Priorities in the State Budget
24. Accept information items
 - a. Public meeting requirements under the Brown Act and AB 2449
 - b. Letter to Caltrans District 5 Re: 2023 International Conference on Ecology and Transportation (ICOET) Stewardship Award for Local/State/Provincial Organizations

REGULAR AGENDA

25. Commissioner Reports – oral reports
26. **Director's Report** – oral report
(Guy Preston, Executive Director)
27. Caltrans Report
 - a. Santa Cruz County highway project updates
28. PUBLIC HEARING 9:30 A.M.: Highway 1 Auxiliary Lanes and Bus on Shoulder from State Park Drive to Freedom Boulevard and Coastal Rail Trail Segment 12 Project Environmental Impact Report/Environmental Assessment
(Sarah Christensen, Senior Transportation Engineer)
 - a. Staff Report
29. Potential GO Santa Cruz County Bicycle Incentives
(Amanda Marino and Amy Naranjo, Transportation Planners)
 - a. Staff Report
30. Review of items to be discussed in closed session

CLOSED SESSION

31. Conference with Labor Negotiators (Pursuant to Government Code Section 54957.6)

Agency Designated Representatives: Guy Preston and Jesse Lad

Employee Organizations: CORE and RAMM

OPEN SESSION

32. Report on items discussed in closed session

33. Next meetings

The next RTC meeting is scheduled for Thursday, August 03, 2023 at 9:00 a.m. at the County Board of Supervisors Chambers located at 701 Ocean St., Room 525, Santa Cruz, CA 95060.

The next Transportation Policy Workshop meeting is scheduled for Thursday, June 15, 2023 at 9:00 a.m. by Zoom teleconference.

HOW TO REACH US

Santa Cruz County Regional Transportation Commission
1101 Pacific Avenue, Suite 250 Santa Cruz, CA 95060
phone: (831) 460-3200 / email: info@sccrtc.org

LIVE BROADCASTS

Meetings of the RTC are broadcast live by Community Television of Santa Cruz. More information about channels and schedule can be found online (www.communitytv.org) or by calling (831) 425-8848.

AGENDA PACKETS

Complete agenda packets and all documents relating to items on the open session are posted online at <https://sccrtc.org> at least 72 hours prior to the meeting. Sign up for E-News updates at sccrtc.org/about/esubscriptions/

COMMENTS FROM THE PUBLIC

Items on the agenda: Written comments received by 9:00 a.m. on Wednesday before the meeting will be posted to the RTC website by 2:00 p.m. that same afternoon to allow time for Commissioner review. The opportunity to make oral comments is offered prior to the discussion period of each item.

Items not on the agenda: Written comments on topics within **the RTC's** jurisdiction, but not on the agenda, that are received during the monthly correspondence period will be posted to a public document. The

*correspondence period cut-off is 12:00 p.m. on the second Monday prior to the RTC meeting. A link to that document is provided in the Correspondence **Log of that month's meeting.** The opportunity to make oral comments to the Commission on such topics is offered during Oral Communications.*

REMOTE PARTICIPATION

The public may participate in the meetings of the Regional Transportation Commission (RTC) in person or remotely via the provided Zoom link. If technical difficulties result in the loss of communication for remote participants, the RTC will work to restore the communication; however, the meeting will continue while efforts are being made to restore communication to the remote participants.

PARTICIPACIÓN REMOTAMENTE

El público puede participar en las justas de la Commission Regional de Transporte (RTC) en persona o remotamente a través del enlace Zoom proporcionado. Si problemas técnicos resultan en la perdida de comunicación con quienes participan remotamente, la RTC hará lo posible por restaurar la comunicación. Pero, la junta continuara mientras se hace lo posible por restaurar la comunicación con quienes participan remotamente.

ACCESSIBILITY

The Santa Cruz County Regional Transportation Commission does not discriminate on the basis of disability and no person shall, by reason of a disability, be denied the benefits of its services, programs, or activities. This meeting location is an accessible facility. If you wish to attend this meeting and require special assistance in order to participate, please contact RTC staff at 460-3200 (CRS 800/735-2929) at least three working days in advance of this meeting to make arrangements. People with disabilities may request a copy of the agenda in an alternative format. As a courtesy to those persons affected, please attend the meeting smoke and scent-free.

SERVICIOS DE TRADUCCIÓN/ TRANSLATION SERVICES

Si gusta estar presente o participar en esta junta de la Comisión Regional de Transporte del Condado de Santa Cruz y necesita información o servicios de traducción al español por favor llame por lo menos con tres días laborables de anticipo al (831) 460-3200 para hacer los arreglos necesarios. (Spanish language translation is available on an as needed basis. Please call (831) 460-3200 at least three days in advance to make advance arrangements.

TITLE VI NOTICE TO BENEFICIARIES

The RTC operates its programs and services without regard to race, color and national origin in accordance with Title VI of the Civil Rights Act. Any person believing to have been aggrieved by the RTC under Title VI may file a complaint by contacting the RTC at (831) 460-3200 or 1101 Pacific Avenue, Suite 250, Santa Cruz, CA 95060 or online at www.sccrtc.org. A complaint

may also be filed directly with the Federal Transit Administration to the Office of Civil Rights, Attention: Title VI Program Coordinator, East Building, 5th Floor-TCR, 1200 New Jersey Ave., SE, Washington, DC 20590.

AVISO A BENEFICIARIOS SOBRE EL TITULO VI

La RTC conduce sus programas y otorga sus servicios sin considerar raza, color u origen nacional de acuerdo al Titulo VI del Acta Sobre los Derechos Civiles. Cualquier persona que cree haber sido ofendida por la RTC bajo el Titulo VI puede entregar queja con la RTC comunicándose al (831) 460-3200 o 1101 Pacific Avenue, Suite 250, Santa Cruz, CA 95060 o en línea al www.sccrtc.org. También se puede quejar directamente con la Administración Federal de Transporte en la Oficina de Derechos Civiles, Atención: Coordinador del Programa Titulo VI, East Building, 5th Floor-TCR, 1200 New Jersey Avenue, SE, Washington, DC 20590.



Santa Cruz County
Regional Transportation Commission
Measure D Taxpayer Oversight Committee



DRAFT MI NUTES
Wednesday, March 23, 2023
6:00 p.m.
Location: RTC Office

Taxpayer Oversight Committee Members

Representing	Name
Supervisory District 1	Gail Jack
Supervisory District 2	David Culver
Supervisory District 3	Philip Hodsdon
Supervisory District 4	Trina Coffman Gomez
Supervisory District 5	Andre Duurvoort, Chair

1. Call to Order: Committee Chair Duurvoort called the meeting to order at 6:06 p.m.
2. Roll Call/Introductions

Members Present:

Gail Jack, District 1
David Culver, District 2
Philip Hodsdon, District 3
Andre Duurvoort, District 5

Member Attended Via
Zoom:

Trina Coffman Gomez, District 4

RTC Staff:

Rachel Moriconi, Senior Transportation Planner
Shannon Munz, Communications Specialist
Tracy New, Director of Finance and Budget

Guests:

Selena Andrews, Finance Manager, City of Scotts Valley
Jesus Bojorquez, Program Director, Community Bridges/Lift Line
Raymon Cancino, CEO, Community Bridges/Lift Line
Beverly DesChaux, President, Electric Vehicle Association Central Coast, member of the public
Marissa Duran, Finance Director, City of Watsonville

Chuck Farmer, CFO, METRO
Murray Fontes, Assistant Director of Public Works, City of Watsonville
Christine Hicks, Fiscal Officer, County 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
Doug Underhill, Chief Financial Officer, Community Bridges/Lift Line
Steve Weisner, Assistant Director of Public Works, County of Santa Cruz

3. Consider AB2449 request(s) to participate in the meeting remotely due to emergency circumstances (a physical or family medical emergency that prevents a member from attending in person): None. Member Trina Coffman Gomez attended the meeting via Zoom but did not participate due to an AB2449 circumstance.
4. Oral communications: None
5. Additions, deletions, or other changes to consent and regular agenda: None

CONSENT AGENDA

A motion (Duurvoort/Hodsdon) was made to approve the consent agenda. The motion passed with members Duurvoort and Hodsdon voting in favor and members Jack and Culver abstaining.

6. Approve Minutes of the April 6, 2022 Oversight Committee Meeting

REGULAR AGENDA

7. Overview of Committee Purpose, Scope of Responsibilities, Membership and Composition and Bylaws

Shannon Munz, RTC communications specialist, gave an overview of the committee's roles and responsibilities per Section 32 of the Measure D Ordinance. The committee reviews the annual independent fiscal audit of the expenditures of Measure D funds and issues an annual report on its findings. She discussed how the Measure D Oversight Committee is subject to the committee bylaws and description included in the RTC's Rules and Regulations. She went over the purpose, responsibilities and membership of the committee as covered in the Rules and Regulations. She also discussed the state requirements to satisfy the Brown Act and establishing a quorum under AB2449.

8. Fiscal Year 2021/2022 (FY21/22) Measure D Audits and Expenditure Reports for Direct Recipient Agencies

Rachel Moriconi, Senior Transportation Planner, provided an overview of Measure D and a summary of the FY21/22 fiscal audits and expenditure reports from Measure D recipient agencies: cities of Capitola, Scotts Valley and Watsonville, the County of Santa Cruz, Santa Cruz Metropolitan Transit District (METRO), 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 the expenditure reports and audits from Measure D recipient agencies include information that is required in the ordinance as well as additional information requested by the committee in the past to help provide as much transparency as possible into how the funds are being spent.

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 the cities of Capitola, Scotts Valley and Watsonville, the County of Santa Cruz, METRO, and Community Bridges/Lift Line discussed the various projects they used their formula shares of Measure D funds on in FY21/22. These projects included: local roadway repairs, bike facility improvements, bike and pedestrian safety education, and safe routes to school. Funds were also used by METRO to provide more frequency in service on several existing routes and to sustain Paracruz service, and by Lift Line to complete renovations and improvements at its operations facility. At the next meeting, audits from the City of Santa Cruz and on regional projects overseen by the RTC will be reviewed and discussed.

Committee member Hodsdon commented on carryover balances stating that the audits from recipient agencies need to more clearly explain these balances and the plan for future use of these funds.

Ms. Moriconi responded that each recipient agency also prepares a Measure D 5-year plan, including in the annual reports, that does identify how they plan to use their carryover balances.

Committee member Hodsdon requested that this information also be clearly stated in the audits.

Committee Chair Duurvoort commented that the committee should be checking the 5-year plans each year to ensure that those projects are moving forward.

9. 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 FY21/22 report, including any additional information they would like it to include.

Committee members said they liked how the report was done last year with the addition of new sections on carryover balances, future projects, and how Measure D funds are being used to leverage more money. Members said they would think more about this year's report and any additional information they would like to include and provide more direction to staff at the next committee meeting.

7:35 p.m. Committee member Gail Jack left the meeting.

10. Election of Officers: Committee Chair and Vice Chair

Chair Duurvoort was nominated for the chair position for a second term and member Hodsdon was nominated for the vice-chair position. A motion was made (Culver/Hodsdon) to elect member Duurvoort as chair and member Hodsdon as vice chair. The motion passed unanimously with committee members Culver, Duurvoort and Hodsdon voting in favor. Members Jack and Coffman Gomez were absent.

11. Committee Member and Staff Comments or Questions: None

12. Public Comment on Matters Not on the Agenda: None

13. Next meetings – RTC staff member Shannon Munz to send a Doodle poll to identify dates/times for the next meeting.

14. Adjourn: The meeting adjourned at 7:48 p.m.



Santa Cruz County Regional Transportation Commission
Interagency Technical Advisory Committee (ITAC)

MINUTES

Thursday, April 20, 2023, 1:30 p.m.

In Person: RTC Conference Room
1101 Pacific Ave, Ste 250, Santa Cruz, CA

Remote: Zoom

ITAC Members Present:

Capitola Public Works & Community Development Proxy	Kailash Mozumder
Santa Cruz Public Works	Matt Starkey
Santa Cruz Planning	Claire Gallogly
Scotts Valley Public Works and Planning Proxy	Chris Lamm
Watsonville Public Works and Planning Proxy	Murray Fontes
County of Santa Cruz Public Works and Planning Proxy	Steve Wiesner
Association of Monterey Bay Area Governments	Chris Duymich
California Department of Transportation (Caltrans)	Paul Guirguis
Santa Cruz Metropolitan Transit District and 1 Proxy	John Uργο

Committee Members/Alternates Attending Remotely:

Non-voting/Did not count towards quorum or meet AB2449 requirements

Georgina Arias, University of California at Santa Cruz (UCSC)

Piet Canin, Ecology Action-Transportation

Paul Hierling, AMBAG (alternate)

Excused Absences:

City of Watsonville Community Development: Justin Meek

RTC Staff Present - In Person: Rachel Moriconi, Amy Naranjo

RTC Staff Participating Remotely: Brianna Goodman, Tommy Travers

Others Present:

Arnold Shir, County Public Health

Theresia Rogerson, County Public Health

Brian Peoples, Trail Now

Faina Segal, Friends of the Rail & Trail (in person)

Nadene Thorne, Greenway Committee

1. Call to Order: Chair Kailash Mozumder called the meeting to order at 1:30p.m.
2. Roll Call/Introductions: Introductions were made.

3. Consider AB2449 request(s) for voting members to participate in the meeting remotely: None
4. Additions, deletions, or changes to consent and regular agendas: Presentations for Item 7 and Item 8 were posted on the [ITAC meeting webpage](#) after the meeting.

CONSENT AGENDA

Committee members approved a motion (Gallogly/Lamm) approving the consent agenda (8-0), with Matt Starkey abstaining.

5. Approved Minutes of the March 16, 2023, ITAC meeting

REGULAR AGENDA

6. Status of transportation projects, programs, studies, and planning documents

ITAC members and RTC staff provided updates on projects, programs, studies, planning efforts, and storm damage.

Scotts Valley: Chris Lamm reported that they have been focused on storm damage, which resulted in delays to bidding some other projects. The Bean Creek Road repaving project is expected to go out to bid in April. City Council is expected to review the Measure D 5-year plan and Capital Improvement Program (CIP) at its mid-May or early June meeting.

Watsonville: Murray Fontes reported that the city has issued the notice of completion for the Lincoln St pedestrian safety project. The city will be starting construction on RTC-funded Freedom Boulevard reconstruction and citywide maintenance projects. A new public works director is being hired. Murray noted that the County's storm response on West Beach St was well done. He also reported that the city is hosting an Earth Day celebration, which will include a complete streets demonstration.

METRO: John Urgo reported that METRO is offering free rides countywide on Earth Day (flyer included with the meeting packet). He reported that METRO hosted a 3-day workshop with stakeholders as part of the Reimage METRO comprehensive analysis of transit service scenarios. He also reported that the YouthCruz free rides has resulted in an 25% increase in youth riders in March 2023.

Santa Cruz: Claire Gallogly reported that the city is holding a meeting on West Cliff Drive at 5:30pm on April 27th at London Nelson Center. The city

and UCSC plan to launch the new bikeshare program in June, with bikeshare expected to be launched in other jurisdictions soon after that. The city is scheduled to consider Measure D 5-year plan updates in May and June. Pedestrian and bicycle facility upgrades on Bay St between Escalona Dr. and Nobel Dr. are scheduled to start this summer. The Murray St bridge project construction is expected to go to bid soon.

Matt Starkey reported that construction is going well for Segment 7 Phase 2. The Ocean St. rehabilitation project is starting construction soon and expected to be finished in June. Entry and widening the medians is part of a separate beautification project. West Cliff Dr. initial repairs are expected to start early this summer.

Caltrans: Paul Guirguis reported that several projects were paused due to weather, but will be restarting soon. He recommended keeping an eye out for news releases, twitter notices, referencing the Caltrans online [QuickMaps](#) and [mobile application](#) for the latest construction and lane closure information. It was discussed that the Highway 9/Holiday slide area is scheduled to be briefly closed in order to complete work needed to restore 2-way traffic by April 26. Murray Fontes requested and Paul agreed to follow up with information on when the SR1/Pajaro River repairs are scheduled.

County of Santa Cruz: Steve Wiesner reported that the county continues to make storm damage repairs. He indicated that this year there was more damage due to culvert failures and flooding compared to storm damage in prior years, though there are a similar number of storm damage sites. The County anticipates awarding a contract for the Soquel Drive buffered bike lanes and rehabilitation project at its May 16 board meeting. The County has also awarded a contract for 2023 resurfacing projects. The County is also planning to construct the Green Valley Road multi-use path reconstruction, San Andreas Road Resurfacing, Holohan/152 intersection and projects this summer.

Capitola: Kailash Mozumder reported that the 41st Avenue adaptive signal and Clares Street projects have been completed. Design for the Kennedy Road sidewalks project is under contract. He reported that staff walked the Capitola Road project area with Elderly and Disabled Transportation Advisory Committee (E&D TAC) representatives which was very helpful. He noted that storms have resulted in more potholes.

Ecology Action: Piet Canin reported that White House staff contacted EA about its program installing EV charging at apartments. He reported that there will be an EV information booth at the Watsonville Earth Day festival and several EVs will be available to test drive the Earth Day event in Seaside. He also reported that May is Bike Month, which is funded by RTC and several local agencies and other sponsors. A flyer for Bike Month was

included in meeting packet.

UCSC – Georgina Arias reported that UCSC is looking forward to the launch of the new bikeshare program.

SCCRTC – Rachel Moriconi reported that the RTC adopted a resolution of appreciation for crews that responded to the extraordinary storms this winter. She thanked agencies for providing information and photos for the presentation. She also reported that the RTC will be holding a public hearing on the annual Transit Unmet Needs list at its May 4 meeting. The RTC held a groundbreaking event for the Highway 1 Soquel-41st Auxiliary Lanes/Bus-on-Shoulder/Chanticleer Ave bike/ped project construction on April 19. Bids for the Highway 1 Bay/Porter-State Park project are due April 27. The draft environmental documents for the Highway 1 Freedom-State Park plus Segment 12 Trail project was released for public review on April 18, 2023, with public hearings scheduled for May 2 and May 4 and comments due June 2, 2023.

Amy Naranjo reported that the RTC also received an update on Cruz511/Go Santa Cruz County programs and directed staff to develop recommendations and a funding plan for a countywide bike rebate program.

7. Health Program Updates

Arnold Shir and Theresia Rogerson from County Public Health presented information on providing safe, healthy, and equitable mobility for all. The presentation included information on best practices to improve safety and public health, the “Safe Systems Approach (SSA)” to road safety, Vision Zero Action Plans, collision information, grant programs available to help agencies reduce crashes, quality of life and health indicator data sources to support grant applications and prioritize projects, and the County Public Health’s Community Traffic Safety Coalition (CTSC) and bike and pedestrian safety education programs. ***Presentation slides have been posted on the ITAC meeting website.***

Committee members discussed some of the information, noting increased focus on fatalities and looking at best practices used by other agencies to reduce crashes.

Public comments: Brian Peoples expressed concern about the rail trail design and stated that he believes rail with trail is infeasible and that the rail trail prevents people on Palm Street from accessing the trail.

8. Caltrans Planning Updates

Paul Guirguis, Caltrans District 5 Planning, provided an overview of several recent and ongoing planning efforts at Caltrans, including information on the Caltrans Freight Mobility Plan 2023 and AMBAG Freight Study, Caltrans System Investment Strategy (CSIS), 2023 State Rail Plan, Caltrans Complete Street planning and implementation process, the Highway 17 Resiliency and Adaptation Plan, and First/Last Mile Transit Connectivity and Mode Shift Study. *Presentation slides have been posted on the ITAC meeting website.*

9. 2023 Low Carbon Transit Operations Program (LCTOP) Recommendations

Rachel Moriconi provided background information on the state Low Carbon Transit Operations Program (LCTOP) program. The ITAC unanimously approved a motion (Fontes/Guirguis) recommending that the RTC board approve Santa Cruz Metropolitan Transit District's (METRO) request to use the region's FY22/23 LCTOP shares on the YouthCruz free fare for youth program and identify future transit and paratransit projects that greenhouse gas emissions. Steve Wiesner suggested that METRO seek funding in future years to add transponders in buses that would allow for bus prioritization at signals along Soquel Drive.

10. San Lorenzo Valley (SLV) Schools Access Study

Brianna Goodman reported that the draft study is available for review and requested that a few ITAC members volunteer to review and provide input on the draft. In addition to County, METRO, and Caltrans staff, Matt Starkey volunteered to review the draft plan.

11. Funding Program Opportunities and Updates

The Committee received information about several upcoming grant opportunities and shared information on potential applications, including:

- a. [Clean California](#): Murray Fontes reported that Watsonville Parks and Art staff are applying for a signage, educational, and art project.
- b. Caltrans Grant Updates
 - Local Assistance Funding Opportunities Workshop on 4/28
 - [Caltrans support letters procedures](#)
- c. USDOT grants: 2023 NOFO schedule
 - Grant Prep Checklist
 - [Charging and Fueling Infrastructure Discretionary Grant Program](#): Piet Canin encouraged agencies to apply and that Ecology Action staff is available to help with applications. He noted there is a regional workgroup focused on EV infrastructure.

- [Safe Streets and Roads for All \(SS4A\)](#)
- [Wildlife Crossing Pilot Program](#)
- d. [CA Reconnecting Communities: Highways to Boulevards](#) (RC:H2B) Pilot Program
- e. [CTC-Local Transportation Climate Adaptation Program \(LTCAP\)](#): Kailash Mozumder identified Cliff Drive as a potential candidate.
- f. Other updates
 - The Air District will be soliciting application for AB2766 grants

12. Committee Member and Staff Oral Communications - None

13. Public Comments and Oral Communications on Matters Not on the Agenda – None

14. Next meeting. The next meeting of the ITAC is scheduled for 1:30 p.m. on April 20, 2023.

Chair Mozumder adjourned the meeting at 3:35 p.m.

Minutes prepared by Rachel Moriconi

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Santa Cruz County
Regional Transportation Commission

Draft MINUTES

Thursday, May 4, 2023
9:00 a.m.

In-Person Meeting
Capitola City Council Chambers
420 Capitola Avenue
Capitola, CA 95010

Remote Participation
RTC Zoom
<https://us02web.zoom.us/j/85406910971>
Dial-in: +1 564-217-2000
Webinar ID: 854 0691 0971

1. Roll call.

The meeting was called to order at 9:02 a.m.

Members present:

Sandy Brown	Mike Rotkin
Kristen Brown	Eduardo Montesino
Alexander Pedersen	Larry Pageler (Alt)
Randy Johnson	Andy Schiffrin (Alt)
Manu Koenig	Robert Quinn (Alt)
Felipe Hernandez	Kelly McClendon (Caltrans Ex-Officio)
Bruce McPherson	

Staff present:

Guy Preston	Yesenia Parra
Luis Mendez	Sarah Christensen
Shannon Munz	Krista Corwin
Rachel Moriconi	Tracy New
Grace Blakeslee	Amanda Marino
Cindy Convisser	Matt Schroeder
Stephanie Britt	Brianna Goodman
Tommy Travers	Steven Mattas (RTC Counsel)
Riley Gerbrandt	

2. Approved AB2449 request(s) – *none*
3. Additions or deletions to consent and regular agenda

The following were posted to the website:

- A revised agenda
- The staff report for item 27a
- A handout for item 27a
- A handout for items 27, 28, and 29
- A handout for item 29

4. Oral communications

Due to technical difficulties involving audio in the chambers, oral communications was paused and postponed to a later section of the meeting when the technical issues were resolved.

Received public comment from:

Ed Newman

Michael Saint, Campaign for Sustainable Transportation

Brett Garrett

Jean Brocklebank

Barry Scott

Brian Peoples, Trail Now

Chris O'Connell

CONSENT AGENDA

Due to technical difficulties related to audio, the consent agenda was taken out of order after the Director's Report.

Commissioner Alternate Schiffrin motioned and Commissioner Rotkin seconded the motion to approve the consent agenda. The motion carried unanimously with Commissioners Pedersen, S. Brown, Johnson, Montesino, Hernandez, Koenig, McPherson, K. Brown, Rotkin, and Commissioner alternates Schiffrin, Quinn, and Pageler voting "aye."

MI NUTES

5. Accepted draft minutes of the March 16, 2023 Interagency Technical Advisory Committee meeting
6. Approved draft minutes of the April 06, 2023 Regional Transportation Commission meeting
7. Accepted draft minutes of the April 10, 2023 Bicycle Advisory Committee meeting

8. Accepted draft minutes of the April 11, 2023 Elderly & Disabled Transportation Advisory Committee meeting

POLICY ITEMS

No consent items

PROJECTS AND PLANNING ITEMS

9. Adopted a resolution programming Santa Cruz County's population-formula shares of state Low Carbon Transit Operations Program (LCTOP) funds to Santa Cruz METRO for the YouthCruz program (Resolution 37-23)
10. Approved authorizing the Executive Director to enter into a cost sharing agreement with the Association of Monterey Bay Area Governments (AMBAG) for the 2050 Regional Transportation Plan Environmental Impact Report (Resolution 38-23)

BUDGET AND EXPENDITURES ITEMS

11. Accepted status report on Transportation Development Act (TDA) revenues
12. Accepted status report on Measure D revenues
13. Approved FY23/24 TDA claims for Volunteer Center, Community Bridges, and METRO (Resolution 39-23, Resolution 40-23, Resolution 41-23)
14. Approved FY23/24 TDA claims for the Community Traffic Safety Coalition, the Ride 'n Stride Program, and the Bike to Work Program (Resolution 42-23, Resolution 43-23)
15. Approved amendments to the Fiscal Year (FY) 2022-23 RTC Budget & Work Program and Measure D Budget and 5-Year Program (Resolution 44-23)

ADMINISTRATION ITEMS

16. Accepted FY2021-22 Fiscal Audit for the SCCRTC
17. Accepted FY2021-22 Fiscal Audit for the SCCRTC Measure D Fund
18. Approved appointment to the Elderly & Disabled Transportation Advisory Committee (E&DTAC)

INFORMATION/OTHER ITEMS

19. Accepted monthly meeting schedule

20. Accepted correspondence log
21. Accepted letters from RTC committees and staff to other agencies –*none*
22. Accepted information items
 - a. Public meeting requirements under the Brown Act and AB 2449

REGULAR AGENDA

23. Commissioner Reports

Due to the interruption caused by technical difficulties, this item was heard out of order, following Oral Communications.

Commissioner Hernandez expressed support for the projects on Walker and Lee Road and the trails on the river project.

24. Director's Report

Due to technical difficulties, the Directors Report was taken out of order, following a partial hearing of item 4, Oral Communications. Executive Director Preston delivered updates on:

- Staff attendance at the Association for Commuter Transportation 2023, July 30-August 2 in Seattle, Washington
- Release of the Regional Conservation Investment Strategy in coordination with the Resource Conservation District of Santa Cruz County
- Highway 1 Auxiliary Lane & Bus on Shoulder Project - 41st-Soquel groundbreaking ceremony at site of the future Chanticleer overcrossing
- Impacts to traffic on Highway 1 due to active construction
- Caltrans opened bids for the next phase of the Highway 1 Auxiliary Lane & Bus on Shoulder Project - Bay/Porter to State Park
- Draft Environmental Impact Report released for the Highway 1 Auxiliary Lane and Bus on Shoulder Project – Freedom to State Park Drive and Segment 12 of the Coastal Rail Trail and virtual and in-person open houses
- The California State Transportation Agency (CalSTA) announced funding through the Transit and Intercity Rail Capital Program to Santa Cruz METRO for enhanced bus service and transit center redevelopment and to RTC for the zero-emission passenger rail and trail concept report
- Release of the draft 2023 State Rail Plan

Commissioners discussed: excitement for funding from state agencies in support of transportation projects in Santa Cruz County.

25. Caltrans Report

Kelly McClendon, Deputy District Director for Transportation Planning, delivered announcements regarding road closures and highway work along Highway 9; new program for regional infrastructure accelerators; California's air resources board has passed the world's first regulation to phase out combustion trucks.

Received public comment from:
Michael Saint

In response to a question, Deputy Director McClendon confirmed information about the construction timeline of the Auxiliary Lanes and Bus on Shoulder Project from 41st to Soquel Ave as presented in the project updates table.

26. Received presentation from City of Capitola

Due to technical difficulties, this item was heard out of order following the Director's report. Jessica Kahn, Public Works Director for the City of Capitola, delivered a presentation.

Received public comment from:
Heidy Kellison

Commissioners discussed: appreciation for the outstanding work of public works staff and upcoming road closures.

27. PUBLIC HEARING: 2023 Unmet Transit and Paratransit Needs List

Transportation Planner Amanda Marino delivered the staff report. The public hearing opened at 10:06 a.m.

Received public comment from:
Brian Peoples
Sally Arnold
Barry Scott
Veronica Elsea
Beverly Descheux

Commissioners discussed: possible changes to the unmet needs document to provide more information such as performance metrics, data and narrative; lack of transportation a major barrier to seniors accessing health care; connecting with the Health Improvement Council of Santa Cruz County.

Commissioner Rotkin motioned and Commissioner Sandy Brown seconded the motion to approve the staff recommendation to:

1. Adopt the 2023 Unmet Transit and Paratransit Needs List with revisions as appropriate, following the public hearing; and,
2. Consider unmet transit and paratransit needs as funding becomes available.

The motion carried unanimously with Commissioners Pedersen, S. Brown, Johnson, Montesino, Hernandez, Koenig, McPherson, K. Brown, Rotkin, and Commissioner Alternates Schiffrin, Quinn, and Pageler voting "aye."

- 27a. Approve Amendments to Measure D Five Year Program of Projects and Cooperative Agreement with Caltrans for Highway 1 State Park to Bay/Porter Auxiliary Lanes and Bus on Shoulder Project

Senior Transportation Engineer Sarah Christensen delivered the staff report and responded to Commissioner questions regarding the meaning of "pay-as-you-go capacity" within the context of the 5-year program of projects, and the likelihood of borrowing or financing.

Received public comment from:

Brian Peoples, Trail Now
Michael Saint

Commissioners discussed: challenges of re-bidding the project in the current fiscal climate; costs of building public infrastructure; rate of project delivery commendable; looking forward to highway 1 improvements making a difference in the lives of South County workers & residents.

Commissioner Montesino motioned and Commissioner Kristen Brown seconded the motion to approve Resolution 45-23 to:

1. Program an additional \$4,570,000 of Measure D-Highway Corridors revenues for the Project; and,
2. Authorize the Executive Director to negotiate and execute Amendment 1 to the Cooperative Agreement with Caltrans for the construction component of the Highway 1 Auxiliary Lanes and Bus on Shoulder Project between State Park and Bay/Porter interchanges which

includes replacement of the Capitola Avenue bridge and a new bicycle/pedestrian overcrossing at Mar Vista Drive (Caltrans Coop 05-0419) to add the additional Measure D – Highway Category funding.

The motion carried unanimously with Commissioners Pedersen, S. Brown, Johnson, Montesino, Hernandez, Koenig, McPherson, K. Brown, Rotkin, and Commissioner Alternates Schiffrin, Quinn, and Pageler voting “aye.”

28. Federal Lands Access Program Grant Award and Funding Agreements to Construct the North Coast Rail Trail (Segment 5) from Wilder Ranch to Davenport and Coastal Rail Trail-Cotoni Coast Dairies Overpass Connection

Senior Transportation Planner Grace Blakeslee delivered a presentation and responded to questions regarding location of restrooms along the trail; pedestrian crossing signal at Davenport; decomposed granite maintenance requirements; the project’s construction schedule; the possibility of obtaining funds sooner to start construction.

Received public comment from:

Brian Peoples, Trail Now

Barry Scott

Matt Farrell, Friends of the Rail and Trail

Sky Murphy, Bureau of Land Management

Ryan Sarnataro

Jean Brocklebank

Commissioners discussed: North Coast Rail Trail will greatly improve safety for bicyclists; likely availability of federal funds in the future and RTC’s readiness to apply for federal funds; relevance of cost per mile data of rail trail and highway projects; limited availability of funds for all the county’s transportation needs.

Commissioner Alternate Schiffrin motioned and Commissioner Montesino seconded the motion to approve Resolution 46-23 to:

1. Authorize the Executive Director to negotiate and enter into agreements for Federal Lands Access Program funding and delivery of North Coast Rail Trail (Segment 5) Phases 1 and 2 (trail and parking lots) and Phase 3 (Cotoni Coast Dairies Highway 1 Overpass); and,
2. Amend the Measure D 5-year plan to add \$1.2 million in Measure D-Active Transportation funds to the North Coast Rail Trail (Segment 5) project.

The motion carried unanimously with Commissioners Pedersen, S. Brown, Johnson, Montesino, Hernandez, Koenig, McPherson, K. Brown, Rotkin, and Commissioner Alternates Schiffrin, Quinn, and Pageler voting "aye."

The Commission took a 5-minute recess and reconvened at 11:20 a.m.

29. Coastal Rail Trail Segments 8 and 9 (Pacific Avenue to 17th Avenue)
Environmental Review

Senior Transportation Planner Grace Blakeslee delivered a presentation and responded to questions regarding the action before the Commission; steps of the environmental process that is underway for this project; responsible agency vs implementing agency; and the maintenance and cooperative agreements for the project.

Public Works Director for the City of Santa Cruz Nathan Nguyen provided more information about the cooperative agreement phase with the County and the RTC; and clarified the intentions of the differences between the City's actions and the RTC's actions.

Commissioners discussed: appreciation for staff's flexibility in the face of uncertainty with respect to the optional interim trail & ultimate trail phases; the project's impacts to the environment; likelihood of freight service ever returning; climate change considerations; regulatory risks, i.e. Coastal Commission approval; the designation of rail ties as a historic resource; removal of 380 trees as communicated in EIR, which provide shade and habitat; whether impacts of climate change overwhelm the environmental impacts of the project; CEQA empowers decision-makers to determine whether the benefits of the project outweigh the impacts; whether transit is the solution to climate change; the optional interim phase leaves room for uncertainty as well as flexibility; findings specific to this document; options for the RTC, if it considers that the EIR is not adequate; adequacy of the EIR for segments 8 and 9 in light of the fact that it was not legally challenged; and separate environmental documents being produced for segments 10 and 11, and 12 of the trail.

RTC Counsel Steve Mattas responded to a question regarding the EIR's exposure to litigation, and whether today's action precludes the RTC from making a determination on the optional phase at a later time.

Received public comment from:

Sally Arnold
Ryan Sarnataro
Jean Brocklebank
David Van Brink
Johanna Lighthill

David Dean
Lani Faulkner
Michael Lewis
Sean

Commissioner Rotkin motioned and Commissioner Alternate Hernandez seconded the motion to approve the staff recommendation to:

1. Accept the Segments 8 & 9 Final Environmental Impact Report as adequate for decision making; and,
2. Adopt Findings, Overriding Considerations, and Mitigation Monitoring and Reporting Program for the Ultimate Trail Configuration and the Optional First Phase: Interim Trail.

The motion carried with Commissioners Pedersen, K. Brown, S. Brown, Hernandez, Montesino, Rotkin, McPherson, and Commissioner Alternates Schiffrin and Pageler voting "aye," and Commissioners Koenig, Johnson, and Commissioner Alternate Quinn voting "no."

30. Review of items to be discussed in closed session.

RTC Counsel Steve Mattas reported that there would be no reportable action from the two items discussed during closed session.

CLOSED SESSION

31. Conference with Real Property Negotiators (Pursuant to Government Code Section 54956.8)

Property: 7994 Soquel Drive (APN 039-232-02), 7996 Soquel Drive (APN 039-232-01), Aptos, CA 95003

Agency Negotiators: Guy Preston, Luis Mendez, and Sarah Christensen

Negotiating Parties: SCCRTC and The Oak, LLC Dennis and Julie Ann Jacobsen

Under Negotiations: Price and terms for acquisition of property

32. Conference with Legal Counsel – Existing Litigation (Pursuant to Government Code 54956.9(d)(1))

Name of case: *Santa Cruz County Regional Transportation Commission v. Terrie Kajihara, et. al.* (Case No. 21CV00211)

33. Report on items discussed in closed session

There was no reportable action from the closed session.

34. Next meetings

The next RTC meeting is scheduled for Thursday, June 01, 2023 at 9:00 a.m., at the Santa Cruz County Board of Supervisors Chambers located at 701 Ocean St. Rm. 525, Santa Cruz, CA 95060.

The next Transportation Policy Workshop meeting has been cancelled.

The RTC meeting adjourned at 12:55 p.m.

Respectfully submitted,

Yesenia Parra, Administrative Services Officer

Attendees

Heidy Kellison	Nathan Nguyen
Brian Peoples, Trail Now	(831)***-6833
Michael Saint	(831)***-1255
Michael Lewis	Frank Rimicci
Sky Murphy, BLM	Equity Transit
Murray Fontes, Watsonville DPW	Tim Brattan
Jacob Wysocki	Linda Wilshusen
Barry Scott	Brian
Bob Fifield	Aaron
Piet Canin, Ecology Action	Paul Hierling
Brett Garrett	Paul Guirguis, Caltrans
David <3 Car-free Nature	Joni
Christina Witt	PK
Veronica Elsea	Jesus Bojorquez
Kate Elliot	Ryan Sarnataro
Jean Brocklebank	Rob Tidmore
Nadene Thorne	Sean
Johanna Lighthill	Linda Hitchcock
Jeanette Guire RC RR	Dianne D
Ben Vernazza	(831)***-1847
Theresia Rogerson	Matt Machado
David Dean	Jim MacKenzie
Wondimu Mengistu	Petra Mottishaw
John Urgo	



**Santa Cruz County Regional
Transportation Commission**

BICYCLE ADVISORY COMMITTEE

MEETING

DRAFT MINUTES
Monday, May 8, 2023
6:00 pm to 8:30 pm

This meeting was held in person at the RTC Offices, 1101 Pacific Ave, Suite 250, Santa Cruz.
Remote participation was via Zoom and followed AB 2449 requirements.

1. Call to Order: Chair Amelia Conlen called the meeting to order at 6:02 pm.

2. Introductions

Members Present, in Person:
Scott Roseman, District 1
John Hunt, District 2
Sally Arnold, District 3
Anna Kammer, District 4
Theresia Rogerson, District 5 (Alt.)
Matt Farrell, City of Santa Cruz
Richard Masoner, City of Scotts Valley
Gina Cole, City of Watsonville
Amelia Conlen, Ecology Action, Chair
Matt Miller, Ecology Action (Alt.)

Staff:
Tommy Travers, Transportation Planner
Stephanie Britt, Transportation Planning
Technician
Amy Naranjo, Transportation Planner
Amanda Marino, Transportation Planner

Guests:
Patrice Theriot, City of Watsonville
Madilyn Jacobsen, Caltrans District 5
Michael Pisano – E&D TAC member

Members Remote Voting under Just
Cause or Emergency:
Arnold Shir, CTSC (Alt.) (Just cause)

Members Remote, Not Voting:
Brad Kava, District 2
Peter Scott, District 3 (Alt.)
Rick Hyman, District 5
Paula Bradley, City of Capitola

Unexcused Absences:

Excused Absences:
Corrina McFarlane, District 1 (Alt.)
Liz Hernandez, District 4 (Alt.)
Grace Voss, City of Santa Cruz (Alt.)
Drew Rodgers, City of Watsonville (Alt.)

Vacancies:
City of Capitola - Alternate
City of Scotts Valley - Alternate

3. Consider any AB 2449 requests by voting members to participate remotely.

4. Staff announcements –

- Staff announced that, as presented at the May RTC meeting, the North Coast Rail Trail is now fully funded. Construction could begin next year.
- Partial funding for the environmental work for the rail and trail project to construct the remaining segments of the Coastal Rail Trail was awarded by the state.
- May is bike month and there are a variety of activities planned.

5. Oral communications –
 - Richard Masoner will likely resign from the committee later this year, leaving no representative for Scotts Valley.
 - Matt Miller announced that bike month is off to a rainy start. There is a bike challenge available and there will be various activities. The website is www.letsmodo.org/bike-month
6. Additions or deletions to consent and regular agendas – None

CONSENT AGENDA

A motion (Masoner/Roseman) was made to approve the consent agenda, and the motion passed unanimously with members Roseman, Hunt, Arnold, Kammer, Rogerson, Farrell, Masoner, Cole, Conlen, and Shir voting in favor.

7. Approved draft minutes of the April 10, 2023, Bicycle Advisory Committee Meeting
8. Received summary of hazard reports

REGULAR AGENDA

9. Received the Pajaro Valley High School Access Project – presented by Patrice Theriot, City of Watsonville and Madilyn Jacobsen, Caltrans District 5.
 - Patrice Theriot presented the Harkins Slough Rd proposal to widen the sidewalk and a separated bidirectional bike lane, or cycle track. This included the intersection of Green Valley Rd and Harkins Slough Rd. Protected intersection improvements will have partial bulb outs; however, portions will be limited to street grade roughened texture due to the need to address the turning radius for trucks. The driveway road into Pajaro Valley High School will receive speed bumps. The project will also include upgrades to crosswalks adjacent to the neighboring middle and elementary schools for ADA accessibility and improvements to ramps with bulb outs to shorten crosswalks.
 - Committee members asked whether the intersection of Green Valley Rd and Harkins Slough Rd will direct cyclists turning left. Ms. Theriot explained that cyclists will need to ride along the perimeter of the intersection along the “crossbikes.” Committee members expressed concern about the segment of the intersection that is within Caltrans right-of-way that will not be addressed with any improvements considering the level of traffic on that portion of the intersection, commented that this could be a potential roundabout opportunity, confirmed that there will be street sweeping on the cycle track, and asked that the cycle track and the future Lee Road trail connect to each other and into the high school.
10. Provided input for SCCRTC e-bike and bikeshare incentives – presented by – Amanda Marino and Amy Naranjo, Transportation Planners
 - Amy Naranjo presented a draft proposal for an SCCRTC E-bike incentive program which could: encourage bicycling, increase access to electric bikes, and help reduce greenhouse gas emissions. Current bike rebate programs available are through Go Santa Cruz Downtown and to City of Santa Cruz

employees. The RTC is currently working on possibly expanding the program county-wide. Additionally, there are other upcoming E-bike incentive programs managed by the California Air Resources Board and the Monterey Bay Air Resources District, and a proposed federal E-Bike Act of 2023.

- The proposal in its current form could fund an estimated 300-320 point of sale vouchers: \$200 vouchers for regular bikes, \$800 for electric bikes, and up to \$1,200 for an electric cargo or adaptive bike. The vouchers are proposed to exclude Class 3 e-bicycles due to the high speeds they can reach and safety concerns. The program would complement the regional bike share program and provide bikeshare incentives such as discount codes once the bike share program launches. Eligibility requirements include being at least age 18, income level, and a required safety course. Eligible retailers are limited to local brick and mortar shops. So far there are 9 retailers involved. This program will help address that 30% of people in the county don't own cars. Financing makes this much more attainable, and zero- or low-interest loans for the remaining purchase price may be available. The program will reach out to Spanish-speaking communities.

Several members of the committee expressed general support for the program. Members provided many questions and comments including the following:

- Not to limit the voucher to only one per household.
- A Class 3 exclusion may not work for south county residents that may need to travel farther to reach jobs.
- A Class 3 exclusion may help to improve safety especially for pedestrians on shared use paths.
- Consider an income tiered program, and/or increase the maximum income limit, to reach more people who are rent-burdened but may not earn less than the maximum.
- Consider more focus on regular bikes.
- Consider not including regular bikes in the program.
- Travel to UCSC is especially improved by access to ebikes.
- Concern that people living in apartments or other low-income neighborhoods may find secure storage of ebikes to be a problem. Consider a program to purchase ebikes with safe storage collectively shared by a group of residents.
- More places of employment and other locations need to be incentivized to allow secure indoor bike parking.
- Reach out to more people in south county to increase participation.

11. Received the construction safety for roadwork and encroachments affecting bikeways presented by – Committee members.

- Staff introduced the item and stated that an agenda item was created based on recent bike committee meeting comments. The staff report is based on the comments and considerations of the committee members and staff and may move forward with a subcommittee to create a shorter document with specific recommendations.

Committee members discussed and commented that:

- A key issue is that signage that blocks the bike lane and unnecessarily warns about construction for a significant distance away from the construction zone.
- The committee should develop a template of regulations for appropriate signage and guidelines that must be followed to protect cyclists around construction zones.
- We approach an unprecedented period of construction in the county and improvements are needed.
- The committee should meet with public works departments to see if current and proposed rules make sense and to talk about the construction companies that are hired to do the work. Frame the issue as “complete streets” where bicyclists and pedestrians are treated equal to drivers, connect with construction workers, and use the CTSC document as a good source to determine what is logical/safe.
- A subcommittee would be good for a research project to determine existing regulations and recommend improvements. Need to connect with ITAC and E&D TAC
- The Chair established an ad-hoc subcommittee to continue the topic: Roseman, Cole, Farrell, Masoner, Shir or maybe Jed.

12. Committee members provided updates related to Committee Functions

- Theresia Rogerson reminded the Committee that the Complete Streets comments for Caltrans DIB-94 are due May 10th, and she inquired when the subcommittee on the SLV schools circulation project will meet again.

13. Adjourn – 8:33pm

NEXT MEETING: The next Bicycle Committee meeting is scheduled for June 12, 2023, from 6:00pm to 8:30pm in hybrid format.

Minutes respectfully prepared and submitted by:
Stephanie Britt, Transportation Planning Technician



Santa Cruz County Regional Transportation Commission
Interagency Technical Advisory Committee (ITAC)

DRAFT MINUTES

Thursday, May 18, 2023, 1:30 p.m.

In Person: RTC Conference Room
1101 Pacific Ave, Ste 250, Santa Cruz, CA

Alternate Location: Caltrans-50 Higuera St, Rm 125, San Luis Obispo, CA
Online: Zoom

ITAC Members Present:

Capitola Public Works & Community Development Proxy	Kailash Mozumder
Santa Cruz Public Works	Kevin Crossley
Santa Cruz Planning	Claire Gallogly
Scotts Valley Public Works and Planning Proxy	Chris Lamm
Watsonville Public Works	Murray Fontes
Watsonville Planning	Justin Meek
Association of Monterey Bay Area Governments	Chris Duymich
California Department of Transportation (via zoom)	Orchid Monroy-Ochoa
Santa Cruz Metropolitan Transit District and 1 Proxy	John Urgo

Non-Voting Committee Members/Alternates Attending Remotely:
(Did not meet AB2449 requirements)

Georgina Arias, University of California at Santa Cruz (UCSC)
Casey Carlson, County Public Works
Piet Canin, Ecology Action-Transportation
Paul Hierling, AMBAG (alternate)
Anais Schnek, County Planning
Pete Rasmussen, METRO

RTC Staff Present - In Person: Sarah Christensen, Amy Naranjo, Guy Preston, Brianna Goodman

RTC Staff Participating Remotely: Amanda Marino, Rachel Moriconi, Tommy Travers

Others Present In-Person:

Jean Brocklebank
Kevin Lewis

Others Participating Remotely

Chris Gregerson, Kimley-Horn (County VMT Consultant)
Ayberk Kocatepe, Kimley-Horn (County VMT Consultant)
Michael Schmitt, Kimley-Horn (County VMT Consultant)

Teresa Buika, UCSC
Matt Miller, Ecology Action-Transportation
Michael Pisano, E&DTAC
Faina Segal, Friends of the Rail & Trail
Nadene Thorne, Greenway Committee

1. Call to Order: Chair Kailash Mozumder called the meeting to order at 1:35p.m.
2. Roll Call/Introductions: Introductions were made. Claire Gallogly introduced Kevin Crossley as the new Assistant Director of Public Works/City Engineer and ITAC alternate.
3. Consider AB2449 request(s) for voting members to participate in the meeting remotely: None. It was noted that Orchid Monroy-Ochoa is attending under regular Brown Act rules as the Caltrans office was noticed on the agenda as an alternate location open to the public. Other committee members and alternates on zoom did not meet AB2449 requirements and were not eligible to vote or count towards quorum.
4. Additions, deletions, or changes to consent and regular agendas: Rachel Moriconi noted that the presentation for Item 8 is posted on the [ITAC meeting webpage](#). Item 10 was moved before Item 9. (*Slides for Item 9 were posted after the meeting.*)
5. Oral Communications on Matters Not on the Agenda: None

CONSENT AGENDA

6. Approved Minutes of the April 20, 2023, ITAC meeting

The Committee unanimously approved a motion (Gallogly/Lamm) approving the consent agenda, with members Crossley, Duymich, Fontes, Gallogly, Lamm, Monroy-Ochoa, Mozumder, and Urgo voting "yes". (*Committee member Meek was not present for the vote.*)

REGULAR AGENDA

7. Status of transportation projects, programs, studies, and planning documents

ITAC members and RTC staff provided updates on projects, programs, studies, planning efforts, and storm damage.

Capitola: Kailash Mozumder reported that the Kennedy Road sidewalks project started construction, with roadway repaving anticipated in

conjunction with a Soquel Water District project. The Capitola Road (30th-41st Avenue) paving project is scheduled to be advertised within the next two months.

Santa Cruz: Claire Gallogly reported that the new bikeshare program is scheduled to launch in the City of Santa Cruz and UCSC on June 20th, with bike docking stations installed in several locations citywide. The Downtown-Beach summer shuttle will start operating on Memorial Day weekend. Laurel Street construction is scheduled to be completed before the end of the month. Pedestrian and bicycle facility upgrades on Bay St between Escalona Dr. and Nobel Dr. are scheduled to start this summer. The Murray St bridge project construction is expected to go to bid soon.

In response to questions from attendees, agencies reported that launch of bikeshare in Capitola, Watsonville and unincorporated parts of the county, including Cabrillo College, is anticipated in early 2024, pending agreements and permit processes for each agency. Scotts Valley has not decided about adding bikeshare.

METRO: John Urgo reported that METRO received a Transit and Intercity Rail Capital Program (TIRCP) grant for new hybrid buses, rapid bus enhancements along the Watsonville-Santa Cruz corridor, and a Watsonville Transit Center/affordable housing project. The Pacific Station project is scheduled to break ground in December 2023. The RTC and METRO approved Low Carbon Transit Operations Program (LCTOP) funds for two additional years for the YouthCruz free rides program, which has resulted in 100% growth in youth ridership since its launch and the most significant growth on weekends.

Watsonville: Murray Fontes reported that the city plans to build the Lee Road trail and bike/pedestrian bridge on Harkins Slough Road over Highway 1 next year. The Freedom Boulevard Reconstruction project from Alta Vista to Green Valley Road is underway with paving scheduled for June; the new traffic signal at Sydney Ave. may be delayed to October due to supply chain issues. Watsonville is hosting the APWA Monterey Bay Chapter Public Works Week barbeque on 5/24/23 at its water treatment plant. Murray was promoted to Assistant Director of Public Works/City Engineer.

Scotts Valley: Chris Lamm reported that the Bean Creek Road repaving project is out to bid. Staff will present the pavement management program update to City Council in June.

County of Santa Cruz: Casey Carlson reported that the county has around 200 storm damage sites and has completed emergency repairs at 15 locations. The County is awarding a contract for the Soquel Drive buffered bike lanes and rehabilitation project. The County's Emergency Routes paving

project on Alba and Empire Grade will start construction in June. The County is also planning to construct the Green Valley Road multi-use path reconstruction mid/late summer, and construct countywide paving including San Andreas, Buena Vista, Quail Hollow Road and downtown Felton - this summer. The Holohan/152 intersection is expected to start construction in late summer/fall.

AMBAG: Chris Duymich reported that the AMBAG board is expected to adopt REAP 2.0 guidelines in June. She encouraged agencies to reach out to Paul Hierling with project ideas and questions and to use the funds.

Caltrans: Orchid Monroy-Ochoa shared that a workshop will be held in Seaside on the California Emerging Technology Fund: Broadband-for-All program.

UCSC – Georgina Arias reported that UCSC has installed several bikeshare docking stations.

SCCRTC – Sarah Christensen reported that Highway 1 41st-Soquel is under construction, including work on approaches to the bicycle/pedestrian bridge over Highway 1 at Chanticleer – with video expected to be available during bridge construction. Guy Preston noted that lane and ramp closures will happen at night. Construction information is posted on the Cruz511.org website and is being provided through news releases. Sarah reported that Caltrans awarded the construction contract for the Highway 1 Bay/Porter-State Park project; RTC programmed additional Measure D funds due to bids coming in high. Public meetings were held on environmental documents for the Highway 1 Freedom-State Park plus Segment 12 Trail project, with comments due June 2, 2023. Amy Naranjo reported that RTC will be issuing a call for projects for the next consolidated grant funds in the fall. Rachel Moriconi reported that additional Federal Lands Access Program (FLAP) funds were awarded for Segment 5 of the Rail Trail and the Regional Conservation Investment Strategy (RCIS) has been finalized.

8. Vehicle Miles Traveled (VMT) Mitigation Program

Anais Schenk (County of Santa Cruz) and the County's consultant Mike Schmitt (Kimley-Horn) provided an update on the Regional Vehicle Miles Traveled (VMT) Mitigation Study, which is scheduled to be completed Fall 2023. Mike Schmitt provided an overview of SB743 which changed how significant impacts from transportation are measured in CEQA, from Level of Service (LOS) to Vehicle Miles Traveled (VMT). For VMT impacts that cannot be mitigated through onsite mitigations and Transportation Demand Management (TDM) strategies, a VMT Bank/Exchange could be used to fund transit, bike, pedestrian, parking technology, and other projects that reduce VMT. He provided sample impact fee schedules for different land uses;

discussed local and regional VMT banks for local and regional projects; and tools to estimate VMT impacts of projects. *Presentation slides were posted on the ITAC meeting website.*

Committee Member Justin Meek joined the meeting at 2:12pm.

In response to questions from committee members and members of the public, Anais noted that the study is still analyzing the feasibility of using a mitigation bank. The list of local and regional projects available to fund with VMT fees would be regularly updated, with projects ranked based on the cost of the project compared to the VMT benefit, project timing (the VMT-reducing project must be implemented soon after the VMT generating project), and feasibility. Other metrics such as equity and geographic distribution could also be considered. Caltrans has determined that partially-funded projects could count towards VMT reductions. Caltrans is analyzing mitigation banks for highway projects that increase VMT and working on addressing legal and policy issues related to mitigation banks. Funds could be used to work with employers to support more telecommuting than is currently occurring. Justin Meek noted that some developments include TDM programs specifically for that development, such as bike, carpool, and transit pass programs. Some Go Santa Cruz County and Ecology Action programs track pre- and post-participation miles traveled. Anais noted that TDM and other mitigations will need to be easy to measure and tabulate VMT reduced. It is impossible for most new developments to fully mitigate their VMT impacts onsite and to meet VMT thresholds, they could utilize local and/or regional mitigation banks. Land use projects that reduce trips could also be funded.

Piet Canin said that TDM programs need consistent funding, should focus on equity and look at who is underutilizing facilities; e-bike subsidies can show trip length and number of automobile trips reduced. Matt Miller noted that some TDM programs use self-reporting that requires manual entry.

Public comments: Jean Brocklebank expressed concern that modeling and VMT projections could underestimate VMT impacts of projects. Faina Segal appreciated the county and consultants work.

In response to questions, the project team and ITAC also discussed potential mitigation monitoring mechanisms and that VMT estimates, such as those used by ITE, Replica/Streetlight, and TREDLite, are regularly updated based on substantial evidence and behavior data.

ITAC members should start identifying transit, bike, pedestrian, affordable housing, TDM and other VMT-reducing projects that could be funded by local and regional mitigation programs. Staff will send an email with additional instructions.

10. Highway 9/San Lorenzo Valley (SLV) Safe and Complete Streets Action Plan - *Moved ahead of Item 9*

Brianna Goodman provided an update on efforts to amend the Highway 9/San Lorenzo Valley (SLV) Complete Streets Corridor Plan (SLV Plan) to fulfill the federal requirements of a Safe Streets for All Safety Action Plan and recommended that the ITAC serve as the oversight group for the SLV Complete Streets Action Plan.

Murray Fontes noted that some ITAC members do not have involvement in SLV and that people in SLV might make sense to provide oversight. Brianna responded that staff will also conduct outreach to the School District, residents, business and community groups in SLV, but recommends that the ITAC serve as the oversight group for this "vision zero" effort. Brianna added that if the RTC's applications for funding to develop an expanded safety plan for rural highways countywide, the scope of the ITAC's oversight role could be expanded in the future.

The ITAC unanimously approved a motion (Gallogly/Urgo) recommending that the RTC designate the ITAC as the oversight group for the SLV complete streets safety and action plan, with members Crossley, Duymich, Fontes, Gallogly, Lamm, Meek, Monroy-Ochoa, Mozumder, and Urgo voting "yes".

9. Potential GO Santa Cruz County E-Bike, Regular Bike and/or Bikeshare - *Moved after Item 10*

Amy Naranjo and Amanda Marino solicited input on development of a potential countywide electric bicycle, regular bike and/or bikeshare incentive program, including potential funding amounts and applicant eligibility criteria. *Presentation slides were posted on the ITAC meeting website after the meeting.*

ITAC members and members of the public provided input on the potential regional program. Discussion included: suggestions to look at Denver as a model; the trip length of e-bike users; local e-bikeshare user demographics have included more women and people of color compared to manual bikeshare programs; the need for safe bike storage and example multi-family housing projects with dedicated bike storage rooms; whether e-bike subsidies or bikeshare are the best way to reduce VMT; trends of more people biking because of e-bikes; how to ensure subsidized bikes replace vehicle trips and are not only used for recreational rides; ways to ensure equity, such as zero-interest bike loan/financing, outreach to affordable housing households, mobile home parks, and community resource centers and organizations that cater to low income individuals, marketing,

reimbursement/rebates and discount vouchers at point of sale, burden of proof of low income status, challenge for renters to own and carry e-bikes up to apartments; latent demand for subsidies; concerns about pedestrian safety next to higher speed e-bikes, bikes on sidewalks, young people joyriding, lack of enforcement of dangerous biking, threat to wildlife and walkers of e-bikes on trails and impact of heavy e-bikes on trail condition; using parking fees to fund subsidies; requiring bike safety education and maintenance; providing free helmets, lights, locks, baskets/trailers; establishing targets to distribute funding for different geographic areas; ways to reduce administrative costs; electric vs cycle bikes; streamlining criteria to match up with criteria used by other state and regional rebate programs; using existing organizations to assist with outreach; issues on age-limits for using e-bikes; providing ongoing annual memberships for bikeshare programs for low-income individuals rather than one-time vouchers; need for more bikeshare stations in Watsonville and at mobile homes; high maintenance costs of e-bikes – including batteries, tires, motors; and other suggestions of things for RTC to consider.

11. Funding Program Opportunities and Updates

The Committee received information about several upcoming grant opportunities and shared information on potential applications.

12. Next meeting. The next meeting of the ITAC is scheduled for 1:30 p.m. on June 15, 2023.

Chair Mozumder adjourned the meeting at 3:35 p.m.

Minutes prepared by Rachel Moriconi

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TO: Regional Transportation Commission (RTC)

FROM: Luis Pavel Mendez, Deputy Director

RE: Fiscal Year (FY) 2023-24 Work Program

RECOMMENDATIONS

Staff recommends that the Santa Cruz County Regional Transportation Commission (RTC) adopt the attached resolution ([Attachment 1](#)) approving the draft final fiscal year (FY) 2023-24 RTC work program (Exhibit A to [Attachment 1](#)).

BACKGROUND

Each year the RTC works with Caltrans to prepare a work program for the following fiscal year based on the budget approved by the RTC as well as state and federal requirements. The work program is required for RTC to receive federal and state transportation planning funds and must include the work necessary to meet federal and state transportation planning requirements. The RTC's work program also includes all of the other work that the RTC performs. The work program provides summary information on the work that the RTC will perform with the state and federal planning funds as well as a summary schedule and work products.

DISCUSSION

RTC staff prepared a draft FY 2023-24 work program for the RTC and submitted it to Caltrans for review. The draft final included as Exhibit A to [Attachment 1](#) has incorporated Caltrans comments and suggestions. As in past years, the FY 2023-24 RTC work program (Exhibit A to [Attachment 1](#)) addresses state-mandated responsibilities and RTC priorities including:

- Implementation of the 2045 Regional Transportation Plan (RTP) and 2045 Metropolitan Transportation Plan (MTP)/Sustainable Community Strategy (SCS); and preparation of the 2050 RTP and MTP/SCS in coordination and coordination with AMBAG, Caltrans, neighboring regional transportation planning agencies and other partners;
- Production and implementation of the various required state and federal funding documents including the Regional Transportation Improvement Program (RTIP);
- Initiation of specific planning efforts including a Transportation Equity Action Plan and a Climate Adaptation-Vulnerability Assessment and Priorities Report for which the RTC was awarded state planning funds;
- Completion of design and environmental documents for Highway 1 auxiliary lane, bicycle and pedestrian overcrossing, and bus on shoulder projects and ensure their construction;

- Implementation of the federal transportation law, Infrastructure Investment and Jobs Act (IIJA);
- Management, operation and planning for the Santa Cruz Branch Rail Line;
- Continued implementation of the Measure D ½-cent transactions and use tax for transportation;
- Continued maintenance and enhancement of various public information outlets, including information and outreach in Spanish;
- Continued work with project sponsors and funding agencies on securing funds for high priority projects for all modes of transportation;
- Implementation of the Monterey Bay Sanctuary Scenic Trail (MBSST) Network master plan;
- Monitor and participate in local, state and federal efforts to address global warming and sustainability;
- Continued services to Santa Cruz area travelers through the Cruz511, Go Santa Cruz County, SAFE callbox, Safe on 17 and Freeway Service Patrol programs, including coordination with partner agencies to ensure the best possible service.

Staff recommends that the Santa Cruz County Regional Transportation Commission (RTC) adopt the attached resolution ([Attachment 1](#)) approving the draft final FY2023-24 RTC work program (Exhibit A to [Attachment 1](#)).

FISCAL IMPACT

The work program is consistent with the approved RTC budget and summarizes the work to be done by the RTC using the budget already approved by the RTC. The budget includes a variety of federal, state and local funding sources that will be used to fund the work described in the work program. Some work may be completed within the 2023-24 fiscal year and some may not. The work not completed within the fiscal year will roll over to the next fiscal year along with its corresponding funding.

SUMMARY

The RTC must prepare a work program to receive state and federal transportation planning funds. The attached draft final FY 2023-24 RTC work program includes state-mandated responsibilities and RTC priorities. The draft FY 2023-24 work program has been reviewed by Caltrans and their comments and suggestions have been incorporated. Staff recommends that the RTC adopt the attached resolution ([Attachment 1](#)) approving the draft final FY 2023-24 RTC work program (Exhibit A to [Attachment 1](#)).

Attachments:

1. Resolution approving the Draft Final FY 2023-24 RTC Work Program

RESOLUTION NO.

Adopted by the Santa Cruz County Regional Transportation Commission
on the date of June 1, 2023
on the motion of
duly seconded by

A RESOLUTION ADOPTING THE FY 2023-24 WORK PROGRAM FOR
THE REGIONAL TRANSPORTATION COMMISSION

WHEREAS, the Santa Cruz County Regional Transportation Commission adopts and periodically amends a budget and work program for each fiscal year to guide its expenses and work;

BE IT RESOLVED BY THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION:

1. The FY 2023-24 Work Program for the Santa Cruz County Regional Transportation Commission (RTC) is hereby adopted as shown in Exhibit A; and
2. The RTC Executive Director is authorized to make revisions and amendments to the FY 2023-24 Work Program for the Santa Cruz County Regional Transportation Commission as needed to incorporate RTC budget changes, and to ensure state approval and receipt of planning funds secured by the RTC by formula or grant award.

AYES: COMMISSIONERS:

NOES: COMMISSIONERS:

ABSTAIN: COMMISSIONERS

Manu Koenig, Chair

ATTEST:

Guy Preston, Secretary

Attachment: Exhibit A - SCCRTC FY 2023-24 RTC Work Program

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EXHIBIT A



Santa Cruz County Regional Transportation Commission

FISCAL YEAR 2023 – 2024
OVERALL WORK PROGRAM

Final June 1, 2023

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INTRODUCTION

Santa Cruz County is the second smallest of California's 58 counties with 445 square miles of land area. Santa Cruz County is on the coast 65 miles south of San Francisco, 35 miles north of Monterey, and 35 miles southwest of Silicon Valley. The California Department of Finance estimates the population of Santa Cruz County for 2020 at 266,564 and is estimated to increase to nearly 300,000 by 2045. The largest population (129,977) is in the unincorporated area of the county and the remainder in the four incorporated cities of Capitola (9,794), Scotts Valley (12,049), Watsonville (50,669) and Santa Cruz (64,075). About 80% of the population lives in approximately 20% of the area of the county. The population is clustered primarily along the coast between the City of Santa Cruz and Aptos and in Watsonville, Scotts Valley and the San Lorenzo Valley. Seniors aged 70 and over make up about 11% of the current population and will make up about 20% of the population by 2045.

Most work trips (78% or 99,440) are within county boundaries; however, 16% or 21,090 of Santa Cruz County commuters travel to San Francisco Bay Area counties, about 5% or 6,490 to Monterey County and about 1% or 1,248 go elsewhere. There are also about 18,000 who commute into Santa Cruz County for work. The Santa Cruz Conference and Visitors Council estimates that normally approximately 3 million people visit Santa Cruz County per year and the great majority during the summer months. This number was significantly lower during the beginning of the COVID-19 pandemic but has rebounded to pre-pandemic levels. Nearly one third of Santa Cruz County residents – notably children, the elderly and disabled, and low income individuals and families who cannot afford a car – do not drive a personal vehicle. The vast majority of Santa Cruz County's low income and minority populations live in the south eastern part of the County in and around the City of Watsonville and much of their employment is located in and around the City of Santa Cruz.

The COVID-19 pandemic upended typical commute patterns and forced many employers to shift to remote work, especially for white-collar workers. Many were forced to stop or alter their daily commute to and from work. According to movement data tracked by Google, travel to workplaces within Santa Cruz County dropped more than 50% at the beginning of the statewide stay-at-home order in March 2020 and remains about 25% below pre-pandemic levels. Instead of completely going back to a pre-pandemic work style, many companies are adjusting to hybrid work, with a few days of teleworking and a few days of staggered in-person work schedules.

The demographics, geography, availability of jobs, and desirability of Santa Cruz County as a place to call home and visit significantly impact travel in Santa Cruz County and creates a variety of challenges. Those challenges are compounded by the effects of climate change and recent natural disasters. This fiscal year (FY) 2023/2024 overall work program for Santa Cruz County provides a summary of the work that the Santa Cruz County Regional Transportation Commission (RTC) is undertaking to address those challenges, with the resources that are available

to the region. This includes the work of the RTC as a regional transportation planning agency, the authority for implementation of Measure D, and the various other functions of the Regional Transportation Commission. With input from partner agencies, the business community and the public, the RTC works to address the travel needs of the community through its planning work, its funding decisions and the projects and programs implemented. With the aid of those partnerships, the RTC crafted a ballot measure, Measure D, which was approved in 2016 by a super majority of Santa Cruz County voters and brings in new local revenue for transportation and helps to implement goals and address the challenges of the 2045 Regional Transportation Plan (RTP). Figure 1 below shows the Santa Cruz County transportation planning area along with the major transportation corridors. Thanks to the Measure D funds, the RTC and other local agencies have been successful in securing more grant funds for the transportation needs of Santa Cruz County. Unfortunately, the COVID-19 pandemic created challenges that the RTC must continue to address during this fiscal year. The COVID-19 pandemic impacted transportation funding, services, planning, and project implementation. Fortunately, additional revenue began to flow from the implementation of AB 147, the Marketplace Facilitator Act, and that dampened some of the transportation funding impacts associated with the COVID-19 pandemic. Measure D and Transportation Development Act revenues are now at pre-pandemic levels but costs for project and program implementation are now significantly higher than pre-pandemic levels and inflation locally and across the country continues to be very high.

Major Santa Cruz County Transportation Corridors

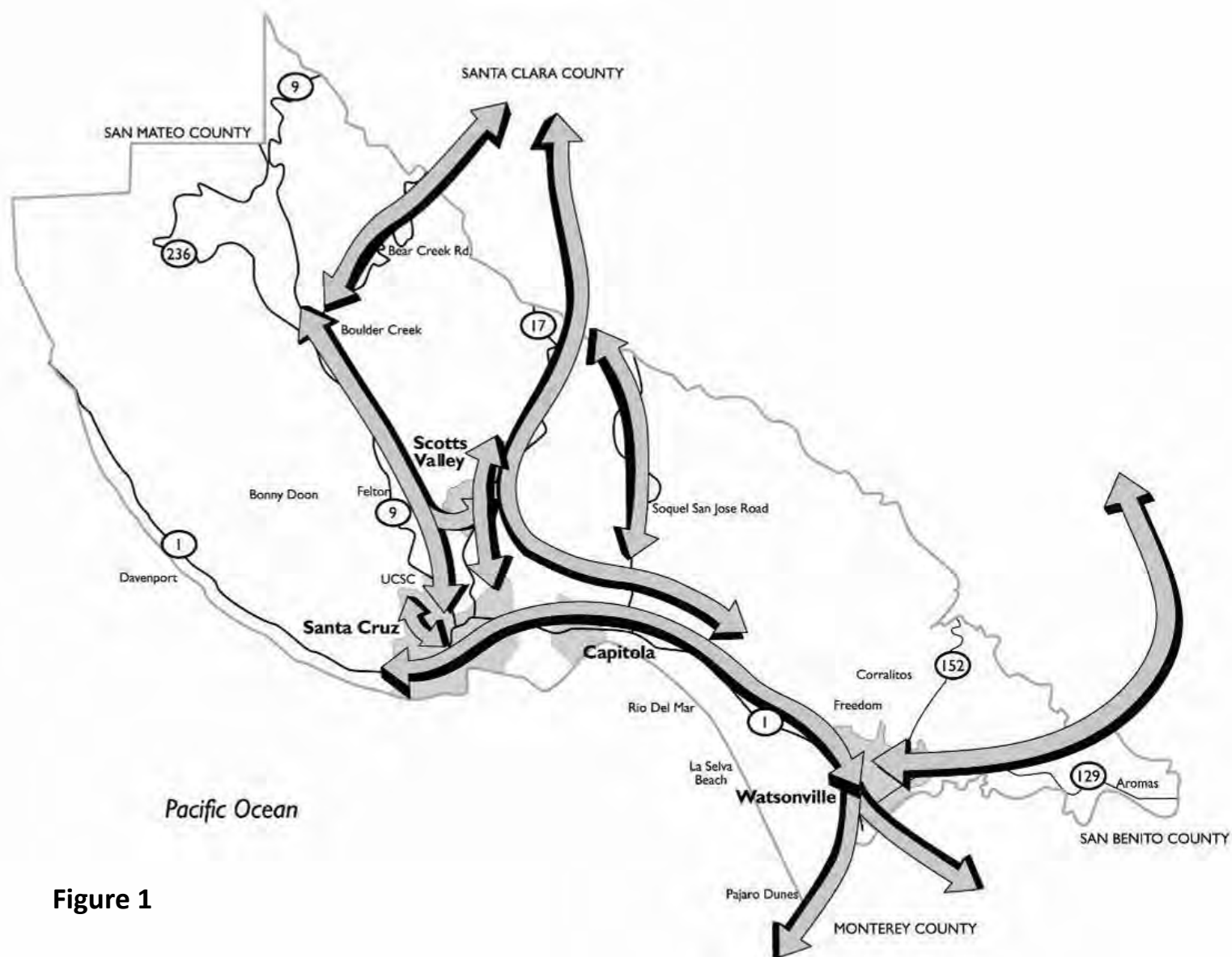


Figure 1

The Regional Transportation Commission

The RTC was created in 1972 to allocate funds raised by the state Transportation Development Act (TDA), which sets aside one quarter-cent of the state sales tax for local transportation purposes. The RTC is now designated in state statute as the Regional Transportation Planning Agency (RTPA) for Santa Cruz County. Responsibilities of this designation include preparation of the long range Regional Transportation Plan (RTP), dissemination of local, state and federal funding, and setting local transportation policy.

With 12 (twelve) voting members representing all of the county's supervisorial districts, each of the cities and the transit district plus Caltrans as an ex-officio or non-voting member (see Figure 2 below) and a staff of 22 (twenty-two) full and part-time employees, the RTC works to deliver a full range of convenient, reliable and efficient transportation choices for the community. While promoting long-term sustainability, the RTC provides transportation services, construction management, planning and funding for all travel modes. The RTC board meets once per month for their regular broadcasted hybrid meetings and as needed for a Transportation Policy Workshop (TPW). In response to the COVID-19 pandemic all meetings of the RTC since March 2020 have been held via zoom while still ensuring the public participation to which the RTC is committed. With the COVID-19 pandemic state of emergency now lifted, Commissioners will meet in person under regular Brown Act rules but will continue to maintain the possibility for the public to participate either in person or remotely. Some of the services provided by the RTC include traveler information and travel demand management through its Cruz511 and Go Santa Cruz County programs. The RTC also serves as the Service Authority for Freeway Emergencies (SAFE) for Santa Cruz County. On Highway 1 and 17, the RTC SAFE provides roadside call box services and Freeway Service Patrol tow trucks that quickly respond to and clear highway incidents. In addition, the RTC serves as the "Local Transportation Authority" responsible for implementation of Measure D, the Santa Cruz County Transportation Improvement Plan Measure, which was approved in November 2016 by over two-thirds of Santa Cruz County voters.

To help ensure ample community participation, the RTC works with the area's local and regional agencies, community groups, non-profit organizations, business groups and the public at large not only through its public meetings but also public meetings of the following advisory committees who provide recommendations to the RTC:

- The Budget and Administration/Personnel Committee consists of 6 commissioners selected annually by the RTC and provides oversight and recommendations on Commission administration, budget, policy, finance, audit, and personnel issues.
- The RTC's Bicycle Committee advises the RTC and project sponsors on bicycle-related activities/issues and reviews bicycle-related projects submitted to the RTC for funding.

- The Elderly and Disabled Transportation Advisory Committee serves in an advisory capacity not only to the RTC, but also to the Santa Cruz Metropolitan Transit District, the county's Consolidated Transportation Service Agency (Community Bridges), and local jurisdictions on the planning, funding, and provision of transportation services and pedestrian facilities for seniors and people with physical, mental and economic disabilities. The Elderly and Disabled Transportation Advisory Committee also serves as the designated Social Service Advisory Council, as established by the state.
- The Interagency Technical Advisory Committee is composed of planning and public works representatives from the four cities, County of Santa Cruz, University of California, Santa Cruz (UCSC), Cabrillo College, the Pajaro Valley Transportation Management Association, Ecology Action's Transportation Membership Services program, the Santa Cruz Metropolitan Transit District, Association of Monterey Bay Area Governments, Monterey Bay Unified Air Pollution Control District, and Caltrans. The committee coordinates transportation capital improvement projects and functions as a forum for technical and policy issues.
- In addition to the RTC's three advisory committees, the Traffic Operations System Oversight Committee provides input to Caltrans and the California Highway Patrol (CHP) on the use of changeable and stationary message signs (located on Highways 1 and 17), and other elements of the automated Traffic Operations System. Also, the Safe on 17 Task Force identifies and provides input to Caltrans and the CHP on Highway 17 safety projects and programs.
- As the Local Transportation Authority responsible for the implementation of Measure D, the RTC established a Measure D Oversight Committee. The Committee is composed of one public member from each of the five supervisorial districts. The objective of the Committee is to review the annual independent fiscal audit of the expenditure of the Measure D Transportation Tax funds and issue an annual report on its findings regarding compliance with the requirements of the Expenditure Plan and the Ordinance.

Santa Cruz County Regional Transportation Commission Organization Chart

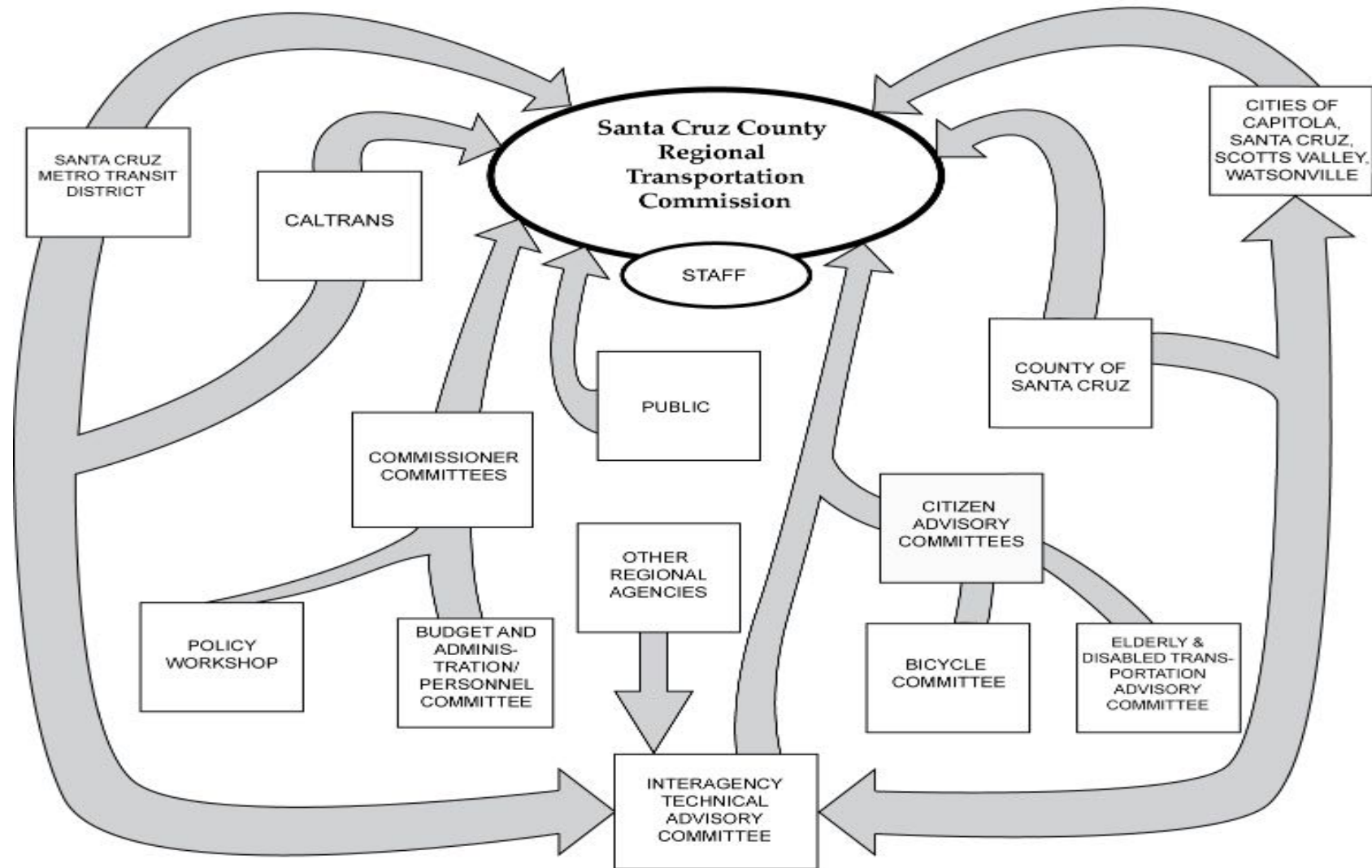


Figure 2

Transportation Goals and Challenges

The Santa Cruz County Regional Transportation Commission utilized an independent third party rating system called the Sustainable Transportation Analysis and Rating System (STARS) to develop a sustainability framework for both the 2040 RTP and the 2045 RTP. The goals, policies, performance measures and targets were developed with extensive public and partner input using STARS to form the foundation for a sustainable transportation plan. The measures are shaped by readily available data and are expected to evolve as new data becomes available. The goals for the 2040 RTP and 2045 RTP are as follows:

- Goal 1: Establish livable communities that improve people's access to jobs, schools, recreation, healthy lifestyles and other regular needs in ways that improve health, reduce pollution and retain money in the local economy.
- Goal 2: Reduce transportation related fatalities and injuries for all transportation modes.
- Goal 3: Deliver access and safety improvements cost effectively, within available revenues, equitably and responsive to the needs of all users of the transportation system and beneficially for the natural environment.

The Santa Cruz County RTP identifies measurable outcomes, called targets that are each linked to a sustainability goal. Incorporating targets into the goals and policies enables the Regional Transportation Commission to assess how well the long range plan will perform over time in advancing the targets and address the following transportation challenges:

- System Preservation Resiliency – Maintenance needs for the existing transportation network are increasing. Roadway, bikeway, sidewalk, bridge and other repairs must be addressed in parallel with multimodal capacity and operational enhancements. If ongoing routine maintenance needs are not addressed, the cost of deferred maintenance will grow exponentially, leaving little funding for new projects. As the transportation system is maintained, it must also be improved to ensure that it is resilient to the impacts of climate change.
- Safety – The federal transportation act identifies safety as a national goal area and requires each state to set Safety Performance Management Targets in order to achieve a significant reduction in motorized and non-motorized traffic fatalities and serious injuries on all public roads. The Metropolitan Planning Organizations must also establish targets in coordination with the state.

- Congestion – Traffic congestion exists in Santa Cruz County and will not go away in the foreseeable future. Population growth and region-wide jobs to housing imbalances that encourage driving as the mode of choice result in more drivers making more automobile trips. The frequent traffic jams on Highway 1 are the most obvious example of congestion on county roadways.
- Environmental and Public Health - A sustainable transportation system can play a vital role in the environmental health of Santa Cruz County and the health of its residents. Greenhouse gas emissions (GHG) have global environmental and public health effects, and air pollutants can affect both the environment and public health on a regional scale. The link between limited use of active transportation, such as biking and walking, and adult and childhood obesity is increasingly strengthened through research. Strategies for addressing this concern are being discussed at federal, state and local levels.
- Energy – Global energy demands are predicted to grow by 30% by 2045 as emerging economies increase their energy use comparable to other major energy consuming nations. Transportation relies heavily on fossil fuel which is a finite commodity. It cannot be assumed that fossil fuel will be abundant and inexpensive into the foreseeable future.
- Economy – The economic vitality of a region can be affected by transportation in a number of ways. Improved access is likely to positively affect businesses through faster goods movement and increased tourist activity. Implementation of transportation projects can provide jobs, and the smaller the percentage of household income that goes to transportation, the greater the amount of money that is available to go back into the local economy.
- Funding – Funding for transportation in Santa Cruz County has notably improved in the past few years. Measure D, approved by Santa Cruz County voters in 2016, provides approximately \$27 million in revenues per year from sales taxes that are dedicated for use on the transportation categories approved by voters. In 2017, the California legislature provided more stable funding for transportation for the first time in nearly 25 years with passage of Senate Bill 1 (SB1). The federal government approved the Infrastructure Investment and Jobs Act (IIJA).

The 2045 RTP endeavors to work toward a sustainable transportation system that addresses these challenges and results in safer, healthier and more efficient travel choices that provide improved multimodal access to opportunities such as jobs, education, and healthcare for our residents.

Funding Transportation Needs

Thanks to the passage of SB1, which was upheld by California voters through rejection of Proposition 6 in 2018, and the approval of Measure D in 2016 by a supermajority of Santa Cruz County voters, funding for Santa Cruz County's transportation system is better than it has been in many years. However, the amount of funding available is still quite insufficient to meet all of the communities transportation needs. According to the draft 2045 RTP, the funding need is about \$10 billion and the available funds are about \$5.35 billion over the next 25 years. The various sources of funding available to the Regional Transportation Commission include State Transportation Improvement Program (STIP) funds, Surface Transportation Block Grant (STBG) funds, Regional Surface Transportation Program (RSTP) Exchange funds, Transportation Development Act (TDA) funds, Measure D funds and funds established through SB1 for various funding programs. The RTC uses these funds to meet the transportation goals and address the transportation challenges of the community, and establishes its funding decisions through the Regional Transportation Improvement Program (RTIP). The local Measure D funds have been very helpful to leverage federal and state grant funds.

The RTIP is developed biennially by the RTC and is due to the CTC by December 15 of every odd numbered year. The program of projects in the RTIP is a subset of projects in the Regional Transportation Plan (RTP), which is developed through an extensive public participation process in the region and reflects the unique mobility, sustainability, and air quality needs of the community. As set forth in the California Transportation Commission (CTC) STIP Guidelines, the RTIP is based on the Regional Transportation Plan that has been developed and updated pursuant to Government Code Section 65080, and a region-wide assessment of transportation needs and deficiencies.

The RTIP is developed in consultation with stakeholders and partner agencies, including Caltrans, the County of Santa Cruz, the cities of Capitola, Santa Cruz, Scotts Valley and Watsonville, the Santa Cruz Metropolitan Transit District (SCMTD), the University of California at Santa Cruz (UCSC), and local non-profits that provide community transportation services or implement local transportation programs. As stated above, the RTIP is reflective of the Santa Cruz County Regional Transportation Plan (RTP), which calls for a balanced multimodal transportation system.

Community Participation

Santa Cruz County is a very engaged community and community participation is a very important and integral part of all of the work done by the RTC. The RTC engages with the community through its various public meetings of the Commission and its committees. Committees include an Interagency Technical Advisory Committee, a Bicycle Advisory Committee, and an Elderly and Disabled Transportation Advisory Committee. The RTC also establishes

work groups for planning and funding efforts and develops community participation plans that regularly include open houses, workshops, online surveys, and outreach through email lists, social media, traditional media, radio, television and at established local events. In addition, the RTC produces materials in Spanish and conducts outreach in Spanish to better engage with the Spanish speaking members of the community, about 26% of the population. Under the COVID-19 pandemic, the RTC has continued to have strong engagement with the community holding its meetings and meetings of its committees via Zoom and employing a variety of tools such as online virtual open houses, online workshops, and online surveys for a variety of planning and project development efforts. The COVID-19 pandemic state of emergency has been lifted; however, the RTC will continue to make remote participation available to the public in effort to help ensure a high level of public engagement.

The Work Program

The fiscal year (FY) 2023-24 work program (OWP) for the RTC describes the activities planned during the fiscal year, beginning July 1, 2023 and ending June 30, 2024, to help meet the goals and address the challenges described in the Regional Transportation Plan using the available transportation funds. These activities include the following mandated responsibilities and RTC priorities:

- Implementation of the 2045 Regional Transportation Plan and 2045 Metropolitan Transportation Plan/Sustainable Communities Strategy in coordination and cooperation with the Association of Monterey Bay Area Governments (AMBAG), the Transportation Agency for Monterey County (TAMC) the San Benito Council of Governments (SBtCOG), local jurisdictions, Caltrans and other local and regional agencies;
- Production of the 2050 Regional Transportation Plan and 2050 Metropolitan Transportation Plan/Sustainable Communities Strategy in cooperation with AMBAG, Caltrans, regional partner agencies and local partner agencies;
- Conducting planning efforts, in cooperation with partner agencies and the community, to ensure that the challenges facing our transportation system such as resiliency, equity, safety, etc. are addressed effectively including a Climate Adaptation Vulnerability Assessment and Equity Action Plan;
- Production and implementation of the various required state and federal funding documents including the Regional Transportation Improvement Program (RTIP);
- Implementation of the Highway 1 Investment Program which includes environmental work, design work and construction of auxiliary lanes/bus on shoulder projects and bicycle and pedestrian facilities from Freedom Boulevard to Soquel Drive;
- Management, operation, planning and improvement of the Santa Cruz Branch Rail Line;
- Continuation of bridge and track rehabilitation work on the Santa Cruz Branch Rail Line;
- Implementation of the master plan for the Monterey Bay Sanctuary Scenic Trail (MBSST) Network, which

includes environmental work, design work and construction of a variety of trail segments from Davenport to Watsonville;

- Continued work to carry out the RTC's responsibilities to monitor and coordinate with Caltrans and local agencies on timely implementation of state highway and local projects with state or federal funding participation;
- Continued work with project sponsors and funding agencies on securing funds for high priority projects for all modes of transportation;
- Continued services to Santa Cruz area travelers through the SAFE callbox, Safe on 17 and Freeway Service Patrol programs, including coordination with partner agencies to ensure the best possible service;
- Continued implementation of the Cruz511 and Go Santa Cruz County programs for Santa Cruz County travelers with the added Commute Manager program;
- Continuation of the Bike to Work and the Community Traffic Safety Coalition's bicycle and pedestrian education programs;
- Continued maintenance and enhancement of a variety of public information outlets, which include information and outreach in Spanish, even under the COVID-19 pandemic and natural disasters;
- Continued development and implementation of systems necessary to ensure that the RTC continues to function efficiently and effectively as an independent government agency;
- Monitor and participate in local, state, and federal efforts to address global warming, sustainability, resiliency and equity;
- Implement the federal transportation laws, Fixing America's Surface Transportation (FAST) Act and Infrastructure Investment and Jobs Act (IIJA);
- Maximize the transportation benefits of the Road Repair and Accountability Act of 2017 (SB1);
- Implement the Measure D ½-cent transactions and use tax for transportation to maximize the benefits to the community; and
- Pursuit of any and all funding sources for transportation projects in the region including the development of local funding sources as well as seeking other new sources.

Through the activities listed in this work program, the RTC works to deliver a full range of safe, convenient, reliable and efficient transportation choices for the community taking into account sustainability, equity and economic vitality. The RTC also addresses the planning factors listed in the FAST Act and Table 1 below shows which planning factors are addressed by each of the work program elements.

Table 1: Fixing America's Surface Transportation (FAST) Act Planning Factors

	WE 101	WE 102	WE 112	WE 113	WE 177	WE 178	WE 179	WE 413	WE 415	WE 614	WE 615	WE 621	WE 622	WE 641	WE 682	WE 683	WE 684	WE 801
1 Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency.		X			X			X					X	X	X	X	X	X
2 Increase the safety of the transportation system for motorized and non-motorized users.		X			X	X	X	X		X	X	X	X	X	X	X	X	X
3 Increase the security of the transportation system for motorized and non-motorized users.			X			X			X	X	X		X	X	X	X		X
4 Increase the accessibility and mobility of people and for freight.	X	X			X		X	X	X	X	X	X	X	X	X	X	X	X
5 Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns.	X	X	X	X	X		X	X	X	X	X	X	X	X	X	X	X	X
6 Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight.	X	X	X					X	X	X	X		X	X	X	X	X	X
7 Promote efficient system management and operation.	X		X	X		X	X	X	X					X	X	X	X	X
8 Emphasize the preservation of the existing transportation system.	X			X			X	X					X	X	X	X	X	X
9 Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater and reduce or mitigate stormwater impacts of surface transportation.		X						X					X	X	X			X
10 Enhance travel and tourism.		X					X	X	X	X	X	X	X	X	X	X	X	X

Note: This table indicates which work program elements contribute to the overall goal of the particular federal planning emphasis areas

WORK ELEMENT NUMBER 101**Overall Work Program****Agency:** SCCRTC**Project Manager:** Luis Pavel Mendez, Deputy Director**Total Budget:****\$45,000****ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2023-2024****EXPENDITURES****REVENUE**

Category	Amount (\$)	Change	Source	Amount (\$)	Change
Personnel	45,000	0	State RPA	0	0
Services & Supplies	0	0	Local	45,000	0
TOTAL	45,000	0	TOTAL	45,000	0
			% Federal	0%	

Project Description

Develop, maintain, and oversee the annual overall work program (OWP) and budget to carry out the transportation planning activities of the Santa Cruz County Regional Transportation Commission (SCCRTC) in accordance with federal, state and local requirements and available funding. This includes OWP development, coordination, and meetings with local, regional, state and federal agencies (including AMBAG, Caltrans, FHWA, TAMC and San Benito COG) to ensure that the entire three-county region is meeting federal requirements. Additionally, this work element provides monitoring and review of policy and legislative activities that impact the production, coordination, implementation and requirements of the OWP. Further duties include quarterly reporting to verify progress in implementing the work program.

Project Product(s)

FY 2024-25 Overall Work Program and Budget; amendments to the FY 2023/24 OWP and Budget; quarterly and annual progress reports.

Federally Eligible Task**Proposed Expenditure of Federal Funding (PL/FTA 5303)**

Develop and implement annual Overall Work Program and Budget

0%

Develop, implement and oversee the annual OWP activities and budget in accordance with federal and state requirements in coordination with Caltrans, AMBAG and other partner agencies; and produce quarterly and annual progress reports.

Previous Accomplishments

Developed and adopted FY 2022/23 OWP and Budget; Processed amendments to the FY 2022/23 OWP and Budget; provided required quarterly and annual progress reports for transportation planning and project activities to SCCRTC, AMBAG, and Caltrans.

Task	Description	Deliverable	Completion Date
1	Finalize FY 2022/23 revenues and expenditures (staff)	Revenues and expenditures files	8/15/2023
2	Produce final FY 2022/23 work program quarterly report and provide to Caltrans (staff)	Final FY 2022/23 quarterly report	8/15/2023
3	Prepare and adopt the annual fall FY 2023/24 budget and overall work program amendment (staff)	FY 2023/24 amendment and staff reports	11/6/2023

4	Produce FY 2023/24 quarterly work program reports and provide to Caltrans (staff)	Three FY 2023/24 quarterly work program reports	10/30/2023 01/29/2024 04/30/2024
5	Prepare for and participate in annual OWP kick-off meeting with TAMC, AMBAG, Caltrans, FHWA, FTA, SBTCOG, SCMTD and MST (staff and partner agencies)	Meeting with regional partners, agenda and materials	1/15/2024
6	Develop FY 2024-25 draft work program and budget and provide document to Caltrans (staff)	Draft FY 2024-25 draft work program and budget	02/29/24 03/29/24
7	Prepare and adopt the annual spring FY 2023/24 budget and overall work program amendment and provide to AMBAG and Caltrans (staff)	Amendment and staff report	
8	Participate in 2024-25 OWP development and coordination meetings with AMBAG, Caltrans and other agencies in the region (staff and partner agencies)	Meetings, agendas and materials	04/29/24
9	Incorporate comments/suggestions into final draft FY 2024-25 OWP and provide document to AMBAG and Caltrans (staff)	Final draft FY 2024-25 OWP	04/29/24
10	Prepare and present final FY 2024-25 OWP to SCCRTC board for approval (staff)	Final OWP and staff report	05/02/24
11	Prepare the FY 2024-25 OWP agreement and all associated documents and submit to Caltrans for review, incorporate Caltrans comments and submit finals to Caltrans for approval (staff)	OWP Agreement and associated documents	05/10/24
12	Prepare other amendments to the FY 2023/24 budget and work program as necessary and submit to AMBAG and Caltrans (staff)	Amendments and staff reports (two estimated)	05/10/24

WORK ELEMENT NUMBER 102**Transportation Development Act Administration****Agency:** SCCRTC**Project Manager:** Luis Pavel Mendez, Deputy Director
Tracy New, Director of Finance and Budgets**Total Budget:** \$1,218,779**ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2023-2024****EXPENDITURES****REVENUE**

Category	Amount (\$)	Change	Source	Amount (\$)	Change
Personnel	240,000	0	Local	1,218,779	0
Services & Supplies	978,779	0			
TOTAL	1,218,779	0	TOTAL	1,218,779	0

Project Description

The SCCRTC was originally created in 1972 under the Transportation Development Act (TDA). SCCRTC as Regional Transportation Planning Agency (RTPA) for Santa Cruz county implements and administers the Transportation Development Act for Santa Cruz County and distributes TDA Local Transportation Fund (LTF), State Transit Assistance (STA) funds, STA State of Good Repair (SGR) funds, and Low Carbon Transit Operations Program (LCTOP) funds for planning, transit, bicycle facilities and programs, pedestrian facilities and programs and specialized transportation in accordance with state law and the unmet transit needs process.

Project Product(s)

Programming, allocations and claims for Transportation Development Act funds, State Transit Assistance funds, State of Good Repair funds and Low Carbon Transit Operations funds

Triennial performance audit and corresponding modifications

FY 2022/23 Fiscal Audit

Adopted Unmet Transit Needs List

Other Task (Nonfederal)

Manage, coordinate and distribute TDA, STA , STA SGR, and LCTOP funds in accordance with state law, requirements and guidelines, and RTC rules and regulations; and implement and administer the TDA in accordance with state law and requirements

Previous Accomplishments

Every year the RTC obtains TDA fund estimates from the Santa Cruz County Auditor and sets funding apportionments based on those estimates. Due to the COVID-19 impacts, TDA revenues declined in the latter half of FY 2019-20 but rebounded in the latter part of FY 2020-21. TDA revenues for FY 2021-22 were beyond pre-pandemic levels. In the latter part of FY 2022/23 TDA revenues are again declining due to the overall economic situation and are anticipated to also be lower for FY 2023/24. In addition, to the annual fiscal audits of TDA revenues, disbursements and expenditures for the RTC and transit operators, the RTC conducts triennial TDA performance audits. The most recent triennial performance audit was completed in FY 2021-22 and covered fiscal years 2018-19, 2019-20 and 2020-21. The triennial performance audit concludes that the RTC and transit operators are fulfilling the requirements of the TDA.

Task	Description (all tasks below are on-going tasks)	Deliverable	Completion Date
1	Coordinate review of appropriate TDA claims (estimate twelve) with advisory committees (staff and claimants)	Staff reports and resolutions	06/28/24
2	Provide staff support to Budget and Administration/ Personnel Committee (staff)	Agendas and staff reports	06/28/24

3	Coordinate annual unmet transit needs process, including outreach to traditionally underrepresented communities, and adopt resolution of unmet transit needs finding (staff)	Staff reports, presentation, information materials (Spanish), public outreach, meetings and resolution	06/28/24
4	Maintain records and pay claims for TDA, STA and other trust fund accounts (staff)	Files, invoice processing and payments	06/28/24
5	Assist transit operators with annual financial audits (staff)	Phone calls, emails	06/28/24
6	Implement recommendations in most recent performance audit (staff and claimants)	Staff reports and modifications to processes and forms	06/28/24
7	Obtain TDA funds estimates from County Auditor Controller (staff and County Auditor)	Emails and estimate materials	06/28/24
8	Monitor TDA revenue receipts, compare to estimates and adjust estimates as necessary (staff and County Auditor)	Reports to B&A/P Committee and RTC	06/28/24
9	Conduct the FY 2022/23 annual fiscal audit and implement suggested changes (staff)	Audit report and staff reports	06/28/24
10	Produce staff assignment lists, performance evaluations and personnel actions (staff)	Assignment list, individual staff meetings, evaluation forms	06/28/24
11	Prepare and submit to Caltrans the FY 2023/24 indirect cost allocation plan (staff)	ICAP report and staff report	06/28/24
12	Produce and distribute annual financial report (staff)	Financial report and staff reports	06/28/24
13	Coordinate, meet, confer and negotiate with labor representatives; such activities are included in the indirect cost allocation plan (staff and labor units)	Meetings, agenda and information materials	06/28/24
14	Update RTC's Title VI Civil Rights Program and Language Assistance Plan consistent with federal and state requirements (staff)	Updated Civil Rights Program a language assistance plan	06/28/24
15	Secure consultant for the triennial performance audit of FY's 2021-22, 2022-23 and 2023-24 (staff)	Staff reports, procurement and consultant contract	06/28/24

WORK ELEMENT NUMBER 112**Transportation Plans Coordination and Interagency Liaison****Agency:** SCCRTC**Project Manager:** Rachel Moriconi, Senior Transportation Planner**Total Budget:****\$155,000****ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2023-2024****EXPENDITURES****REVENUE**

Category	Amount (\$)	Change	Source	Amount (\$)	Change
Personnel	155,000	0	State RPA	90,672	0
			Local	64,328	0
TOTAL	155,000	0	TOTAL	155,000	0
			% Federal	0%	

Project Description

This is an ongoing element concerned with the coordination of regional transportation planning activities consistent with federal and state law to maintain a coordinated approach to transportation planning on a local, regional, state and federal level that addresses all aspects of the transportation system, including safety and GHG emissions reductions. This includes coordinated implementation of the federal FAST Act, and subsequent Infrastructure Investment and Jobs Act (IIJA), and the State's Senate Bill 1, the Road Repair and Accountability Act of 2017.

Project Product(s)

Reports to ITAC on programming priorities for funds programmed by RTC

Reports to ITAC on components developed for the 2050 RTP and 2050 MTP/SCS

Federally Eligible Task**Proposed Expenditure of Federal Funding**

Coordinate the implementation of the FAST Act and IIJA requirements as it relates to regional transportation planning and monitoring

0%**Previous Accomplishments**

In FY 2022/23, the SCCRTC held six regular meetings of the Interagency Technical Advisory Committee (ITAC). In addition, SCCRTC staff met regularly with Santa Cruz Metro, AMBAG, TAMC, San Benito COG, VTA, educational institutions, non-profits, local jurisdictions, the Air District, other regional agencies and Caltrans to discuss and implement coordination efforts. Through these meetings and related efforts, in FY 2020-21 through FY 2022/23, the RTC worked to disseminate information and assist with efforts to respond to the COVID-19 pandemic impacts to transportation including holding meetings via on-line mediums, the CTC's Interim Timely Use of Funds Policy and the federal CARES Act and IIJA. In response to the COVID-19 pandemic, the ITAC held all of its meetings beginning in March 2020 and through February 2023 via zoom. In addition, in FY 2022/23 the RTC coordinated with other agencies on efforts to respond to storm damages to the transportation system and other infrastructure.

Task	Description	Deliverable	Completion Date
1	Collect, process and transmit information on funding, plans and related activities to facilitate interagency communication (staff)	Phone calls, emails, and information materials	06/28/24
2	Meet quarterly with Caltrans to coordinate planning and programming activities and prepare materials for meetings (staff)	Teleconference, Agenda and meeting materials and action items	06/28/24

3	Coordinate on planning and programming with other agencies throughout the state through participation in the Regional Transportation Planning Agencies group, the Central Coast Coalition, the Rural Counties Task Force, the Self Help Counties Coalition, the Coast Rail Coordinating Council and the California Transportation Commission (staff and partner agencies)	Meeting participation, meeting notes, agendas	06/28/24
4	Participate in the MTP/SCS Steering Committee with AMBAG, TAMC, SBCOG, and transit agencies to coordinate Santa Cruz County efforts with those of other transportation planning agencies in the region (staff and partner agencies)	Agendas, materials, notes, communications and MTP/SCS	06/28/24
5	Participate in Santa Cruz METRO board meetings and Santa Cruz METRO/RTC management meetings and communicate with other agencies in the region, including Community Bridges and UCSC, to help ensure regional transit planning coordination (staff and partner agencies)	Agendas, materials, notes, communications and coordinated transit plans	06/28/24
6	Continue to coordinate with Caltrans, AMBAG and other partner agencies on improved planning for the movement of goods into, out of and through the region, including designation of Critical Urban/Rural Freight Corridors (staff and partner agencies)	Communications with partner agencies, meetings	06/28/24
7	Work with the City of Watsonville, Caltrans Aeronautics and other partner agencies to update and implement the master plan for the Watsonville airport to help ensure efficient access to and from the airport (staff and partner agencies)	Communications with partner agencies, meetings	06/28/24
8	Exchange information concerning transportation planning, and funding with local jurisdictions, Caltrans, AMBAG, Santa Cruz Metro, the Air District, UCSC, and other federal, state and local agencies (staff and partner agencies)	Meetings, phone calls, emails and information materials	06/28/24
9	Participate in, and prepare agendas, reports and materials for the Interagency Technical Advisory Committee (ITAC) to facilitate planning and programming coordination among all of the various transportation partners represented on the Committee - (staff, public works departments, planning departments, transit district, UCSC, Caltrans, AMBAG, Air District)	Five ITAC meetings, agendas and packets	06/28/24
10	Monitor and participate in efforts at the federal, state and local level related to reduction of VMT and other transportation planning and programming measures to reduce green house gases (GHG) and address global warming (staff)	Conference calls, meetings and notes	06/28/24
11	Monitor and participate in efforts at the federal, state and local level and with law enforcement agencies to address and improve the safety of the transportation system (staff and partner agencies)	Conference calls, meetings and notes	06/28/24
12	Prepare for and participate in meetings of the AMBAG Board as an ex-officio representative (staff)	Meetings and notes	06/28/24
13	Coordinate with business and community organizations, and task forces, including those who engage traditionally underrepresented communities, on transportation planning, and funding issues (staff and community organizations)	Presentations, phone calls, meetings and materials in Spanish	06/28/24
14	With the assistance of consultant services, stay informed on state and federal legislative, regulatory and budgetary developments affecting transportation to more effectively and efficiently coordinate transportation activities with changing requirements - (staff, partner agencies and consultants)	Consultant reports, Staff reports and information materials	06/28/24
15	Communicate with legislative officials and others on the effective and efficient coordination of proposed legislative and budgetary changes with transportation planning and programming activities - (staff and partner agencies)	Phone calls, emails, letters and meetings	06/28/24
16	Continue to work with Interagency Technical Advisory Committee members and other transportation partners to cooperatively develop and pursue grant opportunities for transportation studies and development of transportation plan components and funding (staff and partner agencies)	Joint grant applications	06/28/24
17	Develop partnerships with local agencies responsible for land use decisions to facilitate coordination of transportation planning with land use, open space, job-housing balance, environmental constraints, and growth management; this includes intergovernmental review of CEQA documents and development plans in coordination with other agencies including Caltrans (staff and partner agencies)	Phone calls, emails, meetings, notes and information materials	06/28/24

18	Monitor and participate in efforts at the state and regional level to effectively implement the requirements of the FAST Act, the IIJA and SB1-The Road Repair and Accountability Act of 2017, including federal rulemaking, guidelines and performance measure requirements (staff and partner agencies)	Phone calls, teleconferences, emails, notes and information materials	06/28/24
19	Coordinate with partner agencies for the collection and dissemination of transportation information (staff and partner agencies)	Communications with partner agencies, and transportation data	06/28/24

WORK ELEMENT NUMBER 113**Public Participation Program****Agency:** SCCRTC**Project Manager:** Shannon Munz, Communications Specialist**Total Budget:****\$72,500****ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2023-2024****EXPENDITURES****REVENUE**

Category	Amount (\$)	Change	Source	Amount (\$)	Change
Personnel	60,000	0	Local	72,500	0
Services & Supplies	12,500	0			
TOTAL	72,500	0	TOTAL	72,500	0
			% Federal	0%	

Project Description

This work element includes public participation activities that support the overall public participation program of the SCCRTC but are not attributable to a specific project, program or activity. This includes general maintenance of the RTC website and social media outlets and responding to general inquiries regarding the SCCRTC.

Project Product(s)

Well functioning website and social media outlets and updated general postings, press releases, e-news, SCCRTC meeting highlights, year in review communicating notable accomplishments for the previous year; broadcasts of RTC meetings; hybrid RTC meetings so that the public may participate remotely

Previous Accomplishments

In FY 2022/23, the SCCRTC will complete an update of its website platform to more current technology that offers more efficient maintenance and integration with social media outlets. SCCRTC also completed an update to the RTC's Title VI Civil Rights Program and Language Assistance Plan after conducting public outreach and presentations to the RTC's citizens advisory committees and the RTC.

Task	Description	Deliverable	Completion Date
1	Provide information to and solicit information from the community at large regarding the general functions and duties of the RTC using the media, internet, advertisements, in-office and partner organization contact distribution mechanisms and presentations to local groups as a means to involve the public in the transportation planning process (staff)	Updated and functioning website	6/28/2024
2	Use print and electronic media to disseminate and solicit information to and from traditionally underrepresented populations (staff)	Bilingual print and electronic media	6/28/2024
3	Fully implement and updated as necessary the RTC's Title VI Civil Rights Program and Language Assistance Plan and fully investigate and monitor all Title VI complaints (staff)	Webpage, postings, agendas, forms and list of complaints and investigations	6/28/2024
4	Broadcast regular RTC meetings and public hearings countywide on Community TV (staff and Community TV)	Televised RTC meetings	6/28/2024
5	Hold RTC and committee meetings as hybrid so that the public may participate in person or remotely	Hybrid meetings	6/28/2024
6	Utilize Spanish translation services during SCCRTC meetings, public workshops and public hearings (staff and consultants)	Translators at meetings	6/28/2024

7	Continue to provide outreach to the community regarding ways to improve safety as users of the transportation system (staff)	Bilingual print and electronic media and public presentations	6/28/2024
8	Work with Caltrans on enhanced public outreach for State Highway projects (staff and partner agencies)	Meeting materials, public events and presentations	6/28/2024
9	Publicize regional and state news items at the request of Caltrans, including lane closure reports and news releases (staff)	Webpage and social media postings, enews	6/28/2024
10	Work to include Native American tribes/bands (including non-federally recognized) within Santa Cruz County region in public participation outreach efforts (staff)	Print and electronic media including enews	6/28/2024

WORK ELEMENT NUMBER 177**Freeway Service Patrol (FSP)****Agency:** SCCRTC**Project Manager:** Amanda Marino, Transportation Planner**Total Budget:**

\$504,571

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2023-2024**EXPENDITURES****REVENUE**

Category	Amount (\$)	Change	Source	Amount (\$)	Change
Personnel	86,500	0	Caltrans FSP	314,571	0
Services & Supplies	374,926	0	Measure D	190,000	0
To Reserves	43,145	0			0
TOTAL	504,571	0	TOTAL	504,571	0

Project Description

SCCRTC Freeway Service Patrol (FSP) operates on Highways 1 and 17 in Santa Cruz County to assist stranded or stalled motorists, and to remove collisions and freeway debris that cause episodic traffic congestion. SCCRTC works closely with Caltrans and California Highway Patrol to implement the program.

Project Product(s)

Service statistics and reports, funding agreements, and towing service contracts

Other Task (Nonfederal)

Implement county level Freeway Service Patrol

Previous Accomplishments

In FY 2020-21, the RTC conducted a procurement process for a new FSP tow service contract but no proposals were received seemingly due primarily to uncertainties associated with COVID-19. Therefore, RTC extended existing contracts. A new procurement process was conducted in FY 2021-22, which resulted in new tow service contracts that required significant negotiations due to increased costs. In FY 2021-22 and FY 2022/23, RTC staff worked with other FSP programs throughout the State and Caltrans HQ staff to update the statewide FSP guidelines, which incorporated SB1 FSP funds more seamlessly with traditional FSP funds making administration of the funds more efficient.

Task	Description	Deliverables	Completion Date
1	Provide supplies as needed, monitor use, evaluate future program needs, and process invoices for payment of service from contractors (staff)	Tow truck service to motorists, invoices, purchase orders, statistics, and reports	06/28/24
2	Conduct quarterly training and informational meetings with Caltrans, CHP and tow operators and partner with TAMC for the quarterly trainings (staff and partner agencies)	Training sessions, agendas and materials	06/28/24
3	Continue to provide tow truck service to motorists through contracts with tow service providers and under supervision of the CHP (staff, contractor and CHP)	Tow truck service to motorists, contracts for service, logs and invoices	06/28/24
4	Represent the RTC at statewide oversight committee meetings to demonstrate effectiveness and to maintain and increase state funding for FSP program (staff)	Meeting participation, reports, presentations	06/28/24

5	Improve data collection techniques and enhance data gathering equipment to demonstrate effectiveness of program and improve truck tracking and vehicle dispatching capabilities (staff, partner agencies and contractor)	Data reports and analysis	06/28/24
6	Work with other freeway service patrol programs within the region and neighboring counties to enhance the program's cost-effectiveness and coordinate FSP service (staff and partner agencies)	Cost effectiveness analysis and coordinated services	06/28/24
7	Prepare Annual Report (staff)	Annual report and presentation	06/28/24
8	Continue to promote the program and increase awareness (staff)	Outreach materials in English and Spanish	06/28/24
9	Continue to implement and monitor the usage and effectiveness of FSP tow truck service in cooperation with CHP and Caltrans (staff and partner agencies)	Data reports and analysis	06/28/24
10	Consider revisions to FSP services based on analysis of usage and availability of funding (staff)	Analysis and reports	06/28/24
11	Maintain FSP data collection system and feed the data into the statewide FSP benefit/cost model to better reflect conditions of smaller FSP programs (staff and partner agencies)	Data reports and analysis	06/28/24
12	Investigate and pursue potential new funding sources for FSP programs (staff)	Phone calls, emails, letters and meetings	06/28/24

WORK ELEMENT NUMBER 178**Service Authority for Freeway Emergencies (SAFE)****Agency:** SCCRTC**Project Manager:** Amy Naranjo, Transportation Planner**Total Budget:**

\$539,250

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2023-2024**EXPENDITURES****REVENUE**

Agency	Amount (\$)	Change	Source	Amount (\$)	Change
Personnel	134,000	0	SAFE Funds	439,250	0
Services & Supplies	405,250	0	MTC Contribution	50,000	0
			Measure D	50,000	0
TOTAL	539,250	0	TOTAL	539,250	0
			% Federal	0%	

Project Description

The Santa Cruz County Service Authority for Freeway Emergencies (SAFE) operates the County's highway callbox system and works with the California Highway Patrol and Caltrans on motorist aid and highway safety projects and programs.

Project Product(s)

Service Authority for Freeway Emergencies call box system and extra CHP enforcement to reduce collisions

Other Task (Nonfederal)

Maintain and implement SAFE program and provide extra CHP enforcement

Previous Accomplishments

In FY 2021-22 and 2022/23, the RTC continued to see a reduction in the use of highway call boxes due to the ubiquity of cell phones. However, call boxes in more remote areas continue to be used so RTC has continued its focus to keep such call boxes operational while removing unused call boxes to ensure an effective efficient system. In FY 2022/23, the RTC completed an upgrade of the callboxes to current cellular phone technology. In recent years, partly due to rain, RTC and CHP have seen an increase in the number of collisions on Highway 17. Therefore, for FYs 2019-20, 2020-21, 2021-22 and 2022/23, the RTC increased the amount of funds going to the SAFE on 17 program to significantly increase the amount of CHP enforcement on Highway 17 and reduce collisions.

Task	Description	Deliverables	Completion Date
1	Continue to work with contractors to provide reliable and efficient call box facilities and services (staff and contractors)	Roadside call box service	06/28/24
2	Complete mobility and site improvements for call boxes as needed (staff and contractors)	ADA accessible call box sites	06/28/24
3	Track DMV collection of SAFE funds to ensure accurate revenue collection (staff)	Revenue history	06/28/24
4	Continue to work with the CalSAFE Committee to coordinate on statewide issues related to Call Box and motorist aid systems (staff and partner agencies)	Coordinated and consistent services	06/28/24
5	Work with other SAFE agencies in the region to solicit new contracts for call box implementation and maintenance services (staff and partner agencies)	Maintenance contract	06/28/24

6	Continue to administer enhanced CHP enforcement as part of the SAFE on 17 Program to reduce collisions and improve the safety of the transportation system (staff and CHP)	Enforcement data and reports	06/28/24
7	Continue the funding partnership with Metropolitan Transportation Commission (MTC) to ensure continuation of the enhanced CHP enforcement on Hwy 17 and work to match RTC funding by MTC (staff and MTC)	Funding agreement and invoices	06/28/24
8	Continue to monitor and track collision and safety issues on Highways 1 and 17 (staff and partner agencies)	Collision information	06/28/24
9	Coordinate with Caltrans, the County of Santa Cruz, and emergency services on disaster preparedness and evacuation planning (staff and partner agencies)	Communications with partner agencies and disaster and evacuation plans	06/28/24
10	Produce annual report for the Safe on 17 program and invoice MTC for funds (staff)	Annual report	06/28/24

WORK ELEMENT NUMBER 179**Transportation Demand Management: Cruz511/Rideshare & Motorist Information****Agency:** SCCRTC**Project Manager:** Amy Naranjo, Transportation Planner
Amanda Marino, Transportation Planner**Total Budget:** \$419,763**ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2023-2024****EXPENDITURES**

Agency	Amount (\$)	Change
Personnel	213,663	0
Services & Supplies	206,100	0
Reserves		
TOTAL	419,763	0

REVENUE

Source	Amount (\$)	Change
STBG & RSTPX	68,663	0
SAFE Funds	50,000	0
Measure D	210,000	0
Reserves & Interest	91,100	0
TOTAL	419,763	0

Project Description

Through Cruz511/Rideshare SCCRTC provides traveler information and direct services to Santa Cruz County residents, visitors and employers to encourage the use of sustainable transportation modes; increase vehicle occupancy through carpooling, vanpooling and riding the bus; eliminate vehicle trips through telecommuting and compressed work weeks; and implements other Transportation Demand Management (TDM) strategies. The TDM program establishes the strategies that result in more efficient use of available transportation resources. The program promotes sustainable transportation choices and implements programs that result in emission reduction, regional traffic congestion and delay mitigation, and reduction in vehicle trips and vehicle miles travelled. The work is done in coordination with the Transportation Agency for Monterey County, the Council of San Benito County Governments, the Association of Monterey Bay Area Governments, the Metropolitan Transportation commission for the San Francisco Bay Area, the Santa Cruz Metropolitan Transit District, the Santa Clara Valley Transportation Authority and the local cities.

Project Product(s)

Cruz511 Rideshare and Traveler Information Program and Go Santa Cruz County commute manager program

Federally Eligible Task

Promote sustainable transportation modes and choices region-wide through the coordination of incentives, promotional events, campaigns and information dissemination

Previous Accomplishments

To keep the service attractive and useful to the community, the RTC constantly updates services and strategies. A few years ago the RTC began offering traveler information and continues to work with partner agencies to ensure that the information is relevant and up to date. This was especially useful during the winter storms of 2022-23. In FY 2018-19 the RTC partnered with the City of Santa Cruz to provide a Commute Manager program focusing on travelers to the Downtown Santa Cruz area and the commute manager program began implementation in FY 2019-20. Due to the COVID-19 pandemic full implementation of the commute manager program was postponed and further implementation began toward the end of FY 2020-21 with full implementation in FY 2021-22 as Go Santa Cruz County. For FY 2022-23, the RTC focused on conducting more intense marketing for Go Santa Cruz County and improved incentives to increase participation. The RTC also partnered with Santa Cruz METRO to use the RTC's Go Santa Cruz County commute manager program to assist with the implementation of METRO's One Ride At A Time program enabling.

Task	Description	Deliverables	Completion Date
1	Update and maintain content and design of websites including the Cruz511 traveler information component (staff)	Updated Rideshare/Cruz511 Website & traveler information component	6/28/2024

2	Operate 429-POOL hotline and coordinate regional participation and access to the 511.org online ride matching system. Maintain online database of people interested in a ride match (staff)	Match lists, robust database	6/28/2024
3	Direct, monitor, and document media communications related to program's objectives and goals (staff)	Media releases, interviews, articles, etc.	6/28/2024
4	Assist employers in promoting multi-modal travel options and services through transportation fairs and on-site presentations (staff and employers)	Scatter maps, presentation materials, list of employers	6/28/2024
5	Develop and apply a consistent set of evaluation measures for TDM projects and programs (staff)	Improved evaluation tools	6/28/2024
6	Participate in transportation-related air quality and climate change activities including those related to implementing State and Federal Clean Air Acts and other legislation such as AB 32 and SB 375; this includes promoting the advancement of clean fuel vehicles (staff)	Promotional materials and handouts	6/28/2024
7	Promote VMT-reduction efforts through TDM strategies in partnership with other agencies, including for transportatin and development projects (staff and partner agencies)	Coordinated VMT reduction efforts	6/28/2024
8	Promote and facilitate access to existing park and ride Lots and plan for future park and ride facility needs (staff)	Improved park and ride facilities, signs, and agreements; usage counts	6/28/2024
9	Develop and maintain information on TDM initiatives in the community (staff and consultants)	Data on TDM programs	6/28/2024
10	Research most effective methods and strategies to meet program objectives (staff)	Information on other programs	6/28/2024
11	Coordinate with regional rideshare and transit service providers to promote transit services (staff and service providers)	Promotional materials and handouts	6/28/2024
12	Participate in periodic meetings of the Transportation and Air Quality Joint Marketing Committee (staff)	Agendas, notes and action items	6/28/2024
13	Participate in tri-county coordination of outreach campaigns - i.e. Rideshare Week (staff)	Agendas, notes and action items	6/28/2024
14	Prepare and conduct community outreach, education, and promotional materials and provide personalized ridematching services (staff and consultants)	Promotional materials and handouts	6/28/2024
15	After full launch of the commute manager program, Go Santa Cruz County, continue to implement and expand the program with implementation of UCSC's commuter manager for UCSC students and staff (staff, partner agencies and consultants)	commute manager website, promotional materials, ads, rewards program, Go Santa Cruz County, UCSE commuter manager	6/28/2024
16	Update Cruz 511 In Your Neighborhood promotional and information materials and continue to provide to the public to encourage use of alternative transportation modes (staff)	Updated Cruz 511 in Your Neighborhood materials	6/28/2024

WORK ELEMENT NUMBER 413**SCC Climate Adaptation-Vulnerability Assessment and Transportation Priorities Report****Agency:** SCCRTC**Project Manager:** Brianna Goodman, Transportation Planner
Grace Blakeslee, Senior Transportation Planner**Total Budget:** \$478,800**ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2023-2024****EXPENDITURES**

Category	Amount (\$)	Change
Personnel	120,000	0
Other	358,800	0
TOTAL	478,800	0

REVENUE

Source	Amount (\$)	Change
SB1 Sust. Comm. Gr	386,800	0
Local	92,000	0
TOTAL	478,800	0
% Federal	0%	

Project Description

In partnership with the County of Santa Cruz develop a Climate Adaptation Vulnerability Assessment and Transportation Priorities Report for unincorporated Santa Cruz County roads and the Santa Cruz Branch Rail Line (SCBRL). Santa Cruz County (SCC) is experiencing the impacts of climate change, sea level rise, coastal erosion, extreme weather events and flooding, wildfires, and extreme temperatures on the county's transportation infrastructure. This project will build on previous efforts including the County Climate Action Strategy, Local Hazard Mitigation Plan, and Coastal Climate Change Vulnerability Report. The emphasis of the vulnerability assessment will be on identifying transportation infrastructure in the inland areas of the county as less work has been done in these areas and on the associated hazards such as wildfire and associated mud debris flows and extreme weather/flooding. The transportation projects that will be impacted by climate change will then be prioritized for actions to enhance resilience based on a set of metrics. This project will follow the Caltrans Climate Adaptation Framework utilized in the Climate Change Vulnerability Assessment Report and Climate Change Adaptation Priorities Report for District 5. This report is consistent with and will further statewide goals discussed in the 2021 Climate Action Plan for Transportation Infrastructure, the 2050 California Transportation Plan, Safeguarding California Plan, and the Caltrans Strategic Plan.

Project Product(s)

Climate adaptation vulnerability assessment
Transportation priorities list to address resiliency

Federally Eligible Task**Proposed Expenditure of Federal Funding (PL/FTA 5303)**

Ensure resiliency of the transportation system

0%**Previous Accomplishments**

The County developed a Climate Action Strategy (CAS) Plan in 2013 and updated their Local Hazard Mitigation Plan in 2021. In 2017, the Coastal Climate Change Vulnerability Report was prepared for the coastal zone of SCC. In 2021, RTC in partnership with the County of Santa Cruz prepared a submitted a sustainable planning grant application to Caltrans and was awarded the funds to produce this Climate Adaptation Vulnerability Assessment and Priorities Report. In FY 2022/23, the RTC initiated work on this projects and secured a consultant.

Future Tasks

Prioritize transportation projects for adaptation planning to enhance resiliency (staff, partner agencies and consultant)
Produce draft and final reports for public and stakeholder review and RTC consideration (staff, partner agencies and consultant)

Task	Description	Deliverable	Completion Date
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01	Manage and administer the project according to the grant application guidelines, Regional Planning Handbook, and the executed grant contract (staff)	RTC-County agreement, invoices and project reports	On-going
02	Supervise and manage consultant secured for the project (staff and partner agencies)	RFP and consultant contract	On-going
3	Develop and implement public and stakeholder engagement plan that includes engagement with disadvantaged communities and communities vulnerable to climate change as well as engagement in Spanish (staff and partner agencies)	Engagement plan, print and digital engagement materials, surveys, media releases, workshops, etc.	On-going
4	Identify the methodology for performing the vulnerability assessment, prioritization metrics, and project priority list.(staff, partner agencies and consultant)	Memorandum with detailed methodology	08/03/23
5	Perform vulnerability assessment to identify associated hazards to transportation infrastructure (staff, partner agencies and consultant)	Lists and maps of hazards and transportation infrastructure	02/01/24
6	Prioritize for adaptation planning the transportation projects identified in Task 5 as being impacted by climate change (staff and partner agencies)	Prioritized list of projects	Future Task
7	Produce draft report and seek stakeholder and public outreach on the draft, and incorporate comments into the final report (staff, partner agencies and consultants)	Draft and final reports	Future Task
8	RTC Board and County Board of Supervisors review, consideration and approval (staff)	Agenda reports, presentations and resolutions	Future Task

Note: WE413 has a total SB1 Sustainable Communities grant funding amount of \$448,800. This project is being implemented with funding that is split over 3 fiscal years: FY22/23, 23/24, and 24/25. All work must be completed by February 28, 2025. Final RFP/invoice and the final product are due to Caltrans no later than April 30, 2025. Due to the winter storms of FY22/23, not all work that was anticipated under this WE element for FY22/23 was completed. Work has been delayed by two to three months depending on the task. As a result, less of the grant funds that were estimated to be used in FY22/23 will actually be used. The funding estimated to be used in FY23/24 takes into account the funds estimated to be used by the end of FY22/23 and the work anticipated to be done in FY23/24 considering the delay caused by the storms and the effort to make up for some of that delay. After FY22/23 is completed, accounting for actual amounts spent will be done and the WE will be amended accordingly. FY23/24 personnel costs are estimated at \$120,000. "Other" includes personnel in future years, the FY24/25 consultant work, and other project expenses.

WORK ELEMENT NUMBER 415**SCC Transportation Equity Action Plan****Agency:** SCCRTC**Project Manager:** Rachel Moriconi, Senior Transportation Planner**Total Budget:****\$393,000****ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2022-2023****EXPENDITURES****REVENUE**

Category	Amount (\$)	Change	Source	Amount (\$)	Change
Personnel	100,000	0	FTA 5304	318,000	0
Other	293,000	0	Local	75,000	0
TOTAL	393,000	0	TOTAL	393,000	0
			% Federal	81%	

Project Description

Development of a Santa Cruz County Transportation Equity Action Plan to advance racial, social, and environmental justice in Santa Cruz County through the development of more proactive public engagement practices, more equitable and anti-racist policies, project evaluation, planning, programs, investments, and implementation practices to ensure an accessible, affordable, safe, sustainable, innovative, and healthy transportation system for disadvantaged communities.

Project Product(s)

Transportation equity action plan for Santa Cruz County

Federally Eligible Task**Proposed Expenditure of Federal Funding (PL/FTA 5303 or 5304)**

Ensure inclusion of disadvantaged communities in transportation planning and project implementation

81%

Previous Accomplishments

In 2021, RTC prepared and submitted a sustainable planning grant application to Caltrans and was awarded the funds to produce this Transportation Equity Action Plan for Santa Cruz County. In FY 2022/23, the RTC initiated work on the SCC Transportation Equity Action Plan

Future Tasks

Produce draft and final plans for public and stakeholder review and RTC consideration (staff, partner agencies and consultant)

Task	Description	Deliverable	Completion Date
01	Manage and administer the project according to the grant application guidelines, Regional Planning Handbook, and the executed grant contract (staff)	RTC-Caltrans Agreement, Invoices, and Quarterly Project Reports	On-going
02	Prepare request for proposals with scope of work and schedule and secure consultant (staff and partner agencies)	RFP and a Consultant Contract	07/28/23
1.1	Update the regional definition of disadvantaged communities using more detailed local data (staff, stakeholders and consultant)	Local definition for disadvantaged community	07/28/23
1.2, 2, & 3	Public Outreach: Develop and implement public engagement toolkit that ensures greater involvement of traditionally underserved and under-represented communities includes engagement in Spanish (staff and partner agencies)	Engagement toolkit, Print and digital engagement materials, Surveys, Media releases, Workshops, etc.	On-going
1.3	Develop equity performance metrics and accountability metrics and targets to evaluate local transportation plans, projects and services and progress towards equity (staff, partner agencies and consultant)	Metrics, goals and targets	07/28/23

1.4, 1.5 & 1.6	Perform equity analysis of the existing transportation network, planned projects and services, and agency policies and procedures (staff, partner agencies and consultant)	Report of existing conditions	08/25/23
1.7	Develop equity training plan, conduct training and provide data, resources and technical assistance and build equity into the culture, values and daily operations of transportation entities (staff, partner agencies and consultant)	Training plan and materials and enhanced equity in transportation	On-going
4	Produce draft plan and seek stakeholder and public outreach on the draft, and incorporate comments into the final plan (staff and consultants)	Draft and final plans	Future Task
5	RTC Board review, consideration and approval (staff)	Agenda reports, presentations and resolutions	Future Task

Note: WE415 has a total FTA5304 funding amount of \$338,000. This project is being implemented with funding that is split over 3 fiscal years: FY22/23, 23/24, and 24/25. All work must be completed by June 30, 2025. Final RFR/invoice and the final product are due to Caltrans no later than August 30, 2025. Due to the winter storms of FY22/23, not all work that was anticipated under this WE element for FY22/23 was completed. Work has been delayed by about three to four months depending on the task. As a result, less of the grant funds that were estimated to be used in FY22/23 will actually be used. The funding estimated to be used in FY23/24 takes into account the funds estimated to be used by the end of FY22/23 and the work anticipated to be done in FY23/24 considering the delay caused by the storms and the effort to make up for some of that delay. After FY22/23 is completed, accounting for actual amounts spent will be done and the WE will be amended accordingly. FY23/24 personnel costs are estimated at \$100,000. "Other" includes personnel in future years, the FY24/25 consultant work, and other project expenses.

WORK ELEMENT NUMBER 614**Bicycle and Pedestrian Planning****Agency:** SCCRTC**Project Manager:** Thomas Travers, Transportation Planner
Amanda Marino, Transportation Planner**Total Budget:** \$75,000**ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2023-2024****EXPENDITURES****REVENUE**

Category	Amount (\$)	Change	Source	Amount (\$)	Change
Personnel	75,000	0	STIP	0	0
Contractual		0	Local	75,000	0
TOTAL	75,000	0	TOTAL	75,000	0
			% Federal	0%	

Project Description

The objective of this program is to ensure the development of a regional pedestrian and bicycle infrastructure as an integral part of the overall transportation system for the Santa Cruz County and the AMBAG region. This helps to ensure a better integrated and connected transportation system across modes and helps to ensure a safer transportation system for non-motorists and reduce GHG emissions. This work element includes working with cities and the county to develop, update and implement active transportation plans and integrate active transportation planning in all transportation planning efforts, including project plans, corridor plans and studies, specific area plans, general plans, the regional transportation plan and the metropolitan transportation plan. Work with the Transportation Agency for Monterey County and AMBAG to ensure that the local active transportation planning efforts are the components that lead to a more robust and integrated active transportation infrastructure for the entire AMBAG region.

Project Product(s)

Bicycle Advisory Committee meetings and materials, updated bicycle plans and active transportation plans, coordinated and safer multimodal transportation system

Federally Eligible Tasks**Proposed Expenditure of Federal Funding (PL/FTA 5303)**

Planning for a better developed and safer bicycle and pedestrian transportation network that is integrated with other modes and coordinated across the AMBAG region

0%**Previous Accomplishments**

In FY 2022/23, the Bicycle Committee reviewed and provided input on the City of Watsonville Downtown Specific Plan, reviewed and provided funding recommendations for Transportation Development Act (TDA) funds and Measure D funds, considered components of the Hwy 9 San Lorenzo Valley Schools circulation and access study and provided input and continued its efforts to maintain committee positions filled. Through ad-hoc committees, the Committee examined and made recommendations on improvements for gap closures or other safety measures throughout the county, as well as assisting with bicycle safety observations conducted by the Health Services Agency. In response to the COVID-19 pandemic, the Bicycle Committee held all of its meetings beginning in March 2020 and through February 2023 via Zoom.

Step	Description	Deliverables	Completion Date
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			08/07/2023 10/09/2023 12/11/2023 02/12/2024 04/08/2024 06/10/2024
1	Coordinate and provide staff support for SCCRTC's Bicycle Committee including the production of agendas, staff reports and minutes for six meetings per year. (staff)	Agendas, agenda packets, meetings and minutes	
2	Work with the City of Santa Cruz, the University of California at Santa Cruz (UCSC) and other local jurisdictions to modify and update their Active Transportation Plans ensuring that federal and state requirements are met and that bicycle and pedestrian facilities are coordinated with other modes and facilities throughout the region. (staff and partner agencies)	Active Transportation Plans for Santa Cruz and UCSC and other local jurisdictions	06/28/24
3	Engage the public in bicycle and pedestrian transportation planning efforts including the Watsonville community through coordination with Jovenes Sanos, County of Santa Cruz Health Services Agency and other community groups (staff)	Meetings, presentations, and information materials in English and Spanish	06/28/24
4	Work with the local jurisdictions on implementation of their plans and policies to ensure that bicycle and pedestrian travel is adequately integrated and coordinated with other modes and across the region and with overall development to ensure a better integrated and safer multimodal transportation system and employment of a complete streets approach. (staff and partner agencies)	Bicycle and pedestrian transportation network consistent with approved general plans and bicycle plans	06/28/24
5	Pursue continued collection of bicycle count and mode split data (staff and partner agencies)	Bicycle counts and mode split data	06/28/24
6	Continue working with AMBAG in its efforts to improve the regional travel demand model that includes a bicycle and active transportation component (staff and partner agencies)	Phone calls, emails, meetings, analysis of bicycle use data	06/28/24
7	Coordinate and participate with Caltrans on the implementation of the California Active Transportation Plan, Toward an Active California including the production of a statewide bicycle map and implementation and update of the District 5 Active Transportation Plan (staff and partner agencies)	Agendas, materials, communications and active, bike and pedestrian transportation plans	06/28/24
8	Coordinate with local, regional, state and federal agencies on bicycle and pedestrian planning and funding efforts (staff and partner agencies)	Phone calls, emails, meetings, and information materials	06/28/24
9	Work with the County of Santa Cruz, Caltrans, local community groups, businesses and the public on planning for improved bicycle and pedestrian access and facilities in the San Lorenzo Valley that is coordinated with the regional bicycle and pedestrian infrastructure and other transportation modes (staff and partner agencies)	Phone calls, emails and meetings	06/28/24
10	Work with the County of Santa Cruz, Caltrans and community groups on bicycle safety improvements including conflict striping and other bike lane treatments at select freeway interchanges throughout the county (staff and partner agencies)	Phone calls, emails and meetings	06/28/24

WORK ELEMENT NUMBER 615**Bicycle and Pedestrian Projects and Programs****Agency:** SCCRTC**Project Manager:** Grace Blakeslee, Senior Transportation Planner
Brianna Godman, Transportation Planner**Total Budget:** \$3,383,411**ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2023-2024****EXPENDITURES****REVENUE**

Category	Amount (\$)	Change	Source	Amount (\$)	Change
Personnel	861,000	0	RSTP Exchange	208,761	0
Contractual	2,522,411	0	Measure D	2,946,650	0
Other		0	Local	228,000	0
			Active Transp Prog		0
TOTAL	3,383,411	0	TOTAL	3,383,411	0
			% Federal	0%	

Project Description

The objective of this program is to encourage a safer bicycle and pedestrian transportation network through the funding, support and implementation of bicycle and pedestrian safety and education programs and projects working in partnership with the Community Traffic Safety Coalition, Bike to Work, partner agencies, the local jurisdictions, the business community and the community at large. This work element also implements the master plan for the Monterey Bay Sanctuary Scenic Trail network and the countywide bike signage plan.

Project Product(s)

Complete funding package and bid documents for Segment 5 of the Coastal Rail Trail, Construction of Segment 7; Completion of Environmental Documents for Segments 8, 9, 10 and 11

Federally Eligible Tasks**Proposed Expenditure of Federal Funding (PL/FTA 5303)**

Coordinate and advance bicycle and pedestrian projects and programs in Santa Cruz County

0%**Previous Accomplishments**

In FYs 2019/20 through 2022/23, the RTC continued implementation of the award-winning Monterey Bay Sanctuary Scenic Trail Network (and Coastal Rail Trail spine) as defined in the adopted Master Plan and secured federal, state and private grant funds for trail segments. In FY 2020/21 two segments of the Coastal Rail Trail opened to the public, one in the West Side of Santa Cruz and the other in Watsonville. In FY 2021/22 construction began on one additional segment and in FY 2022/23 the RTC and partner agencies secured Active Transportation Program funds for 4 additional segments. In 2016, Santa Cruz County voters passed measure D, which provides over \$100 million over 30 years for implementation of the MBSST Network Master Plan. In FY 2020/21, the RTC completed the right-of-way phase for the MBSST trail in the North Coast, in FY 2021-22 secured grant funds for Phase II of the project so that both Phase I and Phase II can be constructed together saving money and time, and in FY 2022-23 programmed additional needed local funds and entered into the necessary agreements with the FHWA Central Federal Lands division so that construction will begin as soon as the funds are available.

Task	Description	Deliverables	Completion Date
1	Continue financial support of the Bike to Work/School program, and the Community Traffic Safety Coalition (CTSC) - (staff and consultants)	Bike week and Bike month; Work Plan implementation for bicycle and pedestrian safety education	06/28/24
2	Continue funding and promoting the bilingual bicycle and pedestrian safety education program (Ride N' Stride) at schools - (staff and consultant)	Approved allocations; safety trainings	06/28/24
3	Investigate and implement methods to reduce vehicle travel by expanding and enhancing bicycle and pedestrian facilities (staff)	Expanded bike and ped facilities	06/28/24

4	Continue to compile and update digitized bikeway information to be provided to the public as a roadway layer through the County's GIS webpage (staff and partner agencies)	Digitized map information	06/28/24
5	Continue outreach and administration of Bicycle Hazard and Pedestrian Access Reports to identify network deficiencies (staff and partner agencies)	Compiled reports	06/28/24
6	Continue working with the Elderly & Disabled Transportation Advisory Committee and its subcommittees to implement the findings of the report "Improving Safety and Accessibility of Sidewalks in Santa Cruz County" (staff)	Improvements to sidewalks	06/28/24
7	Expand the Bicycle Route Signage system in coordination with local jurisdictions, bicycle advocates and community members. Provide outreach to inform the community of the system and conduct bicycle counts to determine its impact on bicycling (staff and partner agencies)	Bike route signage system, outreach materials, bicycle counts	06/28/24
8	Implement the Monterey Bay Sanctuary Scenic Trail Network (and Coastal Rail Trail spine) project as defined in the adopted Master Plan; continue to apply for funding for additional trail segment implementation, coordinate with local jurisdictions and execute contracts, and develop overall guidelines and policies (staff and partner agencies)	Funding, implementation plans, guidelines, agreements and policies	06/28/24
9	Implement bicycle and pedestrian improvements in the San Lorenzo Valley working with partner agencies, especially the San Lorenzo Valley School District, the County of Santa Cruz and Caltrans (staff and partner agencies)	Bike and pedestrian improvements, agreements	06/28/24
10	Continue partnering with Caltrans on the production of PID documents that will lead to implementation of bicycle and pedestrian improvements in San Lorenzo Valley (staff and partner agencies)	Partnering agreements and PID documents	06/28/24
11	Continue updating and distributing the Santa Cruz County Bikeways Map (staff)	Updated bikeways map	06/28/24

WORK ELEMENT NUMBER 621**Elderly & Disabled & Americans with Disabilities Act****Agency:** SCCRTC**Project Manager:** Amanda Marino, Transportation Planner**Total Budget:**

\$80,000

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2023-2024**EXPENDITURES****REVENUE**

Category	Amount (\$)	Change	Source	Amount (\$)	Change
Personnel	80,000	0	Local	80,000	0
TOTAL	80,000	0	TOTAL	80,000	0
			% Federal	0%	

Project Description

To plan and coordinate the delivery of transportation services to the elderly and persons with disabilities, and to achieve economies of scale among human service and transportation agencies. Additionally, this work element identifies the transportation needs of traditionally underserved groups (elderly, persons with disabilities, persons of color, and low-income) and assesses the adequacy of the transportation system to meet those needs.

Project Product(s)

Agenda packets and minutes of the Elderly and Disabled Transportation Advisory Committee

Inclusion of transportation needs of elderly and disabled into transportation planning and programming efforts and documents

Federally Eligible Task**Proposed Expenditure of Federal Funding (PL/FTA 5303)**

Administer and conduct Elderly and Disabled Transportation Advisory Committee meetings

0%**Previous Accomplishments**

SCCRTC works with AMBAG and other regional and local partner agencies to update the Coordinated Public Transit Human Services Transportation Plan. SCCRTC holds E&D Transportation Advisory Committee meetings regularly to coordinate with public transit operators and social service providers. The RTC continues to work to implement the planning efforts of the report titled "Safe Paths of Travel: Projects, Results and Continuing Efforts". In FY's 2020-21, 2021-22, and 2022/23 the Committee, RTC and staff continued its extensive efforts to maintain Committee positions filled. The efforts have been successful in keeping the vast majority of the committee positions filled. In FY 2022-23, the E&D TAC reviewed and made funding recommendations the TDA and Measure D funds, received components of the Hwy 9 San Lorenzo Calley Schools Circulation and Access Study and provided input and updated the Guide for Specialized Transportation. RTC staff, working with the E&D TAC initiated implementation of the TNC Access for All program coordinating with the California Public Utilities Commission. In response to the COVID-19 pandemic, the E&D TAC held all of its meetings beginning in March 2020 and thorough February 2023 via zoom. As it does every year, staff working with the E&D TAC and with public engagement, produce the unmet transit and paratransit needs list, which is used to help seek funds for needed projects.

Step	Description	Deliverables	Completion Date
1	Coordinate and provide staff support for SCCRTC's Elderly and Disabled Transportation Advisory Committee including the production of agendas, staff reports and minutes for six meetings per year (staff)	Agenda, agenda packet and minutes	06/28/24
2	Implement the accessible pedestrian planning program through the Pedestrian Safety Work Group (subcommittee)	Annual report summarizing activities	06/28/24

3	Continue to coordinate with local public, private, and non-profit entities involved in providing specialized transportation, including Community Bridges, the Volunteer Center, SCMTD and its Metro Advisory Committee (MAC) to ensure that all planning and programming at all levels in the region consider and incorporate the needs of the elderly, disabled and low income communities and is consistent with state plans and coordinated with the California Division of Rail and Mass Transportation (DRMT) (staff and partner agencies)	Phone calls, meetings, reports, presentations and improved planning and programming documents	06/28/24
4	Work with the E&D Transportation Advisory Committee to conduct outreach to the elderly, disabled and low income communities in the region on transportation needs to be included in RTP, MTP, RTIP, FTIP and other transportation planning and programming documents (staff)	Public meetings, outreach materials, reports and presentations	06/28/24
5	Update the Guide for Specialized Transportation and provide other public information materials on transportation planning and programming for specialized transportation (staff)	Updated public information materials	06/28/24
6	Review project plans to ensure consistency with Regional Transportation Plan policies for improved access to elderly and disabled individuals (staff)	Project summaries and comments	06/28/24
7	Work with AMBAG and other agencies to update the Coordinated Public Transit Human Service Transportation Plan, as needed (staff)	Updated plan	06/28/24

WORK ELEMENT NUMBER 622**Transportation Planning for the Region****Agency:** SCCRTC**Project Manager:** Amy Naranjo, Transportation Planner
Grace Blakeslee, Senior Transportation Planner**Total Budget:** \$310,000**ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2023-2024****EXPENDITURES****REVENUE**

Category	Amount (\$)	Change	Source	Amount (\$)	Change
Personnel	260,000	0	State RPA	85,822	0
Other	50,000	0	Local	224,178	0
TOTAL	310,000	0	TOTAL	310,000	0
			% Federal	0%	

Project Description

The focus of this work element is implementation of the existing transportation plans for the region - the 2045 Regional Transportation Plan (RTP) for Santa Cruz County and the 2045 Metropolitan Transportation Plan (MTP)/Sustainable Communities Strategy. This work element also includes modifications, updates and amendments that may be necessary to the existing plans and coordination with local and regional agencies for the production of the next set of transportation plans with a 2050 horizon year. Additionally, rules regarding regional transportation planning established by the federal transportation acts, will continue to be implemented. This work element also includes working with local jurisdictions to ensure that regional transportation policies and projects are included in local jurisdiction planning activities. Staff will also continue work on incorporating sustainability, resiliency and equity into all transportation planning documents and activities for the region.

Project Product(s)

Implementation of the 2045 RTP and 2045 MTP/SCS

Updates to the 2045 RTP and 2045 MTP/SCS to produce the 2050 RTP and 2050 MTP/SCS

Federally Eligible Task**Proposed Expenditure of Federal Funding (PL/FTA 5303)**

Implement and update the Metropolitan Transportation Plan (MTP)

0%

Previous Accomplishments

In FYs 2019/20 through 2021/22, the RTC worked with AMBAG and other agencies to complete the 2045 RTP and 2045 MTP/SCS including environmental review, project lists, funding projections, and sustainability analysis for the plans. In FY 2022-23, RTC staff produced the final 2045 RTP and published it. In FY 2022/23, working with AMBAG and other partner agencies, the RTC initiated work for the production of the 2050 RTP and 2050 MTP/SCS. This included drafting transportation goals, evaluation criteria and priorities for planning and programming, which were provided to the RTC committees for review, consideration and input. The RTC also coordinated with AMBAG, the Transportation Agency for Monterey County (TAMC) and the San Benito County Council of Governments on the production and approval of a cost sharing agreement for the production of the EIR for the 2050 RTPs and 2050 MTP/SCS to ensure coordination and minimize costs.

Task	Description	Deliverable	Completion Date
1	Work with other entities in the region on long-range transportation planning activities within the region, including timelines, public participation efforts, updated project costs and revenue estimates, environmental documentation, and other efforts that may produce economies of scale in the production of the next RTP and MTP/SCS, with a horizon year of 2050. (staff and partner agencies)	Components of RTP and MTP/SCS	06/28/24

2	Work with AMBAG, local jurisdictions, the public and other entities in the region to implement and advance the goals, policies, and targets of the 2045 RTP and 2045 MTP/SCS including safety improvements, VMT reduction and greenhouse gas emission reductions. Monitor performance of Santa Cruz County to advance sustainability targets where feasible given limited data availability. (staff and partner agencies)	Performance monitoring where feasible.	06/28/24
3	Implement a comprehensive public participation and outreach program for implementation of the 2045 MTP/SCS and 2045 RTP, and initiation of the next MTP/SCS and RTP, that may include public events, public meetings, printed materials, web site information, public surveying, bilingual outreach, Facebook posts, email distributions, media releases, radio, etc. (staff and partner agencies)	Outreach materials that may include email distributions, website updates, facebook posts, surveys, media releases, including outreach to Spanish speaking population.	06/28/24
4	Continue to work with AMBAG, Caltrans and local agencies to implement the RTP's and MTP's projects, policies, sustainability and safety goals through the various planning and capital improvement programming actions. (staff and partner agencies)	Programming documents that reflect MTP and RTP policies, goals and priorities	06/28/24
5	Working with local jurisdictions, AMBAG, and other partner agencies, identify and document transportation projects and programs required to meet regional and interregional goals, policies and targets including mobility, access, safety, maintenance, greenhouse gas emission reductions and VMT reduction, including development and implementation of a VMT mitigation banking program for Santa Cruz County. (staff and partner agencies)	Phone calls, emails, meetings, outreach materials, reduced VMT	06/28/24
6	Study potential new transportation revenue sources to decrease the funding shortfalls and help to implement the projects in the MTP and RTP, including vehicle registration fees and countywide development impact fee programs. (staff and partner agencies)	Analysis of revenue source options	06/28/24
7	Work with Caltrans and AMBAG on implementing regional planning and transportation safety requirements enacted through the federal transportation acts (staff and partner agencies)	Planning documents consistent with federal requirements	06/28/24
8	Apply the Sustainable Transportation Analysis and Rating System (STARS) process to the implementation and updates of the MTP and RTP to ensure a more sustainable transportation planning process. (staff)	STARS analysis of MTP and RTP	06/28/24
9	Ensure consistency between the MTP and RTP with other transportation planning documents in the region such as general plans, active transportation plans, climate action plans, etc. to ensure that all other planning documents that include transportation are consistent with the MTP and RTP. (staff and partner agencies)	Planning documents consistent with MTP and RTP	06/28/24
10	Ensure that projects proposed for federal, state or local funding are consistent with the MTP and RTP (staff and partner agencies)	Programming documents consistent with MTP and RTP	06/28/24
11	Work with Caltrans to evaluate projects in the Santa Cruz County pipeline to ensure that projects are consistent with state planning documents including the Climate Action Plan for Transportation Infrastructure, the California Transportation Plan, etc. (staff and partner agencies)	Programming documents and projects consistent with state plans	06/28/24
12	Work with Central Coast partner agencies on the production of the California Central Coast Sustainable Freight Study and the Central Coast Electric Vehicle Charging Plan (staff and partner agencies)	Agendas, notes and sustainable freight study and electric vehicle charging plan	06/28/24
13	Continue to participate in Caltrans system planning activities including the California Transportation Plan, Strategic Highway Safety Plan, California Freight Mobility Plan, Interregional Transportation Strategic Plan, District 5 System Management Plan, Transportation Concept Reports, Comprehensive Multimodal Corridor Plans, Ramp Metering Development Plan, US 101 Business Plan, and the Multi-modal, Operations, Non-SHOPP Transportation Equity Report (MONSTER), etc. (staff)	Regional and state planning documents coordinated with local plans	06/28/24

WORK ELEMENT NUMBER 641**Transportation Improvement Programs (TIP)****Agency:** SCCRTC**Project Manager:** Rachel Moriconi, Senior Transportation Planner**Total Budget:****\$236,750****ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2023-2024****EXPENDITURES****REVENUE**

Category	Amount (\$)	Change	Source	Amount (\$)	Change
Personnel	215,000	0	State RPA	70,525	0
Contractual	21,750	0	STIP	123,000	0
			Local	43,225	0
TOTAL	236,750	0	TOTAL	236,750	0
			% Federal	0%	

Note: Contractual work under this work element is paid for by local funds and is for assistance with the analysis of programming criteria or potential development of funding sources

Project Description

Administer and monitor federal aid funding programs whose projects are included in the Federal Transportation Improvement Program (FTIP), including programs identified in FAST Act and IIJA such as the Surface Transportation Block Grant Program (STBG - formerly RSTP) and Transportation Alternatives Program (TAP), Highway Safety Improvement Program (SB 1) including the Local Partnership Program (LPP,) Active Transportation Program (ATP) and Solutions for Congested Corridors Program (SCCP). This includes the production, maintenance and amendments of programming documents required for federally funded and regionally significant projects. The work also includes assisting project sponsors with compliance of requirements to receive the funds and deliver the federally funded and regionally significant projects. This work element also includes leveraging federal funds to secure any required match and funding from other sources to deliver as many regionally significant transportation projects as possible. Produce and implement the Regional Transportation Improvement Program (RTIP) to secure State Transportation Improvement Program (STIP) funds for federally funded and regionally significant projects to ensure delivery of as many regionally significant projects as possible that are included in the Metropolitan Transportation Plan (MTP) and the Metropolitan Transportation Improvement Program (MTIP). Work with regional and state partners on appropriate implementation of the federal transportation act, FAST Act and IIJA, in California and the Road Repair and Accountability Act of 2017 (SB 1.)

Project Product(s)

FY 2022/23 to FY 2025/26 Metropolitan Transportation Improvement Program (MTIP) updates and amendments

Funding applications and decisions for Surface Transportation Block Grant Program funds and other funding sources

Amendments to the 2022 Regional Transportation Improvement Program and State Transportation Improvement Program

Initiation of the 2024 Regional Transportation Improvement Program and State Transportation Improvement Program

Federally Eligible Task**Proposed Expenditure of Federal Funding (PL)**

Production and maintenance of the MTIP, RTIP and other programming documents to secure funding and delivery of federally funded and regionally significant projects.

0%

Implementation, administration and monitoring of federal aid funding programs

Previous Accomplishments

In FYs 2019/20, 2020/21 and 2021/22, RTC engaged with partner agencies to address funding reductions resulting from the impacts of the COVID-19 pandemic and access funds from the federal and state efforts to assist local transportation agencies such as the CARES Act, CRRSAA and the American Rescue Plan. In FY 2021/22, the RTC implemented a consolidated funding plan to program funds from a variety of sources and produced the 2022 RTIP. In FY 2022/23, the RTC made several amendments to the 2022 RTIP and worked with AMBAG and the CTC to make corresponding amendments to the FTIP and the STIP. The RTC also coordinated with AMBAG on the production of the 2023 Metropolitan Transportation Improvement Program (MTIP). In addition, RTC worked to implement funding programs in the federal FAST Act and IIJA.

Task	Description	Deliverables	Completion Date
1	Prepare, amend and maintain the Regional Transportation Improvement Program (RTIP) to ensure full funding and delivery of projects in the MTP/SCS and MTIP (staff)	Materials including draft documents, final documents, amendments and timeline	06/28/24
2	Prepare applications and programming documents for Surface Transportation Block Grant (STBG) Program and State Transportation Improvement Program (STIP) funds (staff)	Application and timeline	06/28/24
3	Solicit and receive project applications for the Surface Transportation Block Grant Program and State Transportation Improvement Program (STIP) (staff)	Funding applications	06/28/24
4	Review and evaluate project proposals for the RTIP including their potential to improve safety of the transportation system and reduce GHG emissions; produce draft programming recommendations and program funds (staff)	Recommendations and staff reports and materials	06/28/24
5	Work with AMBAG to prepare amendments to the MTIP and any supporting programming documents such as the RTIP and STIP as needed (staff)	Materials for MTIP amendments	06/28/24
6	Coordinate with AMBAG, Caltrans and other entities as needed on all Federal Transportation Improvement Program (FTIP) amendments and amendments of other programming documents such as the Regional Transportation Improvement Program and the State Transportation Improvement Program (STIP) that impact the FTIP (staff and partner agencies)	FTIP amendments	06/28/24
7	Conduct planning activities (including corridor studies and other transportation planning studies) to identify and develop candidate projects for the Federal Transportation Improvement Program (FTIP) and Regional Transportation Improvement Program (RTIP) (staff)	Planning studies	06/28/24
8	Monitor the state and federal transportation budgets and work with Caltrans and the California Transportation Commission on obtaining funding for federally funded and regionally significant projects included in the FTIP, STIP, RTIP, and MTP/RTIP (staff and partner agencies)	State and federal transportation budget information materials and reports	06/28/24
9	Monitor federal actions with regard to federal transportation act reauthorization, implementation, extensions and appropriations to ensure funding availability for the MTP and MTIP project lists (staff)	Materials and reports, teleconferences phone calls	06/28/24
10	Program funds for projects through federal and state funding programs that provide funding for regionally significant projects included in the MTIP such as the State Transportation Improvement Program (STIP) and the Surface Transportation Block Grant Program (staff)	Transportation improvement program documents	06/28/24
11	Monitor the implementation of STBG, STIP, HSIP, TAP, NHPP, HBP, Earmark, and other federally-funded programs, with an emphasis on meeting funding program requirements such as timely use of funds and compliance with all Federal and state laws and California Transportation Commission guidelines (staff)	Communications with project sponsors	06/28/24
12	Exchange federal STBG funds for State funds through the State's STP Exchange program (staff)	Reports, resolutions, and agreements	06/28/24
13	Assist local agencies with funding allocation requests (staff)	Allocation requests	06/28/24
14	Work with AMBAG and Caltrans to monitor both major and minor state highway data and information for potential programming of federal, state and/or local funds and secure the funding needed for delivery (staff and partner agencies)	Communications with partner agencies	06/28/24

15	Work with AMBAG, counterpart regional agencies, Caltrans and the California Transportation Commission (CTC) on the development of implementation policies and procedures for federal and state funding programs, including those under SB 1 (staff and partner agencies)	Improved funding procedures	06/28/24
16	Prepare state and federally-mandated information and reports for AMBAG, Caltrans, FHWA, and the CTC (staff)	Reports	06/28/24
17	Monitor development of performance measures as part of FAST Act and IIJA implementation to maximize efficiency of implementation of the MTP and MTIP (staff)	Reports, communications with state and federal agencies	06/28/24
18	Implement a comprehensive public participation and outreach program for production of the various programming documents and funding decisions that includes public workshops, public meetings, printed materials, web site information, public surveying, bilingual outreach, social media, media releases, radio, remote participation for public meetings, etc. (staff)	Outreach materials including materials in Spanish and to traditionally underrepresented communities	06/28/24
19	Work with local agencies, regional agencies, Caltrans and the California Transportation Commission to ensure full compliance with requirements of SB 1 funding sources and maximize the Santa Cruz County benefits from SB 1 funding (staff and partner agencies)	Communications with partner agencies	06/28/24

WORK ELEMENT NUMBER 682**Santa Cruz Branch Rail Line****Agency:** SCCRTC**Project Manager:** Luis Pavel Mendez, Deputy Director
Sarah Christensen, Senior Transportation Engineer**Total Budget:** \$3,504,925**ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2023-2024****EXPENDITURES****REVENUE**

Category	Amount (\$)	Change	Source	Amount (\$)	Change
Personnel	890,000	0	Measure D	3,302,000	0
Services & Supplies	2,614,925	0	Short Line RRIP	0	0
			Local	202,925	0
TOTAL	3,504,925	0	TOTAL	3,504,925	0

Project Description

This work element involves management and development of the Santa Cruz Branch Rail Line right-of-way, purchased by the RTC in 2012 from Union Pacific (UP), and planning for improved future uses. UP retained a freight easement, which UP transferred to the shortline freight service provider selected by the RTC. The RTC, through partnership with the selected rail service operator instituted seasonal recreational passenger rail service and will consider other recreational service possibilities. The development of bicycle and pedestrian paths using the right-of way adjacent to the rail line is shown within the bicycle pedestrian projects work element.

Project Product(s)

SCCRTC meeting materials; Implementation plans for recreational rail service; studies for potential rail and other transit service; agreements with operators; leases

Other Task (nonfederal)

Ownership and management of Santa Cruz Branch Rail Line right-of-way and infrastructure and its operation

Previous Accomplishments

St. Paul and Pacific Railroad (SPPR), the RTC-selected rail service provider, continued to provide freight rail service and work to expand it. Freight volumes were negatively impacted by the COVID-19 pandemic and began to rebound in FY 2022/23. In FY 2021-22, the RTC completed the 2017 storm damage repairs and FY 2022/23 worked with FEMA and CalOES to submit a close out package and request reimbursement for the completed repairs. In FY 2021/22, the RTC secured a Short Line RR Improvement Program grant for repairs to Pajaro River bridge and in FY 2022/23 awarded a construction contract for those repairs. In FY 2022/23 the rail line again sustained storm damages and the RTC initiated work with FEMA and CalOES for storm damage clean up and repairs. In FY 2022/23, the RTC approved funding and selected a consultant for an electric passenger rail concept plan that will lead to environmental analysis and preliminary design. In FY 2022/23, the RTC also secured an TIRCP grant in the amount fo \$3.45 million for the production of the passenger rail concept plan.

Task	Description	Deliverables	Completion Date
1	Establish and maintain contracts and systems to effectively, efficiently and reliably operate the freight service, maintain the rail line and manage the ownership of the property (staff and consultants)	Service contracts, leases, property management policies	06/28/24
2	Investigate lease possibilities, update old leases and secure new leases (staff and consultants)	Updated leases	06/28/24
3	Coordinate operation of the Santa Cruz Branch Rail Line, including current and future uses, with operators, shippers, partner agencies and local jurisdictions (staff, partner agencies and consultants)	Operation agreements	06/28/24

4	Work with rail service operators on the development of recreational rail service on the rail line (staff)	Rail service plan and implementation	06/28/24
5	Seek planning grant funds for the production of feasibility studies and implementation plans for various types of passenger and transit service on the Santa Cruz Branch Rail Line (staff)	Grant applications	06/28/24
6	Guide consultant and contractor work on the rehabilitation of structures and repair and maintenance of railroad infrastructure of the Santa Cruz Branch Rail Line in cooperation with the rail operator and local jurisdictions (staff and consultants)	Meetings, agendas, minutes, phone calls	06/28/24
7	Seek funding for other necessary improvements to the Santa Cruz Branch Rail Line in cooperation with the rail operator and other regional partners (staff and partner agencies)	Funding applications and requests	06/28/24
8	Working with the selected consultant, Caltrans, local jurisdictions, stakeholders and the public work towards completion of the concept plan for electric passenger rail service (staff and consultants)	Electric passenger rail concept plan	06/28/24
9	Continue to work with the Caltrans Division of Rail and Mass Transportation (DRMT) on any updates and implementation of the State Rail Plan and regional rail service efforts that could benefit Santa Cruz County travelers (staff and partner agencies)	Plan production materials and State Rail Plan	06/28/24
10	Continue to work with the Transportation Agency for Monterey County, the Coast Rail Coordinating Council, Caltrain, AMTRAK and Caltrans Division of Rail to support the establishment of a rail station at the Pajaro junction for any new or expanded rail passenger service on the coast mainline (staff and partner agencies)	Meetings, phone calls, email, reports, presentations	06/28/24

WORK ELEMENT NUMBER 683**Highway and Roadway Planning (SCCRTC)****Agency:** SCCRTC**Project Manager:** Rachel Moriconi, Senior Transportation Planner**Total Budget:** \$125,000**ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2023-2024****EXPENDITURES****REVENUE**

Category	Amount (\$)	Change	Source	Amount (\$)	Change
Personnel	125,000	0	State RPA	89,981	0
Other		0	Local	35,019	0
TOTAL	125,000	0	TOTAL	125,000	0
			% Federal	0%	

Project Description

This work element is for the planning work necessary to maintain and improve the roadway and highway system for efficient movement of people and goods. The work includes participation and coordination with Caltrans on the State Highway Operations and Protection Program, and any other planning documents and efforts to improve the operation and safety of the state highway system. The work also includes participation with local jurisdictions and other partner agencies in their planning efforts to maintain and improve the operation and safety of the highway and roadway system and intersections of the system. This element also includes working with Caltrans, AMBAG and other regional agencies on the effective movement of goods into, out of and through Santa Cruz County.

Project Product(s)

SR 1 Transportation Concept Report, coordinated State Highway Operations and Protection Program (SHOPP)

SR 1 San Lorenzo Valley Schools Area Access and Circulation Study

Local roadway needs assessment

Local highways safety plan or Safe Streets for All Action Plan

Federally Eligible Task**Proposed Expenditure of Federal Funding (PL/FTA 5303)**

Work with Caltrans and local jurisdictions and other entities on planning for improved roadways and highways **0%**

Previous Accomplishments

In FY 2021-22, the RTC, Caltrans, County of Santa Cruz, Santa Cruz METRO, and San Lorenzo Unified School District entered into an MOU for a partnership to produce the SLV Schools Circulation and Access Study to help identify needed improvements and a contract was secured to initiate the study. In FY 2022/23, working with the hired consultant and partner agencies, the RTC completed the draft circulation and access study and released it for public review and input. RTC staff and committees reviewed and provided input on the Caltrans biannual SHOPP update. The RTC also participated with the County of Santa Cruz and the City of Watsonville as they work to produce a local roadway safety plan for county roads and roads in the City of Watsonville. RTC staff also investigated possibilities for the production of a local highways safety plan or safe streets for all action plan that includes Highway 9 and other state highway segments not already included in other local safety plans. In FY 2022-23, working with local stakeholders, the RTC developed a workplan for Highway 1 North Coast TDM plan and is sought funds for the production of such a plan to address the transportation needs of locals and visitors.

Task	Description	Deliverables	Completion Dates
1	Proactively review Caltrans SHOPP projects for local and state partnership opportunities during PID development in order to implement multi-modal improvements needed in Santa Cruz County. This includes coordination with Caltrans and the Interagency Technical Advisory Committee at meetings and other communications means. (staff and partner agencies)	Communications with partner agencies and information materials, coordinated SHOPP	06/28/24

2	Work with partner agencies on preparation and update of regional road assessments to establish roadway funding needs and priorities for inclusion in programming documents. (staff and partner agencies)	Regional roads assessment and updates	06/28/24
3	Prepare public information materials in English and Spanish regarding highway and roadway needs and priorities and to communicate to decision makers and the public the need for funding these priorities. (staff)	Public information materials, reports and presentations	06/28/24
4	Work with Caltrans, the CHP and other transportation partners through the Traffic Operation Systems (TOS) Oversight Committee and Safe on 17 Task Force to identify safety, mobility and operations needs, priorities and improvements for inclusion in planning and programming documents. (staff and partner agencies)	Communications with partner agencies and meetings	06/28/24
5	Work with Caltrans and other partners to implement the State Route 17 Access Management Plan and communicate to the public the efforts and progress of implementation. (staff and partner agencies)	Inclusion of State Route 17 Access Management Plan elements in funding efforts, public outreach materials	06/28/24
6	In cooperation with Caltrans and other regional partners, review and participate in the production of corridor studies to help ensure consistency with the Regional Transportation Plan (staff and partner agencies)	Meeting materials, communications and Concept Reports for state highways	06/28/24
7	Work with Caltrans, the County of Santa Cruz, and the public to prioritize funding needs and identify funding opportunities for the Highway 9 Corridor (staff and partner agencies)	Meeting materials, communications and documentation of multimodal needs on SR9	06/28/24
8	Working with Caltrans, the County of Santa Cruz, the San Lorenzo Valley School District and the public complete the Highway 9 schools complex circulation and access study (staff, partner agencies and consultant)	Circulation and access study	06/28/24
9	Continue to work with Caltrans on collaboration and funding partnerships for complete streets improvements on Highway 9 (staff and partner agencies)	Funding applications and agreements	06/28/24
10	Work with Santa Cruz METRO and other local and regional agencies to continue to incorporate the Bus on Shoulders study into planning and programming efforts (staff and partner agencies)	Meeting materials, communications, and funding arrangements	06/28/24
11	Work with Caltrans and local agencies to develop strategies of the Strategic Highway Safety Plan (SHSP) appropriate to Santa Cruz County and investigate the possibility of developing a dedicated local highway safety plan or safe streets for all action plan for Santa Cruz County (staff and partner agencies)	Safety strategies, communications and reports	06/28/24
12	Work with Caltrans, the Land Trust of Santa Cruz County and other transportation partners to develop plans for improved motorist safety and wildlife protection along Highways 1 and 17. (staff and partner agencies)	Meeting materials and communications with partner agencies.	06/28/24
13	Participate with Caltrans District 5 and District 4 and other partners on the production of a SR 17 Adaptation and Resiliency Plan (staff and partner agencies)	Meeting materials and communications with partner agencies and resiliency plan	06/28/24
14	Work with Caltrans, the CHP and other partner agencies to develop plans for necessary transportation improvements on Highways 129 and 152 (staff and partner agencies)	Meeting materials and communications with partner agencies.	06/28/24
15	Continue to work with Caltrans, the County of Santa Cruz and other partners to secure funds for and produce a safe streets for all action plan/local rural highways safety plan	Safe streets for all action plan/local rural highways safety plan	06/28/24
16	Work with Caltrans, local and regional agencies to ensure that requirements of SB 1 for highway and roadway planning and improvement are fully met and well coordinated (staff and partner agencies)	Meeting materials and communications with partner agencies.	06/28/24

WORK ELEMENT NUMBER 684**Highway 1 Corridor Investment Program (SCCRTC)****Agency:** SCCRTC**Project Manager:** Sarah Christensen, Senior Transportation Engineer**Total Budget:**

\$15,417,662

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2023-2024**EXPENDITURES**

Agency	Amount (\$)	Change
Personnel	475,000	0
Services and supplies	14,942,662	0
TOTAL	15,417,662	0

REVENUE

Source	Amount (\$)	Change
RSTPX	25,000	0
Local	256,000	0
Measure D	14,936,662	0
SB1-SCCP	200,000	0
TOTAL	15,417,662	0
% Federal	0%	

Project Description

SCCRTC is responsible for tasks including the implementation of the Project Approval/ Environmental Documents (PA/ED) phase for the Highway 1 Corridor Investment Program, which includes HOV Lanes and bicycle and pedestrian crossings. Through this investment program, the SCCRTC will produce environmental documents with project level environmental review for auxiliary lanes and bus on shoulder projects between 41st Avenue and Freedom Boulevard with bicycle and pedestrian overcrossings as planned. As environmental review is completed for specific highway segments, the RTC will proceed to design and then construction of projects. Through every step the RTC will work with Caltrans and other partner agencies and secure funding to implement the projects.

Project Product(s)

Environmental documents for specific highway segments within the Highway 1 Corridor Investment Program to construct auxiliary lanes, bus on shoulder infrastructure and bicycle and pedestrian overcrossings; final design of specific highway segments and components; and construction of projects

Other Task

Project Approval/ Environmental Documents (PA/ED) for specific highway segments, final design documents and construction of projects

Previous Accomplishments

In FY 2022/23, construction of the Highway 1 41st to Soquel Auxiliary Lanes project began. Also in FY 2022/23, the RTC completed the final design and bid package for the Highway 1 Bay/Porter to State Park Drive Auxiliary Lanes and Mar Vista Overcrossing project and a construction contract was awarded for the project. In addition, the RTC completed the draft environmental review documents for the Highway 1 State Park Drive to Freedom Boulevard Auxiliary Lanes project and released them for public review and comment. In partnership with Caltrans, the RTC held a virtual open house, an in-person open house and a public hearing with the RTC Board to provide information on the environmental documents and receive public comments.

Task	Description	Deliverables	Completion Date
1	Work with and support consultants, project development teams, Caltrans, local, and regional agencies on the construction of the Highway 1 41st to Soquel auxiliary lanes with bus on shoulders project (staff, partner agencies and consultants)	Meetings, agendas, minutes	06/28/24
2	Guide the consultant work in cooperation with project partners to complete the design for the Mar Vista Pedestrian/Bicycle Crossing of Highway 1 (staff, partner agencies and consultants)	Final desing and construction contract	06/28/24

3	Guide the consultant work in cooperation with project partners to complete the design and initiate constructin for the Highway 1 Sate Park to Bay/Porter Auxiliary lanes with bus on shoulders project (staff, partner agencies and consultants)	Final design and construction contract	06/28/24
4	Guide the consultant work in cooperation with project partners to complete environmental documents and design for the Highway 1 Freedom Boulevard to Sate Park Drive Auxiliary lanes with bus on shoulders project (staff, partner agencies and consultants)	Environmental documents and final design	06/28/24
5	Working with Santa Cruz METRO, Caltrans and other partners incorporate the necessary Bus on Shoulder features into the design of the auxiliary lanes projects (staff, partner agencies and consultants)	Technical studies, preliminary design & environmental document	06/28/24
6	Work with the California Traffic Control Devices Committee (CTCDC) on any necessary signage approvals to implement "Bus on Shoulder" improvements (staff)	Submittals to the CTCDC and CTCDC approval	06/28/24
7	Work with Caltrans, resource agencies and local partners to produce a plan, project initiation documents and environmental analysys to identifiy strategies that preserve and enhance the critical transportation link that is Highway 1 in the North Coast while preserving and enhancing the critical habitat in the region. (staff and partner agencies)	Meetings, communications, Feasibility Study, Modeling, and concept report	06/28/24
8	Coordinate with Caltrans and the consultant team to meet all funding and project reporting requirements and ensure designs and environmental documents meet state requirements. (staff and consultants)	Reports, invoices	06/28/24
9	Implement public outreach plans for the environmental documents and design including outreach to traditionally underrepresented communities (staff and consultants)	Public meetings, outreach materials in English and Spanish	06/28/24
10	Coordinate public outreach efforts with other RTC projects and other local and regional agencies, and respond to concerns from residents and businesses (staff and partner agencies)	Coordinated outreach, responses to public	06/28/24
11	Release requests for proposals and select consultants for various environmental review and design work activities (staff and consultants)	RFPs, consultant contracts	06/28/24

WORK ELEMENT NUMBER 801**Measure D Implementation****Agency:** SCCRTC**Project Manager:** Rachel Moriconi, Senior Transportation Planner
Tracy New, Director of Finance and Budgets**Total Budget:** \$27,723,933**ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE: FY 2023-2024****EXPENDITURES**

Agency	Amount (\$)	Change
Personnel	780,757	0
Services and supplies	48,500	0
Apportionments	26,894,426	0
Unappropriated	250	0
TOTAL	27,723,933	0

REVENUE

Source	Amount (\$)	Change
Measure D	27,723,933	0
TOTAL	27,723,933	0
% Federal	0%	

Project Description

SCCRTC is responsible for implementing Measure D, which was approved in November 2016 by over 2/3 of county voters and began generating revenue for transportation projects in April 2017, after the RTC established the necessary agreements with the State. Implementation includes receiving funds from the 1/2-cent transactions and use tax and distributing those funds to the cities, the county, SC Metro and Community Bridges. The RTC also programs some of the Measure D funds to projects and is responsible to ensure that those projects get delivered in accordance with Measure D. The effort includes an oversight committee to help account for the expenditure of funds consistent with the approved Measure D and to produce an annual report.

Project Product(s)

Agreements with local agencies and project sponsors, annual reports, audit reports, 5 year implementation plans and updates, 30-year implementation plan and updates

Previous Accomplishments

In FY 2022-23 raised over \$27 million for a variety of transportation projects, after rebounding from a revenue reduction during the early stages of the COVID-19 pandemic. The RTC approved Measure D 5-year plans, which estimate Measure D revenues and allocations over the next five years. The Measure D Oversight Committee reviewed FY 2021-22 Measure D audits of all of the agencies receiving Measure D funds, determined that the expenditures were consistent with the measure and released an annual report in both English and Spanish.

Task	Description	Deliverables	Completion Date
1	Receive funds from State Department of Tax and Fee Administration, distribute the funds to local agencies and projects in accordance with Measure D and RTC policies and decisions (staff and partner agencies)	Payments received and issued	06/28/24
2	Produce estimates of overall funding available and the formula distributions to each category of projects and implementing entity (staff and consultants)	Fund estimates	06/28/24
3	Secure and manage consultant services to analyze funds received and produce reports and audit the use of the funds (staff and consultants)	Requests for proposals, contracts	06/28/24
4	Produce and implement outreach plan to inform voters on the use of Measure D funds (staff and partner agencies)	Public outreach plan, including Spanish outreach	06/28/24
5	Produce, maintain and update agreements with local agencies for funding allocations (staff and partner agencies)	Funding agreements	06/28/24
6	Produce and publish annual reports and audit reports per Measure D (staff and partner agencies)	Reports	06/28/24

7	Prepare and update 5-year and 30-year implementation plans consistent with the approved Measure D and the approved Expenditure Plan included in the measure (staff)	Implementation plans	06/28/24
8	Establish policies and guidelines and update them as necessary to ensure sound implementation of Measure D (staff)	Guidelines and policies	06/28/24
9	Establish, staff and maintain citizens oversight committee in accordance with Measure D (staff)	Oversight committee, agendas, minutes	06/28/24

Fiscal Year 2023/24 SCCRTC Work Program Funding Summary

		State RPA	STIP	SB1- SCCP	Short Line RRIP	Local	Caltrans Freeway Service Patrol (FSP)	RTC SAFE	MTC SAFE	SB1 Sust. Comm. Grant	FTA 5304	Measure D	RSTPX	TOTAL
WE101	Overall Work Program					45,000								45,000
WE102	TDA Administration					1,218,779								1,218,779
WE112	Transp. Plan Coord. & Interagency Liaison	90,672				64,328								155,000
WE113	Public Part. Program					72,500								72,500
WE177	Freeway Serv. Patrol						314,571					190,000		504,571
WE178	Service Authority for Freeway Emergencies							439,250	50,000			50,000		539,250
WE179	Cruz511/Rideshare					91,100		50,000				210,000	68,663	419,763
WE413	SCC Climate Adapt.- Vulnerability Assessmt.					92,000				386,800				478,800
WE415	Transportation Equity Action Plan for SCC					75,000					318,000			393,000
WE614	Bike/Ped Planning					75,000								75,000
WE615	Bike & Ped Projects					228,000						2,946,650	208,761	3,383,411
WE621	Elderly & Disabled & ADA					80,000								80,000
WE622	Transp. Planning for the Region	85,822				224,178								310,000
WE641	Transp. Imprvmt. Prgm.	70,525	123,000			43,225								236,750
WE682	Rail/Trail Authority				0	202,925						3,302,000		3,504,925
WE683	Highway and Roadway Planning	89,981				35,019								125,000
WE684	Highway 1 Corridor Investment Program			200,000		256,000						14,936,662	25,000	15,417,662
WE801	Measure D Implement.											27,723,933		27,723,933
TOTAL		337,000	123,000	200,000	0	2,803,054	314,571	489,250	50,000	386,800	318,000	49,359,245	302,424	54,683,344

Notes:

- (1) WE 413 - full SB1 grant funding minus estimated usage in FY 2022/23 is programmed. This will be used over fiscal years 2023/24 and 2024/25. The work must be completed by February 28, 2025.
- (2) WE 415 - full FTA 5304 grant funding minus estimated usage in FY 2022/23 is programmed. This will be used over fiscal years 2023/24 and 2024/25. The work must be completed by June 30, 2025.

TO: Santa Cruz County Regional Transportation Commission

FROM: Brianna Goodman, Transportation Planner

RE: Hwy 9/SLV Complete Streets Corridor Plan - Safety Action Plan Amendment

RECOMMENDATIONS

Staff recommends that the Commission adopt a resolution (Attachment 1):

1. Amending the Highway 9/SLV Complete Streets Corridor Plan (SLV Plan) to combine the SLV Plan, the Highway 9 Complete Streets PID 05-1M550, and the resolution included as Attachment 1, to be known as the Highway 9 Complete Streets Action Plan;
 2. Reiterating RTC's commitment to Vision Zero: a goal of zero traffic deaths and serious injuries by 2045 on Highway 9 in San Lorenzo Valley; and
 3. Establishing the RTC's Interagency Technical Advisory Committee (ITAC) as the body responsible for monitoring progress of the Highway 9 Complete Streets Action Plan and recommending implementation actions to RTC.
-

BACKGROUND

Highway 9 (Hwy 9) is the primary travel corridor through San Lorenzo Valley (SLV). It serves as the "Main Street" and economic center for the towns of Felton, Ben Lomond, Brookdale, and Boulder Creek, and as an interregional arterial connecting Silicon Valley and Santa Cruz. SLV community members, the County of Santa Cruz, Santa Cruz Metropolitan Transit District, Caltrans, the RTC and other stakeholders have identified significant transportation deficiencies along the corridor.

The Highway 9/SLV Complete Streets Corridor Plan (SLV Plan) was approved by the RTC in June 2019 and identifies transportation needs and opportunities and prioritizes potential transportation projects and concepts along Hwy 9 and adjoining county roads through the SLV. This multimodal plan includes corridor-wide and location-specific ideas for improving safety for pedestrians, bicyclists and motorists; access to schools, businesses, and bus stops; traffic operations, pavement conditions, drainage, and other needs along this important corridor.

The RTC programmed \$250,000 of Measure D-SLV/Highway 9 Corridor funding for preliminary scope and engineering documents to initiate projects, create programming documents, and to prepare grant applications for priority projects identified in the SLV Plan. The RTC entered into a Cooperative Agreement (05-0352) with Caltrans District 5 to complete the Project Initiation Document (PID) to scope the ideas identified in the SLV Plan into 6 complete streets projects.

Since the completion of the PID, staff is actively pursuing funding for the development of the 6 projects defined in the SLV PID. SLV Program Fact Sheet is included as Attachment 2. A federal earmark of \$1.5 million was secured for the Boulder Creek Complete Streets Project (Project 5). The Staff submitted an application to the Safe Streets for All (SS4A) federal grant program and was unsuccessful in securing funds because the RTC did not have an adequate SS4A Action Plan required to be eligible for the funds.

DISCUSSION

Following the grant award announcement for the SS4A program, the grant program managers debriefed RTC staff to help provide us with a better understand how the project could be more competitive. The SS4A program managers indicated that the RTC submitted a strong application but questioned the adequacy of the combined SLV Plan/PID to serve as the corridor's SS4A Action Plan.

A SS4A Action Plan includes:

1. Leadership commitment and goal setting that includes a goal timeline for eliminating roadway fatalities and serious injuries.
2. Planning structure through a committee, task force, implementation group, or similar body charged with oversight of the Action Plan development, implementation, and monitoring.
3. Safety analysis of the existing conditions and historical trends that provides a baseline level of crashes involving fatalities and serious injuries across a jurisdiction, locality, Tribe, or region.
4. Engagement and collaboration with the public and relevant stakeholders, including the private sector and community groups, that allows for both community representation and feedback.
5. Strategy and project selections that identify a comprehensive set of projects and strategies, shaped by data, the best available evidence and noteworthy practices, as well as stakeholder input and equity considerations, that will address the safety problems described in the Action Plan.
6. Progress and transparency methods that measure progress over time after an Action Plan is developed or updated, including outcome data.

Federal SS4A program staff determined that the SLV Plan/SLV PID did not meet the first, second, and sixth criteria as defined above. An approved SS4A Action Plan is required to be eligible for federal funding from either the SS4A Program funds for implementation, or for the Highway Safety Improvement Program (HSIP). These two funding programs are vital funding opportunities for the Highway 9 corridor that Measure D and other discretionary funds can leverage.

Staff recommend that the RTC adopt a resolution (Attachment 1) to amend the Highway 9/SLV Complete Streets Corridor Plan to include both the 05-1M550 Highway 9 Complete Streets PID and the resolution itself, to be named the Highway 9 Complete Streets Action Plan, and to commit to a goal of zero traffic deaths and serious injuries on Highway 9 by 2045 as approved in the 2045 RTP, and to appoint the RTC's Interagency Technical Advisory Committee (ITAC) to serve as the body responsible for

monitoring progress and recommending actions on the Highway 9 Complete Streets Action Plan.

The Vision Zero goal is in accordance with RTP 2045 Goal #2 – Reduce transportation related fatalities and injuries for all modes. Progress toward Vision Zero on Hwy 9 will be monitored using crash data in alignment with RTP 2045 Target 2.A – Vision Zero: Eliminate traffic fatalities and serious injuries by 2045 for all modes. By 2030, reduce fatal and serious injuries by 50 percent (compared to 2020). This monitoring of progress utilizing crash data will fulfill the 6th SS4A Action Plan criteria.

Since the ITAC includes representatives from SLV Plan partners at Santa Cruz County, Caltrans, and METRO, ITAC is well suited to serve as the oversight body for the Highway 9 Complete Streets Action Plan. Oversight responsibilities of Highway 9 Complete Streets Action Plan implementation include monitoring activities, such as receiving reports on progress toward Vision Zero on Hwy 9. ITAC would be tasked with recommending project implementation pathways, including seeking grants, but all expenditures of Measure D funds will still be brought before the Commission for approval. ITAC considered the proposal to serve as the oversight body at their May 2023 meeting and unanimously recommended approval to the RTC.

By approving these actions and formally combining the SLV Plan with the SLV PID into a combined document (Highway 9 Complete Streets Action Plan) federal requirements for both a SS4A Action Plan and a Local Roadway Safety Plan (LRSP) will be fulfilled, allowing projects identified in the SLV Plan and further refined and scoped in the SLV PID to be eligible for federal SS4A and HSIP funding.

Next Steps

Staff plans to re-apply for an Implementation Grant for the Boulder Creek Complete Streets Improvements project ([Attachment 3](#)) for Cycle 2 of the SS4A Implementation Grant program, which has a July 10, 2023 application deadline.

SUMMARY

The SLV Plan was completed in 2019, and the SLV PID was completed in 2022. These documents analyze crash data and identify projects based on the corridor's needs and public input on Highway 9 in SLV. In order to make the SLV Plan/SLV PID adequately serve as the RTC's Safe Streets for All Action Plan for Highway 9, RTC staff recommend that the commission commit to a goal of zero traffic deaths and fatalities on Highway 9 by 2045 as previously approved in the 2045 RTP, and approve ITAC to serve as the committee charged with monitoring progress of the SLV Program, including progress towards Vision Zero, and recommending implementation actions to RTC. This action will allow projects along Highway 9 to compete for HSIP and SS4A funding.

Attachments:

1. Resolution
2. SLV Program Fact Sheet
3. Boulder Creek Complete Streets Improvements Project Fact Sheet

\\rtcserv2\Shared\RTC\TC2023\06\Consent\Hwy 9 Complete Streets Plan Addendum\Hwy 9 Complete Streets Plan Addendum SR.docx

RESOLUTION NO. _____

Adopted by the Santa Cruz County Regional Transportation Commission
on the date of June 1, 2023
on the motion of Commissioner _____
duly seconded by Commissioner _____

A RESOLUTION ESTABLISHING A VISION ZERO POLICY TO WORK TOWARD
ZERO TRAFFIC DEATHS AND SEVERE INJURIES ON HIGHWAY 9 IN THE
UNINCORPORATED AREA OF SANTA CRUZ COUNTY KNOWN AS SAN
LORENZO VALLEY, AND FORMALIZING AND MONITORING THE HIGHWAY 9
COMPLETE STREETS ACTION PLAN

WHEREAS, the life and health of Santa Cruz County residents is of the
utmost priority;

WHEREAS, Vision Zero is the concept that there are no acceptable
number of traffic deaths and serious injuries on local roadways;

WHEREAS, the RTC approved 2045 Regional Transportation Plan includes
a goal of Vision Zero – to eliminate traffic fatalities and serious injuries by
2045, with an interim benchmark goal of reducing traffic fatalities and
serious injuries by 50 percent by 2030 compared to 2020 levels;

WHEREAS, to address immense transportation needs and severe
transportation funding shortfalls, Santa Cruz County voters approved
Measure D in November 2016 by over a 2/3 majority;

WHEREAS, the RTC is the agency responsible for delivering and
distributing funds for regional and local transportation projects in the voter-
approved Measure D Expenditure Plan including Highway Corridors, Active
Transportation (Coastal Rail Trail), Rail Corridor, San Lorenzo Valley
Highway 9 Corridor Improvements, and the Highway 17 Wildlife Crossing;

WHEREAS, the RTC worked with the community to prepare a complete
streets corridor plan for Highway 9 and connecting county roads through San
Lorenzo Valley (SLV) that identifies, prioritizes, and will facilitate
implementation of some of the most critical and cost effective transportation
projects in the corridor;

WHEREAS, the Highway 9/SLV Complete Streets Corridor Plan (SLV Plan)
was approved by RTC in 2019 and included coordination with other
government agencies, engagement with the public and relevant stakeholders
and incorporation of that collaboration into the plan; as well as identifying

and prioritizing a comprehensive set of projects and strategies to address identified safety problems;

WHEREAS, the RTC funded the Caltrans-led Highway 9 Project Initiation Document (SLV PID) 05-1M550 was completed in 2022 to analyze existing conditions including comprehensive crash data, systemic safety needs, project identification and feasibility, and implementation schedules and strategies; and

WHEREAS, the RTC Interagency Technical Advisory Committee is an established body whose members include planning and public works staff from partner agencies such as Caltrans, the County of Santa Cruz, and Santa Cruz METRO.

THEREFORE, BE IT RESOLVED BY THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION THAT:

1. The Highway 9/SLV Complete Streets Corridor Plan (SLV Plan) is hereby amended to include the 05-1M550 Highway 9 Complete Streets PID (SLV PID), along with this resolution, to be known as the Highway 9 Complete Streets Action Plan;
2. The Commission commits to a goal of zero traffic deaths and serious injuries on Highway 9 in SLV by 2045; and
3. The Commission's Interagency Technical Advisory Committee (ITAC) is hereby appointed to serve as the body responsible for monitoring progress of the Highway 9/SLV Complete Streets Action Plan including progress towards Vision Zero, and recommending implementation actions to RTC.

AYES: COMMISSIONERS

NOES: COMMISSIONERS

ABSTAIN: COMMISSIONERS

Manu Koenig, Chair

ATTEST:

Guy Preston, Secretary

Distribution: RTC Fiscal, RTC Project Manager, and Caltrans Project Manager



PROJECT FACT SHEET

Updated April 2023

Neighborhood Projects: Highway 9 San Lorenzo Valley Corridor Improvements

Project Description

Highway 9 serves as the “Main Street” for the San Lorenzo Valley (SLV) towns of Felton, Ben Lomond, Brookdale, and Boulder Creek, and is an interregional arterial connecting Silicon Valley and Santa Cruz. It is the backbone for the movement of people and goods through the SLV and is the only direct route linking the four SLV towns.

There are significant transportation concerns throughout the SLV. This mountainous area has high collision rates, narrow curving roadways frequently impacted by steep terrain, significant gaps in bicycle and pedestrian facilities, a lack of walkways to many of the bus stops, traffic backups at a number of choke points, as well as pavement, drainage, and other assets in disrepair.

Measure D designates \$10 million for transportation projects in the Highway 9 corridor that will improve travel for residents of the SLV. A first step in identifying priority projects was the development of a comprehensive Highway 9 San Lorenzo Valley Complete Streets Corridor Plan. Building on past public input and planning activities, the SLV plan identifies, evaluates, and prioritizes transportation projects on Highway 9 and connecting county roads through the SLV that can be implemented in the short- and mid-term to address challenges along the corridor. The plan focuses on safety for pedestrians, bicyclists, and motorists; multi-modal access to schools, businesses, and bus stops; traffic operations, pavement conditions, drainage, and other needs in this travel corridor.

The SLV plan was accepted by the RTC in 2019, and RTC staff is now focused on delivering priority projects in partnership with Caltrans, County DPW, SLVUSD, and METRO.



Total Programming

Total Funding Secured	\$	10.8M
Funding Sources		
Measure D (Neighborhood)	\$	10M
Other*	\$	9.5M

*Includes HSIP Grant (Fed), Caltrans Planning Grant, Federal Earmark, and Match (TDA, RTC Reserve Fund & RPA) funds.



PROJECT FACT SHEET

Updated April 2023

Neighborhood Projects: Highway 9 San Lorenzo Valley Corridor Improvements

Priority Projects

The SLV Plan identifies over 30 priority projects for the corridor, including the following:

- ▶ Pedestrian and bicycle paths to the SLV schools **campus and modifications to improve traffic flow** along the schools' entrances
- ▶ **Modifications to Felton, Brookdale, Ben Lomond, and Boulder Creek town centers** to create safer pedestrian walking and crossing facilities, reduce speeding, and improve access to businesses
- ▶ Pedestrian safety and visibility improvements; and shoulder widening for bicycles

The plan will be used to secure grants and facilitate subsequent design, environmental review, and construction of these and other priority projects.

Project Delivery Strategy

The RTC, Caltrans, County of Santa Cruz, SLVUSD, and METRO are working together to **deliver components of the various complete streets projects defined by the community** in the SLV Plan. Caltrans constructed the crosswalk improvements that were funded by the Measure D-leveraged Highway Safety Improvement Program (HSIP) funds in 2020.

The RTC is collaborating on Caltrans funded Safety and repaving projects. Both of these projects are currently in the Project Approval & Environmental Documentation (PA&ED) phase, with construction expected to be complete in 2027 and 2029, respectively. These projects incorporate many complete streets and other safety improvements **as identified in the SLV Plan for Felton between El Solyo Heights Drive in the north and Redwood Drive in the south.** These improvements include sidewalks, bike lanes, crosswalk safety improvements, center turn lanes, extended turn pockets, and pedestrian refuge islands, as well as other safety elements.

The Complete Streets Project Initiation Document (PID) was funded by Measure D and covers Caltrans required scoping, estimating, and phasing assessments for the remaining projects in the SLV Plan. Completed in 2022, the RTC is now using Measure D funds to leverage state and federal grants to fund construction of additional improvements.

The RTC applied for two grant opportunities in 2022 to fund Boulder Creek Complete **Streets Improvements, as defined in the SLV Plan. The RTC is also in the process of completing the SLV Schools Access Study, a preliminary engineering study to improve circulation to and past the elementary, middle, and high schools for all modes of transportation on Highway 9 north of Felton.** This study was funded by a combination of **Measure D-leveraged grants and funding from the SLV Unified School District. Once completed, RTC will be better positioned to seek grant funding for the final design, environmental review, and construction phases.**





PROJECT FACT SHEET

Updated May 2023

Boulder Creek Complete Streets Improvements



Project Description

Highway 9 serves as the “Main Street” for the San Lorenzo Valley (SLV) towns of Felton, Ben Lomond, Brookdale, and Boulder Creek, and is an interregional arterial connecting Silicon Valley and Santa Cruz. It is the backbone for the movement of people and goods through the SLV and is the only direct route linking the four SLV towns. There are **significant transportation concerns** throughout the SLV. This mountainous area has high collision rates, narrow curving roadways frequently impacted **by steep terrain, significant gaps in bicycle and pedestrian facilities, a lack of walkways to many of the bus stops, traffic backups at a number of choke points, as well as pavement, drainage, and other assets in disrepair.**

The Highway 9 Boulder Creek Complete Streets project proposes to construct pedestrian, bicycle, and transit improvements on Highway 9 and Highway 236 in the unincorporated County of Santa Cruz area known as Boulder Creek, California. Includes improving existing sidewalks, extending the sidewalk network through the commercial area, curb extensions/bulb-outs at crosswalks, bike lanes, transit stop improvements, **center median islands, and other traffic calming measures.**



Project Highlights

- ▶ Filling gaps in the sidewalk network, and extending the sidewalk network through the commercial area
- ▶ New curb extensions/bulb-outs at crosswalks, center median islands, and other traffic calming measures
- ▶ Bike lanes/shoulders
- ▶ Transit stop improvements
- ▶ Measure D funds are being used to accelerate the project development process
- ▶ Construction expected to begin in 2027

Project Delivery Strategy

The RTC is the sponsor and Caltrans is leading the delivery of this project. Measure D-Highway 9/SLV Complete Streets funds and other RTC discretionary funds are proposed as a local match for competitive state and federal grant applications. This project completed the Project Initiation Document (PID) phase in 2022 and will begin the environmental phase upon award of competitive grant program funds.



PROJECT FACT SHEET

Updated May 2023

Boulder Creek Complete Streets Improvements

Project Funding

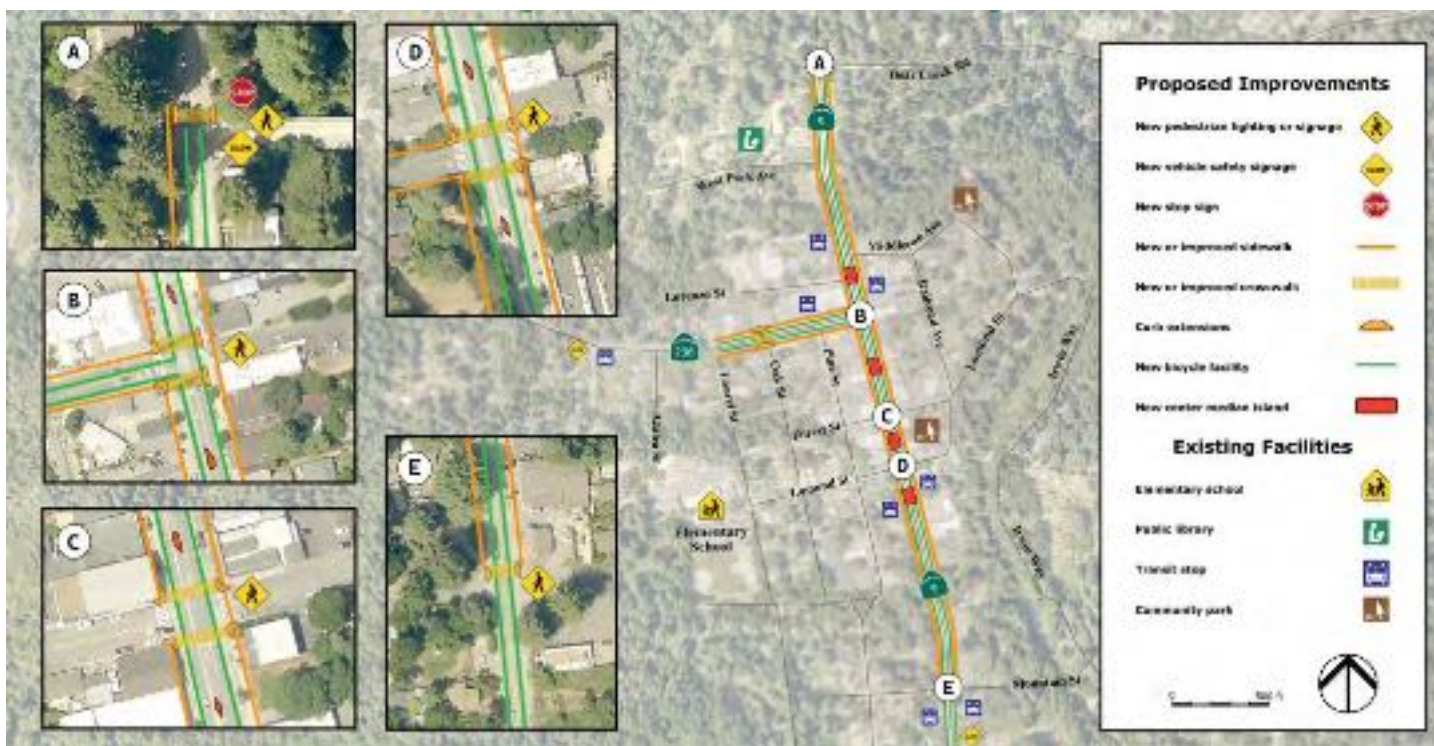
Estimated Project Cost	\$11,806,800
Funding Sources	
Federal Earmark	\$1,500,000
Measure D Match (20%)	\$2,361,360
Needed*	\$7,945,440

*Other Funds: Federal funds will be used to leverage Measure D sales tax, State Highway Operation and Protection Program (SHOPP), Boulder Creek Business Association, County, safety and active transportation grants.



Project Status/Schedule

The Project Initiation Document (PID) was completed in 2022. The environmental phase is scheduled to begin in early 2023, with construction scheduled for 2027 pending availability of funds.



AGENDA: June 1, 2023

TO: Regional Transportation Commission
FROM: Riley Gerbrandt, P.E., Associate Transportation Engineer
RE: Adopt Scope of Work and Specifications for the Phase 2 Debris Removal and Erosion Control Project

RECOMMENDATIONS

Staff recommends that the Regional Transportation Commission (RTC) adopt a Resolution ([Attachment 1](#)) adopting the Scope of Work and Specifications for the Phase 2 Debris Removal and Erosion Control Project.

BACKGROUND

The 32-mile Santa Cruz Branch Rail Line (SCBRL) has 37 bridges, 100 public and private grade crossings, and 92 drainage cross culverts. The infrastructure preservation needs of the SCBRL include bridge repairs or replacements, drainage improvements, coastal erosion repair, slope stabilization, retaining walls, grade crossing improvements and repairs, storm-related repairs, and railbed repairs.

In late December 2022 and January 2023, several severe winter storms occurred in Santa Cruz and Monterey Counties. The storms brought heavy rains, high winds, large surf, and snow, which resulted in damage to the SCBRL. Damages from the severe winter storms included, but were not limited to, downed trees, landslides, slipouts, embankment washouts, erosion, flooding, bridge damage, and deposition of debris and sediment on the SCBRL. On January 4, 2023, the Governor of the State of California proclaimed a state of emergency throughout California, and on January 14, 2023 the President of the United States of America declared a major disaster and ordered Federal aid to supplement State, tribal, and local recovery efforts in the affected areas.

Staff presented information relating to the damage caused by the severe storms at the February 2, 2023 Commission meeting.

During and immediately following the severe winter storms, RTC staff responded to the damages and threat to property on the SCBRL. Existing on-call and independent contractor contracts were utilized to remove downed

trees, repair damage at the Manresa Bluffs, and to assess the severity and extent of damages throughout the SCBRL. The RTC also entered into two emergency contracts: one to repair two embankment washouts, and the other to remove debris and to install erosion control.

On February 9, 2023, RTC staff submitted a Request for Public Assistance to the Federal Emergency Management Agency (FEMA), and on March 15, 2023, RTC staff submitted a Request for Public Assistance to the California Governor's Office of Emergency Services (Cal OES). These requests were approved, and staff subsequently coordinated with representatives of FEMA and Cal OES to submit necessary forms and documentation in order to progress the receipt of federal and state grant funds to reimburse the RTC for eligible expenses related to the severe winter storms.

On April 5 through 7, 2023, RTC staff and FEMA representatives toured the SCBRL to inspect damages relating to the severe winter storms. During these site inspections, additional debris, sedimentation and erosion was discovered that was not evident during earlier site inspections conducted by staff and on-call consultants.

DISCUSSION

Staff determined that removal of the additional debris and installation of erosion control measures at steep side slopes does not warrant an emergency contract but should occur before the beginning of the next winter rainy season.

Staff prepared a scope of work, specifications, and engineer's estimate (https://sccrtc.org/wp-content/uploads/2023/05/2023-06-01_Ph2-Debris-Removal-and-Erosion-Control-Draft-IFB-Special-Provisions-SOW.pdf) to undertake the debris removal and erosion control installation in the Phase 2 Debris Removal and Erosion Control Project to address the remaining debris removal as well as to address some of the erosion repairs resulting from the December 2022 to January 2023 severe winter storms. An **engineer's** estimate of \$450,778, excluding contingencies, was developed for the project utilizing recent unit prices for similar projects on which the RTC received bids.

The RTC Procurement Policy requires that the Commission adopt the plans, specifications, and details for non-emergency construction projects with a value greater than \$200,000. Due to the nature of the work being debris removal and installation of standard Caltrans erosion control measures, staff prepared a scope of work with quantities and maps rather than a formal plan set. Staff recommends the Commission adopt a resolution

(Attachment 1) adopting the Scope of Work and Specifications for the Phase 2 Debris Removal and Erosion Control Project. Following adoption of the construction documents, staff will advertise the project inviting construction bids.

FISCAL IMPACT

There are no new fiscal impacts associated with adopting the scope of work and specifications for the project. Upon adoption, the project will be advertised for construction bids, and staff will recommend award of the contract at a future Commission meeting. The project will be funded by a temporary loan from RSTPX, which has sufficient capacity pending the result of construction bids. Staff will seek reimbursement from Cal OES and FEMA through their public assistance programs.

SUMMARY

Staff recommends that the RTC adopt the scope of work and specifications for the Phase 2 Debris Removal and Erosion Control Project. Staff plans to advertise the project for prospective bidders upon adoption and return to the Commission at a future meeting to request authorization to award the construction contract.

ATTACHMENTS

1. Resolution – Adopt Scope of Work and Specifications

RESOLUTION NO.

Adopted by the Santa Cruz County Regional Transportation Commission
on the date of June 1, 2023
on the motion of Commissioner
duly seconded by Commissioner

A RESOLUTION ADOPTING THE SCOPE OF WORK AND SPECIFICATIONS FOR THE PHASE 2
DEBRIS REMOVAL AND EROSION CONTROL PROJECT ALONG THE SANTA CRUZ BRANCH
RAIL LINE

WHEREAS, the Regional Transportation Commission (RTC) purchased the Santa Cruz Branch Rail Line (Branch Line) in October 2012;

WHEREAS, in December 2022 and January 2023, the Branch Line suffered damages due to severe winter storms that hit Santa Cruz County and other parts of the state;

WHEREAS, the December 2022 and January 2023 severe winter storms were declared state and federal disasters, and the RTC submitted Requests for Public Assistance to the California Governor's Office of Emergency Services (Cal OES) and the Federal Emergency Management Agency (FEMA);

WHEREAS, preservation and maintenance of the Branch line is needed to support future transportation uses of the Santa Cruz Branch Rail Line corridor, including a multi-use trail next to the rail line and freight and excursion rail services;

WHEREAS, in order to address immediate threats to life and property as a result of the severe winter storms, the RTC entered into emergency contracts, executed change orders to existing contracts, and issued task orders for existing on-call contracts to assess and address storm damages including, but not limited to, downed trees, landslides, slipouts, embankment washouts, erosion, flooding, bridge damage, and deposition of debris and sediment on the Branch Line;

WHEREAS, following the work to address the immediate threats to life and property resulting from the severe winter storms, there exists a need to undertake non-emergency debris and sediment removal, repair of erosion and damaged infrastructure, and installation of erosion control treatments;

WHEREAS, RTC staff prepared a scope of work and specifications package with an **engineer's** estimate of \$450,778 for non-emergency debris removal and installation of erosion control treatments; and

WHEREAS, the Commission adoption of the plans, specification, and details is required per the RTC Procurement Policy for projects with **engineer's estimates greater than \$200,000**.

THEREFORE, BE IT RESOLVED BY THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION THAT:

The Commission hereby adopts the scope of work and specifications for the Phase 2 Debris Removal and Erosion Control Project.

AYES: COMMISSIONERS

NOES: COMMISSIONERS

ABSTAIN: COMMISSIONERS

ATTEST:

Manu Koenig, Chair

Guy Preston, Secretary

Distribution: RTC Fiscal, RTC

TO: Regional Transportation Commission

FROM: Sarah Christensen P.E.

RE: Highway 1 Bay/Porter to State Park Drive Auxiliary Lanes and Bus on Shoulder Project Amendment to the Contract with the County of Santa Cruz for Right of Way

RECOMMENDATIONS

Staff recommends that the Regional Transportation Commission (RTC) approve the attached resolution ([Attachment 1](#)) authorizing an amendment to the contract with the County of Santa Cruz (21R0303) for the right of way capital component of the Highway 1 Auxiliary Lanes and Bus on Shoulder Project between Bay/Porter to State Park Drive interchanges which includes the replacement of the Capitola Avenue bridge and a new bicycle/pedestrian overcrossing at Mar Vista Drive.

BACKGROUND

In 2019, RTC entered into a Cooperative Agreement with Caltrans project approval and environmental documentation (PA/ED) component of the Highway 1 Auxiliary Lanes and Bus on Shoulder improvements between the Bay/Porter Ave and State Park Drive interchanges (Figure 1) designating RTC as the implementing agency for the environmental component of the project with Caltrans providing oversight. In 2021 RTC entered into a separate Cooperative Agreement with Caltrans, designating RTC as the implementing agency for the Plans, Specifications and Estimate (PS&E) and right-of-way components of the work, with Caltrans providing oversight.

In May 2021, RTC entered into an agreement with County of Santa Cruz (21R0303) for the right of way support component of the project. In October of 2021 the Commission in closed session authorized staff and the County to make formal offers to purchase the required property interests and to agree to a final purchase price. The full funding to purchase the property rights (right-of-way capital) was not included in agreement 21R0303.



Figure 1 - Phase 2 Project includes 3 miles of auxiliary lanes and bus on shoulder improvements in both directions of Highway 1 between the Bay/Porter and State Park Drive interchanges, retaining walls, soundwalls, replacement of the Capitola Avenue Overcrossing, and a new bicycle/pedestrian overcrossing at Mar Vista Drive

In July of 2020 RTC submitted grant applications to the California Transportation Commission (CTC) to fund a package of projects included in the Watsonville-Santa Cruz Multimodal Corridor Program. The grant programs included cycle 2 of the Senate Bill 1 (SB1) Solutions to Congested Corridors Program (SCCP) and Local Partnership Program (LPP). The CTC adopted the final program of projects on December 2, 2020 providing \$52.8M of SCCP funds and \$14.4M of LPP funds to fully fund construction of this Project. In September of 2022 the Commission entered into a Cooperative Agreement with Caltrans for the construction component of the project, with Caltrans identified as the lead agency for construction. The project was advertised for construction bids and bids were opened in April of 2023. In May of 2023 the Commission authorized additional Measure D-Highway Corridor category funds to cover the cost to allow the construction contract to be awarded, and an amendment to the Construction Cooperative agreement with Caltrans. Construction is scheduled to begin in late Summer/Fall of 2023.

DISCUSSION

The final design component and right of way certification of the Project are complete. RTC's consultant completed appraisals of the proposed Temporary Construction Easement (TCE) and permanent easements at 15 properties in

2021. The County and Caltrans performed independent review of the appraisals to verify and validate the draft appraisals. The County secured purchase and use agreements to certify the project as ready for construction. Purchase and Sale Agreements have now been successfully negotiated with an agreed price for all property interests needed for the project. Staff recommends amending the contract with County of Santa Cruz (21R0303) to add \$450,000 in compensation for a not to exceed value of \$570,000 to fully reimburse the County for the acquisitions for the project.

Staff recommends the RTC approve the attached resolution (Attachment 1) authorizing the Executive Director to negotiate and execute an amendment to the contract with the County of Santa Cruz (21R0303) to add \$450,000 in new compensation with a total not to exceed value of \$570,000 for right of way capital and support, subject to final negotiations and approval by legal counsel as to form. The draft amendment 1 to the contract 21R0303 with the County is included as Attachment 2.

FISCAL IMPACT

The right of way support and capital components of the Project are funded by the State Transportation Improvement Program (STIP). A total of \$1.1 million of STIP has been programmed to the right of way component of the project. Sufficient capacity exists to fund the amendment.

SUMMARY

Staff and County have completed the right of way certification of the project. Staff recommends amending the contract with the County of Santa Cruz for the right of way capital component of the Project.

ATTACHMENTS

1. Resolution
2. Draft Amendment 1 to Agreement with the County of Santa Cruz (21R0303)

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RESOLUTION NO.

Adopted by the Santa Cruz County Regional Transportation Commission
on the date of June 1 2023
on the motion of Commissioner
duly seconded by Commissioner

A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO AMEND THE AGREEMENT
WITH THE COUNTY OF SANTA CRUZ FOR THE RIGHT OF WAY CAPITAL COMPONENT OF
THE HIGHWAY 1 AUXILIARY LANES AND BUS ON SHOULDER PROJECT BETWEEN
BAY/PORTER AND STATE PARK DRIVE

WHEREAS, Highway 1 is the most heavily traveled highway in Santa Cruz County, is often congested and has safety concerns;

WHEREAS, Highway 1 serves as the backbone for the movement of people and goods through the majority of the urban area in Santa Cruz County, providing access to schools, commercial, residential, and recreational destinations;

WHEREAS, the Measure D expenditure plan approved by voters of Santa Cruz County in 2016 included auxiliary lanes between Bay Avenue/Porter Street and State Park Drive;

WHEREAS, in 2021 the RTC entered into a Cooperative Agreement with Caltrans for the final design and right of way components of the project, with the RTC as the implementing agency and Caltrans responsible for oversight; and

WHEREAS, in 2021 the RTC contracted with County of Santa Cruz for real property support services for the project; and

WHEREAS, the contract will need additional compensation to reimburse the County of Santa Cruz to fully fund the right—of-way capital costs of the project.

THEREFORE, BE IT RESOLVED BY THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION THAT:

The Executive Director is authorized to negotiate and execute an amendment to the real property services agreement with County of Santa Cruz to add \$450,000 in compensation for the right of way support, capital, and legal fees for the project, with a total agreement value not to exceed \$570,000, subject to final negotiations and approval by legal counsel as to form.

AYES: COMMISSIONERS

NOES: COMMISSIONERS

ABSTAIN: COMMISSIONERS

Manu Koenig, Chair

ATTEST:

Guy Preston, Secretary

Distribution: RTC Fiscal, RTC Project Manager, and Consultant Project Manager

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AMENDMENT 1

TO AGREEMENT NO. 21R0303 BETWEEN THE COUNTY OF SANTA CRUZ AND
THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION

Effective _____, the parties hereto agree to amend that certain agreement dated June 10, 2021, by and between the SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION hereinafter called COMMISSION, and the COUNTY OF SANTA CRUZ hereinafter called CONTRACTOR, as follows:

Section 2. Compensation: Payment amount shall be increased by \$450,000 to a not to exceed amount of \$570,000.

Section 3. Term: The term of this contract shall be extended through December 31, 2026.

All other provisions of said Agreement shall remain the same.

SIGNATURES

1. CONTRACTOR:

By _____
Matt Machado, Deputy CAO
Director of Public Works

Date _____

2. SANTA CRUZ COUNTY REGIONAL
TRANSPORTATION COMMISSION:

By _____
Guy Preston
Executive Director

Date _____

3. APPROVED AS TO FORM:

By _____
Steve Mattas
RTC Counsel

Date _____

4. APPROVED AS TO INSURANCE:

By _____
Yesenia Parra
RTC Administrative Services Officer

Date _____

Distribution: RTC Contract Manager, RTC Contracts, CONTRACTOR

AGENDA: June 1, 2023

TO: Regional Transportation Commission

FROM: Tracy New, Director of Finance and Budget

RE: Contract amendment for professional auditing services

RECOMMENDATIONS

Staff recommends that the Regional Transportation Commission (RTC) adopt a resolution (Attachment 1) authorizing the Executive Director to execute Amendment 1, to contract TP 2074 with Moss, Levy, and Hartzheim, LLP, for professional auditing services to add \$57,295 for a total maximum amount of \$136,405 and to extend the term for two years.

BACKGROUND

A number of State and Federal laws require that the RTC's financial statements be audited annually and that the RTC engage a certified public accountant to act as independent auditor for the RTC.

DISCUSSION

In May 2020, RTC staff issued a request for proposals (RFP) for auditing services and received three qualified proposals. Staff reviewed proposals and recommended that the RTC award the contract to the accounting and auditing firm Moss, Levy, & Hartzheim, LLP. On September 6, 2020, the Commission Chair authorized the Executive Director to execute a contract with Moss, Levy, & Hartzheim, LLP, to provide independent auditing services for the RTC for fiscal years 2019-2020 through 2021-2022, for an amount not to exceed \$79,110.

The RTC's Fiscal Policies allow the Executive Director to execute contracts up to \$50,000, this amount is increased to \$100,000 with Commission Chair approval. Contracts for amounts greater than \$100,000 require approval from the Commission. The auditing services RFP and the contract terms allow for an initial contract for three fiscal years and an additional two fiscal years, if amended. RTC staff recommends extending the contract with Moss, Levy, & Hartzheim, LLP, to continue as auditors to the RTC for two additional fiscal years (2022-2023 and 2023-2024), for an additional amount of

\$57,295, consistent with the proposal submitted in 2020, to a new maximum contract amount of \$136,405.

FISCAL IMPACTS

There are no new fiscal impacts with this action, the RTC's FY2023-24 budget approved on April 6, 2023, includes \$40,000 for professional auditing services. Staff will prepare the FY 2024-25 budget to include the funds necessary for required auditing services.

SUMMARY

Moss, Levy, & Hartzheim, LLP, is an auditing firm that has a comprehensive understanding of the RTC's financial structure, policies, and procedures. Moss, Levy and Hartzheim has served as the RTC's independent auditor for a number of years and has enable the RTC to complete audit requirements in compliance with the required schedule. Therefore, staff recommends engaging Moss, Levy, & Hartzheim, LLP for two additional fiscal years.

ATTACHMENTS

1. Resolution authorizing extension of the contract with Moss, Levy and Hartzheim, LLP for auditing services

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RESOLUTION NO.

Adopted by the Santa Cruz County Regional Transportation Commission
on the date of June 1, 2023
on the motion of Commissioner
duly seconded by Commissioner

A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE
AMENDMENT 1 TO THE AGREEMENT WITH MOSS, LEVY, HARTZHEIM, LLP. TO
EXTEND THE CONTRACT FOR TWO YEARS AT AN ADDITIONAL COST OF \$57,295
TO A MAXIMUM CONTRACT VALUE OF \$136,405 TO PROVIDE PROFESSIONAL
AUDITING SERVICES

WHEREAS, a number of State and Federal laws require that the Regional
Transportation Commission's (RTC's) financial statements be audited annually and
that the RTC engage an independent Certified Public Accountant to act as auditor
for the RTC; and

WHEREAS, on May 29, 2020, the RTC issued a request for proposals (RFP) for
professional auditing services and received three qualified proposals; on
September 6, 2020, the Commission Chair authorized awarding the contract for
professional auditing services to Moss, Levy, Hartzheim, LLP, for fiscal years 2019-
20 through 2021-22, for a cost not to exceed \$79,110; and

WHEREAS, the RFP and contract terms allow for an extension for two additional
fiscal years 2022-23 and 2023-24, increasing the contract by \$57,295 for a total
not to exceed \$136,405;

THEREFORE, BE IT RESOLVED BY THE SANTA CRUZ COUNTY REGIONAL
TRANSPORTATION COMMISSION THAT:

1. The Executive Director is authorized to execute Amendment 1 to extend
contract TP 2074 with Moss, Levy, & Hartzheim, LLP, for two years at an
additional cost of \$57,295 to a maximum contract amount of \$136,405 to
provide professional auditing services.

AYES: COMMISSIONERS

NOES: COMMISSIONERS

ABSTAIN: COMMISSIONERS

Manu Koenig, Chair

ATTEST:

Guy Preston, Secretary

Distribution: RTC Fiscal

AGENDA: June 1, 2023

TO: Santa Cruz County Regional Transportation Commission
FROM: Grace Blakeslee, Senior Transportation Planner
RE: Amendment #4 to the Professional Services Agreement with Harris & Associates, Inc. (TP2064-01) for Environmental Permitting and Analysis for the Santa Cruz Branch Rail Line Right-of-Way

RECOMMENDATIONS

Staff recommends that the Regional Transportation Commission (RTC) adopt a resolution ([Attachment 1](#)) authorizing the Executive Director to negotiate and amend the contract with Harris & Associates (TP2064-01) to extend the schedule, update cost estimates and increase the contract amount by \$113,200 for a total maximum amount of \$869,398 to complete programmatic permit applications and coordinate with resource agencies to obtain permit approvals for maintenance activities along the Santa Cruz Branch Rail Line (SCBRL) right-of-way (ROW).

BACKGROUND

As owner of the 32-mile Santa Cruz Branch Rail Line (SCBRL), the Regional Transportation Commission (RTC) is responsible for maintenance of the SCBRL right-of-way (ROW) outside of the freight easement. The Administration, Coordination and License (ACL) agreement with St. Paul and Pacific Rail Road (SPPR) also requires RTC to complete initial repairs within the freight easement, which includes storm damage. To perform the repair and maintenance work, environmental analysis and, in some locations, permitting is required.

In December 2019, RTC contracted with Harris & Associates, Inc. to conduct environmental analysis and secure permits for storm damage and to secure a multi-year environmental permit to complete rail maintenance activities. RTC amended the contract three previous times to modify the scope, budget and term of the contract. The amended contract budget is \$756,197 with a term ending on June 30, 2023.

DISCUSSION

Permits are required to complete rail maintenance activities in locations where federally listed sensitive resources are identified and waterways are under the jurisdiction of the U.S. Army Core or Engineers or the federal Clean Water Act. Currently, RTC obtains required permits on a project-by-project basis, which requires project specific reports defining the jurisdiction of each resource agency, identifying biological resources in the project area, and listing mitigations, if applicable. Coordination with resource agencies is also necessary. Production of applications to obtain a multi-year programmatic permit that authorizes maintenance activities in locations where sensitive resources may be present along the 32-mile SCBRL ROW is underway and, once approved, will provide efficiencies in completing vegetation removal, culvert clearing, ditch regrading, and slope repair by completing the required environmental analysis and project approvals in advance of project initiation.

The amount of effort needed to complete the scope of work necessary is highly dependent on the findings of environmental studies and coordination between resource agencies. Depending on the nature of the maintenance activities, production of the project specific reports requires analysis of the environmental conditions of several hundred feet or several miles of the rail line. Under the existing contract, RTC, in coordination with Harris and Associates:

- secured all permits for completed storm damage work,
- developed a detailed description of ongoing maintenance activities and other anticipated repairs,
- delineated locations of sensitive habitats along the 32-mile rail line,
- established an approach for calculating potential impacts of maintenance activities,
- evaluated potential mitigation sites primarily to mitigate for potential impacts to wetlands and California Red Legged Frog, and
- initiated coordination with the resource agencies.

Additional work is needed to complete the programmatic permit applications including:

- finalizing potential mitigation sites,
- ground truthing the desk top analysis of jurisdictional boundaries in some locations,
- providing an analysis of potential impacts of ditch repair, and
- preparing the potential impacts and mitigation tables for inclusion in the programmatic permit.

In addition, support from Harris & Associates, Inc. environmental resource specialists will be needed to coordinate with resource agency staff during their review of the permit application and subsequent analysis may need to be completed based on resource agency staff comments.

Staff recommends that the Regional Transportation Commission (RTC) adopt a resolution (Attachment 1) authorizing the Executive Director to negotiate and amend the contract with Harris & Associates, Inc. (TP2064-01) to extend the schedule, update cost estimates (Attachment 1: Exhibit A) and increase the contract compensation by \$113,200 for a total maximum amount of \$869,398 to complete programmatic permit applications and coordinate with resource agencies to obtain permit approvals for maintenance activities along the Santa Cruz Branch Rail Line corridor.

FISCAL IMPACT

There are no new fiscal impacts due to this proposed amendment. Environmental permitting for maintenance activities is primarily funded through Measure D Active Transportation funds for Corridor Encroachment & Maintenance with some funding provided through Measure D Rail. There are sufficient funds in the RTC's FY22/23 budget and the approved Measure D 5-Year Plan to increase the Harris & Associates, Inc. contract for environmental permitting by \$113,200.

SUMMARY

Maintenance and repairs along the Santa Cruz Branch Rail Line ROW requires environmental analysis and, in some locations, permitting. In December 2019, RTC contracted with Harris & Associates, Inc. to conduct environmental analysis and permitting for storm damage repairs and to prepare a multi-year maintenance permit for the Santa Cruz Branch Rail Line. An amendment to the contract with Harris & Associates, Inc. is needed to complete work for the multi-year maintenance permit.

ATTACHMENTS:

1. Resolution for Environmental Services Contract Amendment
 - a. Exhibit A: Draft Contract Amendment

RESOLUTION NO.

Adopted by the Santa Cruz County Regional Transportation Commission
on the date of June 1, 2023
on the motion of Commissioner
duly seconded by Commissioner

A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE
AMENDMENT #4 TO CONTRACT TP2064-01 WITH HARRIS &
ASSOCIATES, Inc. FOR ENVIRONMENTAL PERMITTING SERVICES

WHEREAS, the Regional Transportation Commission (RTC) purchased the Santa Cruz Branch Rail Line (Branch Line) right-of-way (ROW) in October 2012;

WHEREAS, in early 2017, the Branch Line suffered damages due to historic rain storms that hit Santa Cruz County and other parts of the state;

WHEREAS, the heavy rain storms of 2017 were declared state and national disasters and the RTC submitted a Request for Public Assistance to the Federal Emergency Management Agency (FEMA);

WHEREAS, in July 2018, the RTC entered into an Administration, Coordination and Licensing (ACL) Agreement with St. Paul and Pacific Railroad (SPPR) a company of Progressive Rail which designates SPPR as the new railroad operator;

WHEREAS, SPPR owns a freight easement extending ten feet from the centerline of railroad tracks on the Branch Line;

WHEREAS, Section 5 of the ACL agreement with SPPR requires that the Regional Transportation Commission (RTC) fund and complete initial repairs to the freight easement property;

WHEREAS, initial repairs include repair of storm damage, maintenance of drainage facilities (such as culverts and drainage ditches), bridge repairs, at-grade roadway crossing maintenance, track and ballast repairs, and vegetation control;

WHEREAS, the rail right-of-way extends beyond the limits of the freight easement, RTC will also have maintenance work to preserve the rail right-of-way, beyond those boundaries;

WHEREAS, preservation and maintenance of the Santa Cruz Branch Rail Line is needed to support future transportation uses of the Santa Cruz Branch Rail Line corridor, including a multi-use trail next to the rail line and freight and excursion rail services;

WHEREAS, RTC entered into a contract with Harris and Associates in November 2019 to conduct environmental analysis and permitting for storm damage repairs, bridge repairs and other rail maintenance activities;

WHEREAS, Contract TP2064-01 was amended three previous times to modify scope, budget and term;

WHEREAS, RTC, in coordination with Harris & Associates has completed analysis of rail maintenance environmental permitting needs for the entire 32-mile Santa Cruz Branch Rail Line and development of a multi-year programmatic permit is underway;

WHEREAS; the amount of effort needed to complete the scope of work necessary is highly dependent on the findings of environmental studies and coordination between resource agencies.

WHEREAS, additional work is needed to complete the programmatic permit applications including, finalizing potential impacts and mitigation sites and defining jurisdictional boundaries;

WHEREAS, the draft contract amendment includes an amended, cost estimate and schedule as Exhibit A;

THEREFORE, BE IT RESOLVED BY THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION THAT:

1. The Executive Director is authorized to negotiate and amend the contract with Harris & Associates, Inc. (TP2064-01) to extend the schedule, update cost estimates (Attachment 1: Exhibit A) and to increase the contract amount by \$113,200 for a total maximum amount of \$869,398 for environmental permitting, analysis of maintenance activities along the Santa Cruz Branch Rail Line corridor, subject to final approval as to form by legal counsel.

AYES: COMMISSIONERS

NOES: COMMISSIONERS

ABSTAIN: COMMISSIONERS

ATTEST:

Manu Koenig, Chair

Guy Preston, Secretary

Distribution: RTC Fiscal, RTC and Consultant Project Managers

EXHIBIT A

AMENDMENT 4

TO AGREEMENT NO. TP2064-01 BETWEEN HARRIS & ASSOCIATES, INC.
AND THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION

Effective _____, the parties hereto agree to amend that certain agreement dated December 17, 2019, November 18, 2020, December 29, 2021, and May 27, 2022, by and between the SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION hereinafter called COMMISSION and HARRIS & ASSOCIATES, INC. hereinafter called CONSULTANT, as follows:

Section 1. Duties:

- D.** Replace Exhibit B. Project Schedule with the Exhibit B attached hereto which is incorporated into and made a part of this Amendment 4 by this reference.

Section 2. Compensation: Replace Exhibit C. Cost Proposal with the Exhibit C attached hereto which is incorporated into and made a part of this Amendment 4 by this reference.

- C. Payment amount shall be increased by \$113,200.00 to a not to exceed amount of \$869,397.78.

Section 4. Term:

- A. The term of this contract shall be extended through June 30, 2024.

All other provisions of said Agreement shall remain the same.

SIGNATURES

1. CONSULTANT:

2. SANTA CRUZ COUNTY REGIONAL
TRANSPORTATION COMMISSION:

By _____
Kate Elliott
Director, Environmental Planning

By _____
Guy Preston
Executive Director

Date _____

Date _____

Harris & Associates, Inc.
450 Lincoln Ave, Suite 103
Salinas, CA 93901
831-419-6800
kate.elliott@weareharris.com

3. APPROVED AS TO FORM:

4. APPROVED AS TO INSURANCE:

By _____
Steve Mattas
RTC Counsel

By _____
Yesenia Parra
RTC Administrative Services Officer

Date _____


Date _____

Distribution: RTC Contracts, RTC Contract Manager, CONSULTANT

Project Schedule for RTC Environmental Review and Permitting

TASK		START	END
Task 1	Project Management	11/7/19	6/30/24
Task 2	Resource Identification and Data Collection		
Task 2.1	Review of Background and Existing Information	1/1/20	12/15/21
Task 2.2	Detailed Project Description	1/1/20	12/15/22
Task 2.3	Opportunities and Constraints	9/1/20	12/15/22
Task 3	Technical Studies		
Task 3.1	Wetland Delineation and Preliminary Jurisdictional Delineation	1/30/20	6/30/23
Task 3.2	Biological Assessment Report	1/30/20	6/30/23
Task 3.3	Cultural Resources Report and Native American Consultation	1/30/20	4/30/23
Task 3.4	Historic Architecture Report and Documentation	1/30/20	4/30/23
Task 4	Agency Coordination		
Task 4.1	Agency Review of 5-Year Permit Applications/CMP	1/15/23	7/30/23
Task 5	Environmental and Cultural Permitting		
Task 5.1	US Army Corps of Engineers	6/1/23	6/30/24
Task 5.2	USFWS/NOAA Fisheries	6/1/23	6/30/24
Task 5.3	RWQCB	6/1/23	6/30/24
Task 5.4	Comprehensive Conceptual Mitigation Plan	6/1/23	6/30/24
Task 5.5	Permit Issuance	6/1/23	6/30/24
Task 6	Resource Monitoring	06/01/23	11/30/22

Exhibit C

			
st Estimate			
Task 1: Project Management			
Task 1: Project Management			
Task 1 Subtotal		\$ 80,621.40	\$ 86,621.40
Task 2: Resource Identification and Data Collection			
Task 2.1 Review of Background and Existing Information/Reconnaissance Surveys			
Task 2.2 Detailed Project Description			
Task 2.3 Opportunities and Constraints Analysis			
Task 2 Subtotal		\$ 209,490.06	\$ 216,690.06
Task 3: Technical Studies			
Task 3.1 Wetland Delineation and Preliminary Jurisdictional Determination			
Task 3.2 Biological Assessment Report			
Task 3.3 Cultural Resources Report and Native American Consultation			
Task 3.4 Historic Architecture Report and Documentation			
Task 3.5 Additional Technical Studies			
Task 3 Subtotal		\$ 152,736.32	\$ 190,736.32
Task 4: Agency Coordination			
Task 4: Agency Coordination			
Task 4 Subtotal		\$ 63,456.88	\$ 68,456.88
Task 5: Environmental and Cultural Permitting			
Task 5.1 US Army Corps of Engineers			
Task 5.2 US Fish and Wildlife Service and NOAA Fisheries			
Task 5.3 Regional Water Quality Control Board			
Task 5.4 CA Dept of Fish and Wildlife			
Task 5.5 CA Coastal Commission			
Task 5.6 Comprehensive Conceptual Mitigation Plan			
Task 5 Subtotal		\$ 196,550.84	\$ 223,550.84
Task 6: Resource Monitoring for Sites 5 and 6			
Task 6.1 Create Compliance Matrix			
Task 6.2 Field Preparation			
Task 6.3 Preconstruction Activities and Surveys			
Task 6.4 Monitoring and Reporting			
Task 6 Subtotal		\$ 51,842.28	\$ 81,842.28
Escalation (corrected)			
Professive Rail Right of Entry Fee		\$1,500.00	\$1,500.00
TOTAL		\$ 756,197.78	\$ 869,397.78

**SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
TDA REVENUE REPORT
FY 2022/2023**

MONTH	FY21 - 22 ACTUAL REVENUE	FY22 - 23 ESTIMATE REVENUE	FY22 - 23 ACTUAL REVENUE	DIFFERENCE	DIFFERENCE AS % OF PROJECTION	CUMULATIVE % OF ACTUAL TO PROJECTION
JULY	1,180,089	1,221,370	1,159,164	-62,206	-5.09%	94.91%
AUGUST	947,834	980,991	954,929	-26,062	-2.66%	95.99%
SEPTEMBER	1,008,451	1,043,728	1,013,414	-30,314	-2.90%	96.35%
OCTOBER	1,242,981	1,286,462	1,084,000	-202,462	-15.74%	92.92%
NOVEMBER	835,454	864,680	1,113,301	248,621	28.75%	98.66%
DECEMBER	1,015,997	1,051,538	948,121	-103,417	-9.83%	97.27%
JANUARY	990,616	1,025,270	880,692	-144,578	-14.10%	95.71%
FEBRUARY	1,080,393	1,118,187	1,179,127	60,940	5.45%	96.98%
MARCH	863,751	893,967	868,052	-25,915	-2.90%	96.99%
APRIL	894,620	925,915	828,604	-97,311	-10.51%	96.32%
MAY	1,067,922	1,105,280	1,005,279.71	-100,000	-9.05%	95.81%
JUNE	960,550	994,152				
TOTAL	12,088,658	12,511,540	11,034,683	-482,705	-3.86%	88%

Note:

I:\FISCAL\TDA\MonthlyReceipts\FY2023\FY2023 TDA Receipts.xlsx\FY2023

SCCRTC TRANSPORTATION TAX REGIONAL TRANSPORTATION FUND (TTRTF) - MEASURE D SUMMARY OF REVENUE ALLOCATION BY MONTH FY2023 ENDING JUNE 30, 2023														UPDATE EACH MONTH	
	KEY/OBJECT	RATE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY		
GROSS	729000/40186		2,595,872.85	2,349,895.40	2,241,845.65	2,421,640.38	2,640,688.55	2,186,840.67	2,129,361.28	2,805,510.17	1,961,216.67	1,894,288.55	2,313,619.54	TOTAL	FY2023 ADJUSTED TOTAL
BOE FEES			-	(65,160.00)	-	-	(65,160.00)	-	-	(65,160.00)	-	-	(54,980.00)	25,540,779.71	25,540,779.71
	NET		2,595,872.85	2,284,735.40	2,241,845.65	2,421,640.38	2,575,528.55	2,186,840.67	2,129,361.28	2,740,350.17	1,961,216.67	1,894,288.55	2,258,639.54	25,290,319.71	25,290,319.71
														25,412,420.54	Increase (+)/Decrease (-) FY2022 to FY2023 -0.48%
ADMINISTRATION & IMPLEMENTATION - 729100/75381															
ADMINISTRATION - SALARIES & BENEFITS	1%		25,958.73	22,847.35	22,418.46	24,216.40	25,755.29	21,868.41	21,293.61	27,403.50	19,612.17	18,942.89	22,586.40	252,903.20	252,903.20
O/H ADMIN			33,362.16	29,363.42	28,812.20	31,122.92	33,100.69	28,105.28	27,366.55	35,218.98	25,205.56	24,345.40	29,028.04	325,031.19	325,031.19
SALARIES & O/H IMPLME& OVERSIGHT			13,056.25	13,056.25	13,056.25	13,056.25	13,056.25	13,056.25	13,056.25	13,056.25	13,056.25	13,056.25	13,056.25	143,618.75	143,618.75
SERVICES & SUPPLIES			4,041.67	4,041.67	4,041.67	4,041.67	4,041.67	4,041.67	4,041.67	4,041.67	4,041.67	4,041.67	4,041.67	44,458.33	44,458.33
Subtotal			76,418.80	69,308.69	68,328.57	72,437.24	75,953.90	67,071.60	65,758.08	79,720.40	61,915.64	60,386.20	68,712.35	766,011.47	766,011.47
														254,124.21	
TO DISTRIBUTE TO INVESTMENT CATEGORIES														284,706.45	
			2,519,454.05	2,215,426.71	2,173,517.08	2,349,203.14	2,499,574.65	2,119,769.07	2,063,603.20	2,660,629.77	1,899,301.03	1,833,902.35	2,189,927.19	24,524,308.24	24,524,308.24
														287,634.25	
1. NEIGHBORHOOD - 729200/75382	30%		755,836.21	664,628.01	652,055.12	704,760.94	749,872.40	635,930.72	619,080.96	798,188.93	569,790.31	550,170.71	656,978.16	7,357,292.47	7,357,292.47
														87,634.25	
SLV SR9	Fixed \$		27,777.78	27,777.78	27,777.78	27,777.78	27,777.78	27,777.78	27,777.78	27,777.78	27,777.78	27,777.78	27,777.78	305,555.56	305,555.56
HWY 17 Wildlife	Fixed \$		13,888.89	13,888.89	13,888.89	13,888.89	13,888.89	13,888.89	13,888.89	13,888.89	13,888.89	13,888.89	13,888.89	152,777.78	152,777.78
			41,666.67	41,666.67	41,666.67	41,666.67	41,666.67	41,666.67	41,666.67	41,666.67	41,666.67	41,666.67	41,666.67	458,333.33	458,333.33
														56,111.11	
City of Capitola - V100207	4.8540%		34,665.83	30,238.58	29,628.29	32,186.63	34,376.34	28,845.61	28,027.72	36,721.63	25,635.15	24,682.81	29,867.25	334,875.84	334,875.84
City of Santa Cruz - V110467	22.3548%		159,650.96	139,261.57	136,450.93	148,233.20	158,317.76	132,846.36	129,079.63	169,118.81	118,060.82	113,674.91	137,551.47	1,542,246.41	1,542,246.41
City of Scotts Valley - V102713	4.8017%		34,292.60	29,913.02	29,309.30	31,840.10	34,006.23	28,535.05	27,725.96	36,326.27	25,359.15	24,417.07	29,545.69	331,270.44	331,270.44
City of Watsonville - V1728	15.6656%		111,879.26	97,590.91	95,621.29	103,877.99	110,944.99	93,095.30	90,455.67	118,514.09	82,733.97	79,660.44	96,392.51	1,080,766.43	1,080,766.43
County of Santa Cruz	52.3238%		373,680.90	325,957.27	319,378.65	346,956.36	370,560.40	310,941.75	302,125.30	395,841.46	276,334.55	266,068.82	321,954.57	3,609,800.02	3,609,800.02
	100%		714,169.55	622,961.35	610,388.46	663,094.27	708,205.73	594,264.05	577,414.29	756,522.26	528,123.64	508,504.04	615,311.49	6,898,959.14	6,898,959.14
														6,960,620.02	
2. HWY Corridors - 729300/75383	25%		629,863.51	553,856.68	543,379.27	587,300.78	624,893.66	529,942.27	515,900.80	665,157.44	474,825.26	458,475.59	547,481.80	6,131,077.06	6,131,077.06
														6,182,461.13	
3. TRANSIT/PARATRANSIT - 729400/75384	20%		503,890.81	443,085.34	434,703.42	469,840.63	499,914.93	423,953.81	412,720.64	532,125.95	379,860.21	366,780.47	437,985.44	4,904,861.65	4,904,861.65
Santa Cruz Metro (SCMTD) 16%	80%		403,112.65	354,468.27	347,762.73	375,872.50	399,931.94	339,163.05	330,176.51	425,700.76	303,888.16	293,424.38	350,388.35	3,923,889.32	3,923,889.32
Community Bridges - V127587 - 4%	20%		100,778.16	88,617.07	86,940.68	93,968.13	99,982.99	84,790.76	82,544.13	106,425.19	75,972.04	73,356.09	87,597.09	980,972.33	980,972.33
														989,193.78	
4. ACTIVE TRANSPORTATION - 729500/75385	17%		428,307.19	376,622.54	369,497.90	399,364.53	424,927.69	360,360.74	350,812.54	452,307.06	322,881.18	311,763.40	372,287.62	4,169,132.40	4,169,132.40
														4,204,073.57	
5. RAIL CORRIDOR - 729600/75386	8%		201,556.32	177,234.14	173,881.37	187,936.25	199,965.97	169,581.53	165,088.26	212,850.38	151,944.08	146,712.19	175,194.18	1,961,944.66	1,961,944.66
														1,978,387.56	
DISTRIBUTED TO INVESTMENT CATEGORIES	100%		2,519,454.05	2,215,426.71	2,173,517.08	2,349,203.14	2,499,574.65	2,119,769.07	2,063,603.20	2,660,629.77	1,899,301.03	1,833,902.35	2,189,927.19	24,524,308.24	24,524,308.24
														24,729,844.53	
TOTAL ADMIN & IMLEM AND INVESTMENT CATEGORIES			2,595,872.85	2,284,735.40	2,241,845.65	2,421,640.38	2,575,528.55	2,186,840.67	2,129,361.28	2,740,350.17	1,961,216.67	1,894,288.55	2,258,639.54	25,290,319.71	25,290,319.71
														25,412,420.54	

AGENDA: June 1, 2023

TO: Regional Transportation Commission

FROM: Tracy New, Director of Finance and Budget

RE: FY2020-21 and FY2021-22 Single Audit Reports for the SCCRTC

RECOMMENDATIONS

Staff recommends that the Regional Transportation Commission (RTC) accept the attached (Attachments 1 & 2) Santa Cruz County Regional Transportation Commission Single Audit Reports for fiscal years ending June 30, 2021, and June 30, 2022, prepared by Moss, Levy, & Hartzheim, LLP.

BACKGROUND

A governmental organization with federal expenditures in excess of \$750,000 is required by law to have a single audit performed, which includes an audit of both the financial statements and the federal awards. The single audit reviews how the audited agency managed the grant and ensures that the audited agency followed the rules and requirements that apply to the awarded federal grant funds.

At the May 5, 2022, RTC meeting, the Commission accepted the FY2020-21 audited financial statements. At the May 4, 2023, RTC meeting, the Commission accepted the FY2021-22 audited financial statements. Federal expenditures in both FY2020-21 and FY2021-22 surpassed the \$750,000 threshold; therefore, single audit reports for FY2020-21 and FY2021-22 are required.

DISCUSSION

Moss, Levy and Hartzheim, LLP prepared the RTC's FY2020-21 single audit report which includes grants from the Federal Highway Administration (FHWA) for the Highway 1 41st Avenue to Soquel Drive Auxiliary Lanes project and Federal Emergency Management Agency (FEMA) funds for the 2017 storm damage repairs.

Moss, Levy and Hartzheim, LLP prepared the RTC's FY2021-22 single audit report which includes a grant from the Federal Emergency Management Agency (FEMA) funds for the 2017 storm damage repairs.

To produce the single audit reports, Moss, Levy and Hartzheim, LLP audited the RTC's financial statements and internal controls in accordance with Government Auditing Standards to ensure that the RTC complied with all of the applicable federal requirements for the federal grant funds used by the RTC.

Moss, Levy Hartzheim, LLP, reports the following within the single audit reports for FY2020-21 and FY2021-22:

- Unmodified opinions as it pertains to both the Financial Statements and to Federal Awards
- No material weaknesses or significant deficiencies in internal controls over financial reporting or over major programs
- No findings or questioned costs

SUMMARY

The FY2020-21 and FY2021-22 Commission's single audits have been completed and are ready for review. The audit reports find that the RTC complied with applicable federal requirements. Staff recommends that the Commission accept the FY2020-21 and FY2021-22 single audit reports.

Attachments:

1. FY2020-21 SCCRTC Single Audit Report
2. FY2021-22 SCCRTC Single Audit Report

S:\RTC\TC2023\06\Consent\

**SANTA CRUZ COUNTY REGIONAL
TRANSPORTATION COMMISSION**

SINGLE AUDIT REPORT
For the Fiscal Year Ended
June 30, 2021

SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
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Moss, Levy & Hartzheim LLP

Certified Public Accountants

**INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER
FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER
MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS
PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS***

Santa Cruz County Regional Transportation Commission
Santa Cruz, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Santa Cruz County Regional Transportation Commission (the Commission), as of and for the fiscal year ended June 30, 2021, and the related notes to the financial statements, which collectively comprise the Commission's basic financial statements, and have issued our report thereon dated March 9, 2022.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Commission's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Commission's internal control. Accordingly, we do not express an opinion on the effectiveness of the Commission's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Commission's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Mosa, King & Hultgreen LLP

Santa Maria, California

March 9, 2022

SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FISCAL YEAR ENDED JUNE 30, 2021

	Federal Catalog Number	Identifying Number	Amount
<u>U.S. Department of Transportation</u>			
Passed through the State of California Department of Transportation			
Highway Planning and Construction Program *	20.205	ACHN P001(658)	<u>\$ 1,062,852</u>
Total U.S. Department of Transportation			<u>1,062,852</u>
<u>U.S. Department of Homeland Security - Federal Emergency Management Agency</u>			
Passed through the State of California Governor's Office of Emergency Services			
Disaster Public Assistance Grants *	97.036	FEMA-4308-DR-CA-PW-01417(1237)	<u>\$ 3,624,669</u>
Total U.S. Department of Homeland Security - Federal Emergency Management Agency			<u>3,624,669</u>
Total Expenditures of Federal Awards			<u><u>\$ 4,687,521</u></u>

* Denotes major program

The note to the schedule of expenditures of federal awards is an integral part of this statement.

SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
NOTE TO THE SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
For the Fiscal Year Ended June 30, 2021

NOTE 1 – BASIS OF PRESENTATION

The accompanying schedule of expenditures of federal awards includes the federal grant activity of the Santa Cruz County Regional Transportation Commission and is presented on the accrual basis of accounting. The information in this schedule is presented in accordance with the requirements of the *Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance)*. Therefore, some amounts presented in this schedule may differ from amounts presented in, or used in the preparation of, the basic financial statements. The Commission has not elected to use the ten percent de minimus cost rate as covered in Section 200.414 Indirect (F&A) costs of the Uniform Guidance.

**INDEPENDENT AUDITORS' REPORT ON COMPLIANCE FOR EACH MAJOR PROGRAM AND
ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE**

Santa Cruz County Regional Transportation Commission
Santa Cruz, California

Report on Compliance for Each Major Federal Program

We have audited Santa Cruz County Regional Transportation Commission's (the Commission) compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of the Commission's major federal programs for the fiscal year ended June 30, 2021. The Commission's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal programs.

Auditors' Responsibility

Our responsibility is to express an opinion on compliance for each of the Commission's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the Commission's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of the Commission's compliance.

Opinion on Each Major Federal Program

In our opinion, the Santa Cruz County Regional Transportation Commission, complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the fiscal year ended June 30, 2021.

Report on Internal Control Over Compliance

Management of the Santa Cruz County Regional Transportation Commission is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the Commission's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the Commission's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified. We did identify one significant deficiency in internal controls over compliance as noted in Finding 2021-001.

Santa Cruz County Regional Transportation Commission's response to the internal control over compliance findings identified in our audit is described in the accompanying schedule of findings and questioned costs. Santa Cruz County Regional Transportation Commission's response was not subjected to the auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on the response.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

Report on Schedule of Expenditure of Federal Awards Required by the Uniform Guidance

We have audited the financial statements of the governmental activities, business-type activities, each major fund, and the aggregate remaining fund information of the Santa Cruz County Regional Transportation Commission, as of and for the fiscal year ended June 30, 2021, and the related notes to the financial statements which collectively comprise the Santa Cruz County Regional Transportation Commission's basic financial statements. We issued our report thereon March 9, 2022, which contained an unmodified opinion on those financial statements. Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the basic financial statements. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by the Uniform Guidance and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards is fairly stated in all material respects in relation to the basic financial statements as a whole.

Moss, King & Halperin LLP

Santa Maria, California
March 9, 2022

FINDINGS AND RECOMMENDATIONS

SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
SCHEDULE OF AUDIT FINDINGS AND QUESTIONED COSTS
For the Fiscal Year Ended June 30, 2021

Section I – Summary of Auditors’ Results

Financial Statements

Type of auditors’ report issued

Unmodified

Internal control over financial reporting:

Material weaknesses identified?

_____ Yes X No

Significant deficiencies identified not considered
to be material weaknesses?

_____ Yes X None reported

Noncompliance material to financial statements noted?

_____ Yes X No

Federal Awards

Internal control over major programs:

Material weaknesses identified?

_____ Yes X No

Significant deficiencies identified not considered
to be material weaknesses?

_____ Yes X None reported

Type of auditors’ report issued on compliance for major
programs:

Unmodified

Any audit findings disclosed that are required to be
reported in accordance with the Uniform Guidance,
Section 200.516?

_____ Yes X No

Identification of major programs:

CFDA Number(s)

20.205

97.036

Name of Federal Program

Highway Planning and Construction Grant

Disaster Public Assistance Grants

Dollar threshold used to distinguish between Type A
and Type B programs:

\$ 750,000

Auditee qualify as low-risk auditee:

_____ Yes X No

SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
SCHEDULE OF AUDIT FINDINGS AND QUESTIONED COSTS
For the Fiscal Year Ended June 30, 2021

Financial Statement Findings:

There were no financial statement findings.

SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
SCHEDULE OF AUDIT FINDINGS AND QUESTIONED COSTS
For the Fiscal Year Ended June 30, 2021

Federal Award Findings and Questioned Costs:

There were no fiscal year federal award findings or questioned costs.

SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
SUMMARY OF PRIOR FISCAL YEAR AUDIT FINDINGS AND QUESTIONED COSTS
For the Fiscal Year Ended June 30, 2021

Financial Statement Findings:

There were no prior fiscal year financial statement findings.

SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
SUMMARY OF PRIOR FISCAL YEAR AUDIT FINDINGS AND QUESTIONED COSTS
For the Fiscal Year Ended June 30, 2021

Federal Award Findings and Questioned Costs:

There were no prior fiscal year federal award findings or questioned costs.

**SANTA CRUZ COUNTY REGIONAL
TRANSPORTATION COMMISSION**

SINGLE AUDIT REPORT
For the Fiscal Year Ended
June 30, 2022

SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
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For the Fiscal Year Ended June 30, 2022

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**INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER
FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER
MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS
PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

Santa Cruz County Regional Transportation Commission
Santa Cruz, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Santa Cruz County Regional Transportation Commission (the Commission), as of and for the fiscal year ended June 30, 2022, and the related notes to the financial statements, which collectively comprise the Commission's basic financial statements, and have issued our report thereon dated April 10, 2023.

Report on Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Commission's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Commission's internal control. Accordingly, we do not express an opinion on the effectiveness of the Commission's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not identified.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Commission's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Moss, Remy & Hartzheim LLP

Santa Maria, California
April 10, 2023

SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FISCAL YEAR ENDED JUNE 30, 2022

	Assistance Listing Number	Identifying Number	Amount
<u>U.S. Department of Homeland Security - Federal Emergency Management Agency</u>			
Passed through the State of California Governor's Office of Emergency Services			
Disaster Public Assistance Grants *	97.036	FEMA-4308-DR-CA-PW-01417(1237)	\$ 881,831
Total U.S. Department of Homeland Security - Federal Emergency Management Agency			881,831
Total Expenditures of Federal Awards			\$ 881,831

* Denotes major program

The note to the schedule of expenditures of federal awards is an integral part of this statement.

SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
NOTE TO THE SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
For the Fiscal Year Ended June 30, 2022

NOTE 1 – BASIS OF PRESENTATION

The accompanying schedule of expenditures of federal awards includes the federal grant activity of the Santa Cruz County Regional Transportation Commission and is presented on the accrual basis of accounting. The information in this schedule is presented in accordance with the requirements of the *Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance)*. Therefore, some amounts presented in this schedule may differ from amounts presented in, or used in the preparation of, the basic financial statements. The Commission has not elected to use the ten percent de minimus cost rate as covered in Section 200.414 Indirect (F&A) costs of the Uniform Guidance.



INDEPENDENT AUDITORS' REPORT ON COMPLIANCE FOR EACH MAJOR PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE

Santa Cruz County Regional Transportation Commission
Santa Cruz, California

Report on Compliance for Each Major Federal Program

We have audited Santa Cruz County Regional Transportation Commission's (the Commission) compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of the Commission's major federal programs for the fiscal year ended June 30, 2022. The Commission's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

In our opinion, the Santa Cruz County Regional Transportation Commission, complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the fiscal year ended June 30, 2022.

Basis for Opinion on Each Major Federal Program

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of Santa Cruz County Regional Transportation Commission and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program. Our audit does not provide a legal determination of Santa Cruz County Regional Transportation Commission's compliance with the compliance requirements referred to above.

Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules, and provisions of contracts or grant agreements applicable to Santa Cruz County Regional Transportation Commission's federal programs.

Auditors' Responsibilities for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on Santa Cruz County Regional Transportation Commission's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about Santa Cruz County Regional Transportation Commission's compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding Santa Cruz County Regional Transportation Commission's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of Santa Cruz County Regional Transportation Commission's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of Santa Cruz County Regional Transportation Commission's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

Report on Internal Control over Compliance

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

Report on Schedule of Expenditure of Federal Awards Required by the Uniform Guidance

We have audited the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Santa Cruz County Regional Transportation Commission, as of and for the fiscal year ended June 30, 2022, and the related notes to the financial statements which collectively comprise the Santa Cruz County Regional Transportation Commission's basic financial statements. We issued our report thereon April 10, 2023, which contained an unmodified opinion on those financial statements. Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the basic financial statements. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by the Uniform Guidance and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates

directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards is fairly stated in all material respects in relation to the basic financial statements as a whole.

Moss, Remy & Hartgeim LLP

Santa Maria, California

April 10, 2023

FINDINGS AND RECOMMENDATIONS

SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
SCHEDULE OF AUDIT FINDINGS AND QUESTIONED COSTS
For the Fiscal Year Ended June 30, 2022

Section I – Summary of Auditors’ Results

Financial Statements

Type of auditors’ report issued	<u>Unmodified</u>		
Internal control over financial reporting:			
Material weaknesses identified?	_____ Yes	<u> X </u> No	
Significant deficiencies identified not considered to be material weaknesses?	_____ Yes	<u> X </u> None reported	
Noncompliance material to financial statements noted?	_____ Yes	<u> X </u> No	

Federal Awards

Internal control over major programs:			
Material weaknesses identified?	_____ Yes	<u> X </u> No	
Significant deficiencies identified not considered to be material weaknesses?	_____ Yes	<u> X </u> None reported	
Type of auditors’ report issued on compliance for major programs:	<u>Unmodified</u>		
Any audit findings disclosed that are required to be reported in accordance with the Uniform Guidance, Section 200.516?	_____ Yes	<u> X </u> No	

Identification of major programs:

<u>ALN Number(s)</u>	<u>Name of Federal Program</u>
<u>97.036</u>	<u>Disaster Public Assistance Grants</u>

Dollar threshold used to distinguish between Type A and Type B programs:	<u>\$ 750,000</u>
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Auditee qualify as low-risk auditee:	_____ Yes	<u> X </u> No
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SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
SCHEDULE OF AUDIT FINDINGS AND QUESTIONED COSTS
For the Fiscal Year Ended June 30, 2022

Financial Statement Findings:

There were no financial statement findings.

SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
SCHEDULE OF AUDIT FINDINGS AND QUESTIONED COSTS
For the Fiscal Year Ended June 30, 2022

Federal Award Findings and Questioned Costs:

There were no fiscal year federal award findings or questioned costs.

SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
SUMMARY OF PRIOR FISCAL YEAR AUDIT FINDINGS AND QUESTIONED COSTS
For the Fiscal Year Ended June 30, 2022

Financial Statement Findings:

There were no prior fiscal year financial statement findings.

SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
SUMMARY OF PRIOR FISCAL YEAR AUDIT FINDINGS AND QUESTIONED COSTS
For the Fiscal Year Ended June 30, 2022

Federal Award Findings and Questioned Costs:

There were no prior fiscal year federal award findings or questioned costs.

TO: Regional Transportation Commission

FROM: Tracy New, Director of Finance and Budget

RE: FY2023-24 Transportation Development Act (TDA) Claim from the RTC for Administration, Planning and Operations

RECOMMENDATIONS

Staff recommends that the Regional Transportation Commission (RTC) adopt a resolution ([Attachment 1](#)) approving the FY2023-24 Article 3 and Article 8 Transportation Development Act (TDA) claim ([Attachment 2](#)) for RTC administration (\$752,360) and RTC planning services (\$875,054).

BACKGROUND

The Transportation Development Act (TDA), established by the State Legislature in 1971, designates ¼% of the state sales tax for certain transportation projects, programs, and administration. Each year, consistent with the RTC's Rules and Regulations and the Transportation Development Act (TDA), some of the funds are used for RTC programs. The Regional Transportation Commission (RTC) must submit a claim for TDA funds for RTC administration and planning. Also, the RTC must approve a resolution in order to access the funds.

DISCUSSION

Attached is a claim in the amount of \$1,627,414 ([Attachment 2](#)) for Transportation Development Act funds for administration and planning services in FY2023-24. This claim is consistent with the FY2023-24 budget approved at the April 6, 2023, regular meeting and reflects funds allocated to the RTC. Any future changes to the current estimate will be reflected in subsequent budget amendments. Staff recommends that the RTC adopt the resolution approving the claim for TDA funds ([Attachments 1 & 2](#)).

SUMMARY

In order to access funds for the operations of RTC programs in FY2023-24, approval of the attached claim and resolution is needed.

Attachments:

1. Resolution Approving Articles 3 and 8 Claim for Administration and Planning
2. SCCRTC Article 3 and Article 8 Claim

RESOLUTION NO.

Adopted by the Santa Cruz County Regional Transportation Commission
on the date of June 1, 2023
on the motion of Commissioner
duly seconded by Commissioner

A RESOLUTION APPROVING THE FY2023-24 CLAIM UNDER ARTICLE 3 AND
ARTICLE 8 OF THE TRANSPORTATION DEVELOPMENT ACT FOR
ADMINISTRATION AND PLANNING SERVICES BY THE
SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION

BE IT RESOLVED BY THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION
COMMISSION:

1. Under PUC Section 99233.1, a claim from the Santa Cruz County Regional Transportation Commission (RTC) for Transportation Development Act (TDA) Administration is approved in the amount of \$752,360.
2. Under PUC Sections 99233.2, 9233.3, 99233.4, 99233.9 and 99402, a claim from the RTC for planning services to accomplish the Commission's FY 2023-24 Work Program is approved in the amount of \$875,054.
3. Should the SCCRTC amend its FY 2023-24 budget to modify TDA revenue apportionments for RTC TDA administration and RTC planning services, the Executive Director is authorized to modify the payment amounts consistent with the RTC's approved FY 2023-24 budget.

AYES: COMMISSIONERS

NOES: COMMISSIONERS

ABSTAIN: COMMISSIONERS

ATTEST:

Manu Koenig, Chair

Guy Preston, Secretary

Distribution: SCCRTC Fiscal

Transportation Development Act (TDA) – Local
Transportation Funds
CLAIM FORM

Project Information

1. Project Title: RTC TDA Planning and RTC TDA Administration
2. Implementing Agency: SCCRTC
3. Sponsoring Agency (if different) – must be a TDA Eligible Claimant: SCCRTC
4. Article 3 TDA Administration funding requested this claim: \$752,360
Article 8 TDA Planning funding requested this claim: \$875,054
5. Fiscal Year (FY) for which funds are claimed: FY 2023-24
6. General purpose for which the claim is made, identified by the article and section of the TDA which authorizes such claims: ☒ Article 3 & 8 TDA Administration and Planning
7. Contact Person/Project Manager: Tracy New, Director of Finance and Budget
Telephone Number: (831) 460-3217 E-mail: tnew@sccrtc.org

Secondary Contact (in event primary not available): Luis Mendez
Telephone Number: (831) 460-3212 E-mail: lmendez@sccrtc.org
8. Project/Program Description/Scope (use additional pages, if needed, to provide details such as work elements/tasks.

TDA-Administration: SCCRTC as Regional Transportation Planning Agency for Santa Cruz county distributes Transportation Development Act (TDA) Local Transportation Fund (LTF) and State Transit Assistance (STA) funds for planning, transit, bicycle facilities and programs, pedestrian facilities and programs and specialized transportation in accordance with state law and the unmet transit needs process. This task involves maintaining day-to-day operations of the Regional Transportation Commission (RTC) and implementation of the claims process for TDA funds, including:

- Implement fiscal, personnel and administrative functions for Commission operations – including staff hiring, assignment lists, and performance evaluations; fiscal, personnel and administrative policies, procedures and systems.
- Manage, coordinate and distribute Transportation Development Act (TDA) funds (Local Transportation Fund and State Transit Assistance), including apportionments, allocations and claims.
- Coordinate review of appropriate TDA claims with advisory committees.
- Maintain records and pay claims for TDA, STA and other trust fund accounts.
- Manage, distribute and monitor funds that flow through the RTC budget.
- Provide staff support to the Budget and Administration/Personnel Committee.
- TDA Fiscal Audits and Internal Financial Statements
- TDA Triennial Performance Audits and implement recommendations in performance audits

- Prepare and submit to Caltrans the indirect cost allocation plan (ICAP).
- Coordinate annual unmet transit needs process, including outreach to traditionally underrepresented communities, public hearing and adopt resolution of unmet transit needs finding.
- Assist transit operators with annual financial audits.
- Obtain TDA fund estimates from County Auditor Controller.
- Monitor TDA revenue receipts, compare to estimates and adjust estimates as necessary.
- Produce and distribute annual financial report.
- Annual reports and fact sheets
- Annual work program and quarterly reports
- Prepare and submit to State Controller the annual Financial Transactions Report and Government Compensation in California Report.
- Includes various services and supplies: office rent and utilities, copying materials, and office expenses.

TDA-Planning: These funds are used on the following planning projects.

- Regional Planning Coordination - coordination of regional transportation planning activities consistent with federal and state law to maintain a coordinated approach to transportation planning on a local, regional, state and federal level; includes RTC, Interagency Technical Advisory Committee, citizen advisory committee meetings, and coordination meetings with other agencies; tracking state and federal legislation
- Regional Transportation Plan development, including planning and implementation in coordination with AMBAG for the Metropolitan Transportation Plan/Sustainable Communities Strategy, and environmental review.
- Transit Planning
- Bicycle, Pedestrian, and Specialized Transportation Planning, including review of specialized transportation programs.
- Highway and Roadway Planning: including planning and coordination with Caltrans and local jurisdictions regarding road system needs for all users and funding options
- Public information program, including implementation of the regional Public Participation Plan, public outreach, website, surveys and other methods to collect community input, and respond to public inquiries.
- Transportation Improvement Program (TIP): Programming funds, monitoring projects
- Monitoring and providing input on state and federal legislative actions which could impact planning or implementation of transportation projects.
- Transportation monitoring, including data collection, providing data and input for travel demand models.
- Pass through TDA funds to the Community Traffic Safety Coalition (\$156,000) and Bike to Work (\$72,000) for bicycle and pedestrian education and safety programs.

9. Project Location/Limits: Santa Cruz County – RTC

10. Justification for the project. (Why is this project needed? Primary goal/purpose of the project; problem to be addressed; project benefits; importance to the community)

These funds are needed to implement the multimodal programs and projects overseen by the RTC and to ensure funds to other entities are used efficiently

and effectively, as well as to meet the obligations and responsibilities of the RTC as the Transportation Planning Agency established per TDA statutes under California Government Code Section 29532.1f.

11. Project Goals:

- Measures of performance, success or completion to be used to evaluate project/program:
Ongoing review of budget and operations by RTC and public; implementation of and reports on RTC projects and programs; quarterly reports on the Overall Work Program (OWP); TDA fiscal and performance audits.
- Number of people to be served/anticipated number of users of project/program (ex. number of new or maintained bike miles; number of people served/rides provided):
The RTC serves all travelers in Santa Cruz County through planning, project development and project implementation covering the entire region.

12. Consistency and relationship with the current Regional Transportation Plan (RTP) - Is program/project listed in the RTP and/or consistent with a specific RTP Goal/Policy?
Yes – consistent with the following goals from the 2040 RTP:

- Goal 1: Establish livable communities that improve people's access to jobs, schools, recreation, healthy lifestyles and other regular needs in ways that improve health, reduce pollution and retain money in the local economy.
- Goal 2: Reduce transportation related fatalities and injuries for all transportation modes.
- Goal 3: Deliver access and safety improvements cost effectively, within available revenues, equitable and responsive to the needs of all users of the transportation system and beneficially for the natural environment.

13. Impact(s) of project on other modes of travel, if any (ex. parking to be removed): NA

14. Estimated Project Cost/Budget, including other funding sources, and Schedule:

What is the total project cost? Administration: \$1,218,779; Planning: \$2,544,889

Is project fully funded? Yes

What will TDA funds be used on (ex. administration, brochures, engineering, construction)? Administration & Planning

15. Preferred Method and Schedule for TDA fund distribution: Biannually in two equal installments

16. TDA Eligibility:	YES?/ NO?
A. Has the project/program been approved by the claimant's governing body? Attach resolution to claim. (If "NO," provide the approximate date approval is anticipated.)	YES, RTC budget
B. Has this project previously received TDA funding?	YES
C. For capital projects, have provisions been made by the claimant to maintain the project or facility, or has the claimant arranged for such maintenance by another agency? (If an agency other than the Claimant is to maintain the facility provide its name: _____)	NA
D. Bike, Ped, and Specialized Transportation Claims: Has the project already been reviewed by the RTC Bicycle Committee and/or Elderly/Disabled Transportation Advisory Committee?	YES
E. For "bikeways," does the project meet Caltrans minimum safety design criteria pursuant to Chapter 1000 of the California Highway Design Manual? (Available on the internet via: http://www.dot.ca.gov).	NA

17. Goals for next fiscal year (ex. identify opportunities to maximize economies of scale). Describe any areas where special efforts will be made to improve efficiency and increase program usage:

Administration

- Continue to implement administrative and personnel changes to improve the efficiency and effectiveness of Commission operations
- Develop policies, procedures and systems as needed to ensure effective and efficient operation of agency
- Implement, as appropriate, recommendations of the Triennial Performance Audit
- Monitor grants and revenues and incorporate new grants and revenues
- Prepare budget and work program, and manage cash flow
- Annual fiscal audit
- Implement FY2019-FY2021 Triennial Performance Audit

Planning

- Implementation of state and federally-mandated planning and programming requirements including state and federal planning priorities and factors
- Monitor and participate in efforts at the federal, state and local level related to global warming
- Develop and implement public participation programs
- Produce and distribute RTC agency reports and project fact sheets
- Coordinate with AMBAG, TAMC, Santa Cruz METRO, Caltrans, and local jurisdictions on Regional Transportation Plan (RTP) and Metropolitan Transportation Plan/Sustainable Communities Strategy (MTP/SCS) update and implementation
- Continue working with AMBAG to collect data for the Regional Travel Demand Model, RTP, MTP/SCS and other planning efforts
- Monitor state and local highway projects
- Produce high-capacity public transit alternatives analysis and network integration plan working with Santa Cruz METRO, other partner agencies, stakeholders and the public

- Produce a regional conservation investment strategy to better implement transportation projects

18. List the recommendations provided in your last Triennial Performance Audit and your progress toward meeting them. *Describe the work your agency has undertaken to implement each performance audit recommendation and the steps it will take to fully implement the recommendation. For any recommendations that have not been implemented, explain why the recommendation has not been implemented and describe the work your agency will undertake to implement each performance audit recommendation. Describe any problems encountered in implementing individual recommendations.*

Performance Audit Recommendations to the SCCRTC:

- R1. Continue to ensure that the transit operator TDA process is consistent with the updated RTC rules and regulations. - The TDA process for transit operators continues to be done consistent with the RTC rules and regulations.
- R2. Continue to ensure the clarity of the performance eligibility criteria for TDA-Local Transportation Funds. – Clear performance eligibility criteria continue to be applied for the TDA local transportation funds.
- R3. Consider the development of a strategic plan. – RTC staff developed a strategic plan consistent with the RTC’s adopted Regional Transportation Plan and Rules and Regulations and consistent with state and federal requirements.
- R4. Hold an annual Board retreat to foster better communication and cohesion among commissioners. – The RTC has not held a Board retreat and will consider it for the future as appropriate.

Local Agency Certification:

This TDA Claim has been prepared in accordance with the SCCRTC’s Budget, SCCRTC’s Rules and Regulations, and Caltrans TDA Guidebook (<http://www.dot.ca.gov/hq/MassTrans/State-TDA.html>). I certify that the information provided in this form is accurate and correct. I understand that if the required information has not been provided this form may be returned and the funding allocation may be delayed.

Name Tracy New Title: Director of Finance and Budget Date: 5/8/2023

S:\RTC\TC2023\06\Consent\RTC TDA CLaim\FY2024 TDAClaim Attachment2.docx

TO: Regional Transportation Commission

FROM: Yesenia Parra, Administrative Services Officer
Sarah Christensen, Senior Engineer

RE: Reject Claim from Cal West Construction General Building, Inc.

RECOMMENDATIONS

Staff recommends that the Regional Transportation Commission (RTC):

1. Reject the breach of contract claim from Cal West Construction General Building, Inc.;
 2. Authorize payment of \$21,238.40 for verified direct costs incurred by Cal West Construction General Building, Inc. in good faith for time spent and payments incurred following the bid opening for IFB 2134; and
 3. Authorize the Executive Director to issue additional payments for verified direct costs incurred by Cal West Construction General Building, Inc. in good faith for time spent and payments incurred following the bid opening for IFB 2134 in an amount not to exceed RTC's approved Measure D-Rail category capacity for infrastructure preservation.
-

BACKGROUND

At its January 13, 2022, Commission meeting, the Commission unanimously approved Resolution 31-22 authorizing the Executive Director to execute a contract for the Phase 1 Coastal Erosion Repair at Manresa along the Santa Cruz Branch Rail Corridor. A notice of award was sent to the selected construction contractor, Cal West Construction General Building ("Cal West") on January 24, 2022. However, in April of 2022, RTC elected to postpone the project and RTC and Cal West did not ultimately enter into a contract. Cal West claims to have incurred costs in anticipation of being awarded a contract. Since that time, staff has been working with Cal West to verify costs incurred but has been unsuccessful in doing so for the full amount requested.

DISCUSSION

The Santa Cruz County Regional Transportation Commission (RTC) received a claim for breach of contract on April 10, 2023 from Cal West ([Attachment 1](#)). Cal West alleges that the contract under IFB2134 was binding as a matter of law subsequent to the Commission's vote to award, that RTC terminated said contract for

convenience, and that RTC is liable pursuant to General Condition 26 of the contract to pay Cal West for work completed prior to the effective date of termination. Cal West requests that RTC promptly issue payment for work completed in the amount of \$132,094.58. Staff recommends that since the contract was not executed by the Executive Director and therefore, not entered into by RTC, the claim for breach of contract as stated in Attachment #1 should be rejected by the Commission.

Following postponement of the project in April of 2022, staff has requested proof of payment from Cal West for any materials, insurance, and bonds that Cal West communicated that they purchased in good faith for the project.

To-date, Cal West provided documentation in the form of payroll records for employees who worked on the project between the issuance of the Notice of Award and the April 2022 in the amount of \$21,188.40. As for other claimed payments, Cal West has only provided a receipt for \$50 for Basic Safety Training for Railroad Workers & Volunteers. Staff has requested several times that Cal West provide proof of payment for the materials they allegedly purchased for the project. To date, RTC has not received additional requested documentation. Staff recommends issuing payment for the direct cost of labor and safety training in the amount of \$21,238.40. Staff does not recommend providing compensation for additional overhead and profit, since there was no contract in place. Staff recommends that payments reflect reimbursement for only the direct verifiable costs incurred by Cal West. Staff will continue working with Cal West to request documentation of costs incurred and the disposition of any materials purchased. If additional documentation is received and verified, staff recommends authorizing the Executive Director to make additional payments for direct costs, not to exceed budget authority. Staff will report final payment to the Commission.

FISCAL IMPACT

The verifiable costs will be funded by Measure D Rail Category funds. Sufficient programming and budget capacity exists to pay Cal West for expected costs incurred.

SUMMARY

The RTC received a claim for breach of contract alleging costs incurred in the amount of \$132,094.58 under work associated with IFB2134. Staff has been unable to verify the full cost incurred by Cal West. Staff recommends that the Commission reject the claim, authorize payment to Cal West of \$21,238.40 for verified costs incurred in good faith, and continue working with Cal West to request documentation of other costs incurred in good faith and authorize additional payments for verified costs in an amount not to exceed RTC's rail maintenance budget authority.

Attachments:

1. Claim Cal West Construction General Building, Inc.

Cal West Construction General Building, Inc.

CSLB License A.B. 272113 DIR #1000023327

April 6, 2023

*Via U.S. Mail Return Receipt and
Email*

Sarah Christensen
Santa Cruz County Regional
Transportation Commission
1101 Pacific Avenue, Suite 250,
Santa Cruz, CA 95060

2023 APR 10 PM 4:32
RECEIVED
SANTA CRUZ
COUNTY

Re: *MP8.85 Retaining Wall and Civil Improvements - Manresa Coastal Erosion
Repair*
Contract No. TP2134

Dear Ms. Christensen:

Please consider this letter and its enclosures to constitute Cal West Construction General Building, Inc.'s ("Cal West") claim to the Santa Cruz County Regional Transportation Commission ("RTC") for purposes of Special Provision 27(c) of the above-referenced contract and Section 9204 of the Public Contract Code.

On February 19, 2022, Cal West executed Contract No. TP2134 (the "Agreement"). The Agreement had been approved and certified as being in conformance with the requirements of the State Contract Act by RTC's Commission Counsel on February 16, 2022 and thereafter by RTC's Administrative Services Officer on February 23, 2022. Prior to that, at its January 13, 2022, meeting, the governing board of the RTC unanimously approved Resolution 31-22, which awarded the contract for the Phase 1 Coastal Erosion Repair at Manresa along the Santa Cruz Branch Rail Corridor project ("Project"). The RTC's board's vote as a matter of law created a binding contract between RTC and Cal West. *Transdyn/Cresci v. City of San Francisco*, 72 Cal. App. 4th 746 (1999); *Susanville v. Lee C. Hess Co.*, 45 Cal. 2d 684 (1955); *Graydon v. Pasadena Redevelopment Agency*, 104 Cal.App.3d 631 (1980) (citing *Smith v. Mt. Diablo Unified Sch. Dist.*, 56 Cal.App.3d 412 (1976)).

Cal West commenced preconstruction work in connection with the Project, including ordering equipment and materials and planning, including attending a pre-construction meeting and weekly meetings with RTC. Thereafter, RTC advised Cal West verbally on April 12, 2022, and in writing on April 15, 2022, that the contract has been terminated. Pursuant to General

Condition 26 of the contract documents for the Project, in the event of a termination for convenience, "RTC shall pay Contractor for the work completed prior to the effective date of the termination." RTC was required to promptly process payment for the work Cal West completed. Thus, Cal West is entitled to be reimbursed for the procurement materials of that which we purchased in good faith based on the award by RTC and the instructions from RTC to proceed as well as for the work of our employees.

Accordingly, RTC is responsible for payment of the following amounts:

Labor	\$21,188.40
Labor Markup	\$7,415.94
Equipment and Material	\$79,659.44
Equipment and Material Markup	\$26,830.80
Total	\$132,094.58

Please see enclosed **Exhibit A** for the invoice and supporting documentation sent to RTC on or around June 13, 2022, including payroll summaries for RTC's employees.

A termination for convenience does not provide a means to escape breach of contract liability with respect to other prior owner wrongs. Obligations that have already accrued prior to termination are not affected by a party's termination. *Grant v. The Aerodraulics Co.*, 91 Cal.App.2d 68, 73 (1949); *Mile v. California Growers Wineries, Inc.*, 45 Cal.App.2d 674, 679 (1941); Comm. Code § 2106, subd 3 (on termination all obligations which are still executory on both sides are discharged but any right based on prior breach or performance survives); *James M. Ellett Const. Co., Inc. v. U.S.*, 93 F.3d 1537, 1546-47 (Fed Cir. 1996).

In accordance with Special Provision 27(c) and Public Contract Code Section 9204, RTC is required "to conduct a reasonable review of the claim and, within a period not to exceed 45 days, shall provide the claimant a written statement identifying what portion of the claim is disputed and what portion is undisputed." We look forward to receiving RTC's timely response.

Very truly yours,

Ryan Lynch
Cal West Construction
General Building, Inc.

). Further, a termination for convenience does not provide a means to escape breach of contract liability with respect to other prior owner wrongs. Obligations that have already accrued prior to termination are not affected by a party's termination. *Grant v. The Aerodraulics Co.*, 91 Cal.App.2d 68, 73 (1949); *Mile v. California Growers Wineries, Inc.*, 45 Cal.App.2d 674, 679 (1941); Comm. Code § 2106, subd 3 (on termination all obligations which are still executory on both sides are discharged but any right based on prior breach or performance survives); *James M. Ellett Const. Co., Inc. v. U.S.*, 93 F.3d 1537, 1546-47 (Fed Cir. 1996) (claims for equitable adjustment are not subsumed by a termination for convenience).

Notably missing from the termination for convenience clause in section 10.1 of the Agreement is any limitation of damages that CCC may seek once it has been terminated. The clause states only that *"Apple shall pay Contractor for all satisfactorily completed Goods and Services (as reasonably determined by Apple) in accordance with this Agreement."*

C.C.O. NO.
REPORT NO.
— AMOUNT AUTHORIZED
PREVIOUS EXPENDITURE
TODAY
— TO DATE
COUNTY JOB NO.
— CONTRACTOR REP. NO.

EQUIP. NO.	EQUIPMENT	HOURS	HOURLY RATE	EXTENDED AMOUNTS	P.R. NO.	LABOR	HOURS	HOURLY RATE	EXTENDED AMOUNTS
	Ford F550 Utility Truck #21		\$44.60		Owner	Ryan Lynch	REG. 120.00	\$69.01	\$8,281.20
	Ford F550 Utility Truck #22		\$44.60				O.T.		
	Ford F550 Utility Truck #23		\$44.60		Operator	Carl Elkins	REG.		
	Ford F350 Utility Truck #24	24.00	\$44.60	\$1,070.40			O.T.		
	Peterbilt Dump Truck #51		\$66.97		Operator	Kyler Svardal	REG.		
	Ford F250 Truck #12		\$36.92				O.T.		
	Cat 303.5E2 Excavator		\$29.49		Laborer	Dennis Elkins	REG. 24.00	\$32.95	\$790.80
	Cat 308E2cr Excavator		\$46.37				O.T.		
	Cat 314Elcr Excavator		\$59.39		Laborer	Mitchel Elkins	REG.		
	Cat 226D Skid Steer		\$39.45				O.T.		
	Cat 246D Skid Steer		\$39.45		Laborer	Bobby Burge	REG.		
	Cat 259D Skid Steer		\$39.45				O.T.		
					Laborer	Korey Svardal	REG.		
							O.T.		
					Office	Brian Stambaugh	REG. 276.00	\$43.90	\$12,116.40
							O.T.		
							REG.		
							O.T.		
SUB-TOTAL				\$1,070.40					
MATERIAL AND/OR WORK DONE BY SPECIALISTS									
DESCRIPTION		NO. UNIT	UNIT COST		SUB-TOTAL				
					\$21,188.40				
PDM 4" OD X-Strong Pipe		1	\$693.98	\$693.98	LABOR SURCHARGE _____ SUBSISTENCE NO. _____ @ _____ TRAVEL EXPENSE NO. _____ @ _____ OTHER _____				
Rupert Clean & Paint Soldier Piling		1	\$8,106.88	\$8,106.88					
Rupert Steel Soldier Pile		1	\$36,548.79	\$36,548.79	LABOR TOTAL COST A \$21,188.40				
Rupert Supply & Install Plates and Support		1	\$5,418.14	\$5,418.14					
Universal Precast Down Payment		1	\$11,116.50	\$11,116.50	EQUIPMENT AND MATERIAL TOTAL COST B \$76,659.44				
JGParker Payment & Performance Bonds		1	\$9,841.00	\$9,841.00					
JGParker Railroad Protective Liability		1	\$3,763.75	\$3,763.75	+ 35% LABOR MARK-UP (A) \$7,415.94				
Railway Safety Training		2	\$50.00	\$100.00					
SUB-TOTAL				\$75,589.04	+ 35% EQUIPMENT AND MATERIAL MARK-UP (B) \$26,830.80				
					TOTAL THIS REPORT \$132,094.58				

CONTRACTOR'S REPRESENTATIVE _____

ACCEPTED FOR PROGRESS PAYMENT _____

+

+

Cal West Construction General Building Inc
Payroll Summary
 March 11, 2022

	Dennis Elkins			TOTAL		
	Hours	Rate	Mar 11, 22	Hours	Rate	Mar 11, 22
Employee Wages, Taxes and Adjustments						
Gross Pay						
Hourly	72	30.00	2,160.00	72.00		2,160.00
Total Gross Pay	72		2,160.00	72.00		2,160.00
Adjusted Gross Pay	72		2,160.00	72.00		2,160.00
Taxes Withheld						
Federal Withholding			-233.00			-233.00
Medicare Employee			-31.32			-31.32
Social Security Employee			-133.92			-133.92
CA - Withholding			-80.67			-80.67
CA - Disability Employee			-23.76			-23.76
Medicare Employee Addl Tax			0.00			0.00
Total Taxes Withheld			-502.67			-502.67
Net Pay	72		1,657.33	72.00		1,657.33
Employer Taxes and Contributions						
Federal Unemployment			0.00			0.00
Medicare Company			31.32			31.32
Social Security Company			133.92			133.92
CA - Unemployment Company			0.00			0.00
CA - Employment Training Tax			0.00			0.00
Total Employer Taxes and Contributions			165.24			165.24

12:17 PM

06/07/22

Cal West Construction General Building Inc

Payroll Summary

February 25 through March 11, 2022

	Ryan G Lynch		TOTAL	
	Hours	Feb 25 - Mar 11, 22	Hours	Feb 25 - Mar 11, 22
Employee Wages, Taxes and Adjustments				
Gross Pay				
Officer Salary	160	7,692.30	160.00	7,692.30
Total Gross Pay	160	7,692.30	160.00	7,692.30
Adjusted Gross Pay	160	7,692.30	160.00	7,692.30
Taxes Withheld				
Federal Withholding		-774.00		-774.00
Medicare Employee		-111.54		-111.54
Social Security Employee		-476.93		-476.93
CA - Withholding		-225.70		-225.70
CA - Disability Employee		-84.62		-84.62
Medicare Employee Addl Tax		0.00		0.00
Total Taxes Withheld		-1,672.79		-1,672.79
Net Pay	160	6,019.51	160.00	6,019.51
Employer Taxes and Contributions				
Federal Unemployment		0.00		0.00
Medicare Company		111.54		111.54
Social Security Company		476.93		476.93
CA - Unemployment Company		0.00		0.00
CA - Employment Training Tax		0.00		0.00
Total Employer Taxes and Contributions		588.47		588.47

Cal West Construction General Building Inc

Payroll Summary

January through March 2022

Brian Stambaugh

	Hours	Rate	Jan - Mar 22
Employee Wages, Taxes and Adjustments			
Gross Pay			
Hourly	276.00	40.00	11,040.00
Total Gross Pay	276.00		11,040.00
Adjusted Gross Pay	276.00		11,040.00
Taxes Withheld			
Federal Withholding			-208.00
Medicare Employee			-160.08
Social Security Employee			-684.48
Medicare Employee Addl Tax			0.00
Total Taxes Withheld			-1,052.56
Net Pay	276.00		9,987.44
Employer Taxes and Contributions			
Federal Unemployment			42.00
Medicare Company			160.08
Social Security Company			684.48
FL - Unemployment Company			189.00
Total Employer Taxes and Contributions			1,075.56



RECEIPT

Purchase Date: January 28, 2022

Thank you for your purchase!

Brian Stambaugh

Cal West Construction General Building, Inc.
11745 Bennetta Lane
Gilroy, California
United States 95020
brian@calwestcon.com
408-316-6061

Purchased From:

RailPros Training Services

Order ID:

ccabdc6d-804f-11ec-9ebe-02df5c65e0e8

ITEM NO.	PRODUCTS	COURSE CODE	UNIT PRICE	QTY	TOTAL
111091	SCCRTC Basic Safety Training for Railroad Workers & Volunteers	2010487743	\$50.00	1	\$50.00

SUBTOTAL \$50.00

SHIPPING \$0.00

TAX \$0.00

TOTAL \$50.00

STATUS PAID

Payment Type: (*****2458)



J.G. PARKER
INSURANCE
GROUP

Cal West Construction General Building, Inc
11745 Benneta Lane
Gilroy, CA 95020

<u>DATE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
1/27/22	Payment and Performance Bond 1001135935	
	Santa Cruz County Regional Transportation Commission Contract # TP2134 – Erosion Repair at Manresa Original Contract Amount: \$634,100.00	
	Bond Premium	\$9,841.00
	*Bond Premium is auditable based on final contract amount – make sure to add bond rate for any contract increases due to change orders to cover additional bond costs.	
<hr/>		
	Total Amount Due	\$9,841.00

Please make your check payable to:

James G Parker Insurance Associates
Attn: Accounting
1753 E Fir Ave
Fresno, CA 93720

1753 E Fir Ave Fresno, CA 93720 P: 559-241-7848 F: 559-241-7858 E: DanPeck@JGParker.com



James G Parker Insurance Associates
Dan Peck, CRIS – Contract Bond Manager
 1753 E Fir Ave Fresno, CA 93720
 Phone: 559-241-7848- Fax: 559-241-7858
 Email: DanPeck@JGParker.com
 Toll Free: 866-576-2180

**PERFORMANCE AND PAYMENT
 BOND REQUEST FORM**
www.nasbp.org/toolkit



To: Dan Peck **Today's Date:** 1 / 26 / 22
From: Cal West **Work On Hand As Of:** / / \$

Contractor: cal west construction general building, inc.
Obligee (Bond Payable To): Santa Cruz Regional Transportation Commission (SCCRTC)
Address: 701 Ocean St, Santa Cruz CA 95060
If Subcontract, Owner's Name: _____

PLEASE ATTACH CONTRACT

Legal Project Name (including any identifying numbers):
IFB 2134 - Phase 1 Coastal Erosion Repair At Manresa Along The Santa Cruz Branch Rail Corridor

Job Location:	<u>Santa Cruz County, CA</u>	Contract Amount:	<u>\$634,100.00</u>
Contract Date:	<u>1 / 26 / 22</u>	Payment Bond Amount:	<u>634,100.00</u>
Performance Bond Amount:	<u>634,100.00</u>	Number of Executed Sets:	<u>2</u>
Special Bond Form?	<input type="checkbox"/> Yes (attach form) <input checked="" type="checkbox"/> No	Completion Time:	<u>60 WD</u>
Estimated Start Date:	<u>3 / / 22</u>	Penalties/Damages:	<u>\$1500 / CD</u>
Retainage:	<u>5%</u>	Covered By Manufacturer?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Warranty Period:	<u>1 Year</u>	Amount	Sub Bond
List Major Subcontractors			
<u>N/A</u>	<u>\$</u>	<input type="checkbox"/> Yes <input type="checkbox"/> No	
	<u>\$</u>	<input type="checkbox"/> Yes <input type="checkbox"/> No	
	<u>\$</u>	<input type="checkbox"/> Yes <input type="checkbox"/> No	
	<u>\$</u>	<input type="checkbox"/> Yes <input type="checkbox"/> No	

Architect/Engineer: _____ **Phone Number:** _____
Address: _____
Special Hazards: _____
Comments and/or Additional Notes: _____

RESULTS - If not already provided

Low Bidder:	<u>Cal West</u>	Bid Amount:	<u>\$634,100</u>
2nd Bidder:	<u>Granite</u>	Bid Amount:	<u>\$669,180</u>
3rd Bidder:	<u>N/A</u>	Bid Amount:	<u>\$</u>
Comments: _____			

INSURANCE REQUIREMENTS

Please include a certificate of insurance with the bond ☐ Yes (attach requirements) ☐ No

NOTE: Failure to attach contract may result in delay of delivery.

James G. Parker Insurance

License #0554959
P O Box 3947
Fresno, CA 93650

INVOICE

Customer	Cal West Construction General Building Inc
Acct #	92221
Date	02/22/2022
Customer Service	Deanna Darling Cindy Hullender CISR
Page	1 of 1

Cal West Construction General Building Inc
11745 Benneta Lane
Gilroy, CA 95020

Payment Information	
Invoice Summary	\$ 3,763.75
Payment Amount	
Payment for:	Invoice#2618303
US00116443LI22A	

Thank You

Please detach and return with payment



Customer: Cal West Construction General Building Inc

Invoice	Effective	Transaction	Description	Amount
2618303	02/16/2022	New business	Policy #US00116443LI22A 02/16/2022-05/16/2022 Indian Harbor Ins Co	
			Railroad Protective Liability - New business	3,500.00
			Stamping Fee - New business	8.75
			Surplus Lines Tax - New business	105.00
			Brokerage Co Broker Fee - New business	150.00
				Total
				\$ 3,763.75

Thank You

James G. Parker Insurance
License #0554959 P O Box 3947
Fresno, CA 93650

(559)222-7722
jgp@jgparker.com

Date
02/22/2022



ORDER ACKNOWLEDGMENT

3500 BASSETT ST. - SANTA CLARA, CA 95054
(408) 988-3000 OR (800) 672-8801 FAX (408) 988-6966

PAGE 1

SOLD TO: Placed By BRIAN
CAL WEST CONSTRUCTION **CRCD**
11745 BENNETTA LANE
GILROY CA 95020

SHIP TO:
CAL WEST CONSTRUCTION
WILL CALL

Sales Order
Email

CUSTOMER NO.	DATE WANTED	CUSTOMER ORDER NUMBER	SHIPPED VIA	F.O.B.	ORDER DATE	ORDER NUMBER
71-113689	2/25/22	MANRESA MP 8.85	WILL CALL	WAREHOUSE	2/25/22	897112
LINE	DESCRIPTION	SHIPPED	UM	WEIGHT	PRICE	AMOUNT

1 CREDIT CARD SALE
**AUTHORIZATION#PAID/46/M/2458

2 BILLING MEMO ONLY
WILL CALL IN STOCKTON

3 ATTN STOCKTON WHSE
CUSTOMER TO WILL CALL IN
STOCKTON

4	3 1/2 EX HVY PIPE SIZE TUBE-21 A500B**4.000X.318 IC 74-356760	1 EA	262.710	3028.35 PER CF	635.95
---	---	------	---------	-------------------	--------

TOTAL WEIGHT
262.710

SUB-TOTAL	SALES TAX PERCENT	AMOUNT	FINAL TOTAL
635.95	9.12500	58.03	693.98

Printed 02/25/22 10:06 by ZBORRIS

Steel Service - when and where you need it!

**Construction Supply**

3941 Park Drive, Suite 20-487
El Dorado Hills, CA 95762-4549

Phone: 925-229-5577

Fax: 925-370-0665

Invoice

Date	Invoice #
3/9/2022	22-101.2

EIN 45-5001855

Bill To

Cal-West Construction
11745 Bennetta Ln
Gilroy, CA 95020

Terms**Contract****P.O. No.**

Net 30

Manresa

Description	Quantity	Unit	Rate	Amount
Manresa Coastal Erosion Repair Santa Cruz County				
CLEAN AND PAINT STEEL SOLDIER PILING	1	LS	7,437.50	7,437.50T
HP14X117: 7 ea @ 28', 1 @ 24' Limits: Zinc Undercoat from Top of Pile to 5' below top of CIDH				
Surface Preparation: SSPC-SP10 Near-White Blast Clean Coating System: Application of 1 Coat Inorganic Zinc 4-8 mils DFT (Per SSPC-PA2, Level 5) Includes: Picking Eyes- 1 per pile Paint Quality Work Plan (1) Touch-up Kit- additional kits will be billed accordingly				
Excludes: Finish Paint Field work, 3rd Party Inspection (Any 3rd party inspection provided by others will need to be performed at coater's facility), any material verification and approvals must be done by others prior to beginning work.				
FOB Jobsite				
Sales Tax - Santa Cruz Co.			9.00%	669.38
Net 30. A finance charge of 1.5% per month(18% per annum) will be charged on all accts over 30 days.	Total			\$8,106.88
Notes:	Payments/Credits			\$0.00
	Balance Due			\$8,106.88

**Construction Supply**

3941 Park Drive, Suite 20-487
El Dorado Hills, CA 95762-4549

Phone: 925-229-5577

Fax: 925-370-0665

Invoice

Date	Invoice #
2/2/2022	22-101

EIN 45-5001855

Bill To

Cal-West Construction
11745 Bennetta Ln
Gilroy, CA 95020

Terms	Contract	P.O. No.
Net 30	Manresa	

Description	Quantity	Unit	Rate	Amount
Manresa Coastal Erosion Repair Santa Cruz County STEEL SOLDIER PILE (HP14X117) ASTM A572 Gr 50, Bare Steel, 100% Domestic Available from Current Stock; Subject to Prior Sale Stock Lengths: 1 @ 25' 7 @ 30' Supplied as: 1 @ 24' 7 @ 28' FOB Coater Excludes: -Misc. fabrication (Including- all material/welding of stay plates, wedge support plates, bearing stiffener plates, bearing plates, tab plates, etc.) -Picking Eyes -Studs -Coating (Zinc and/or Finish Paint) -All Inspections and NDT -Storage Fees Sales Tax - Santa Cruz Co.	235	LF	142.68511	33,531.00T
			9.00%	3,017.79
Net 30. A finance charge of 1.5% per month(18% per annum) will be charged on all accts over 30 days.	Total			\$36,548.79
Notes:	Payments/Credits			\$0.00
	Balance Due			\$36,548.79

**Construction Supply**

3941 Park Drive, Suite 20-487
El Dorado Hills, CA 95762-4549

Phone: 925-229-5577

Fax: 925-370-0665

Invoice

Date	Invoice #
3/9/2022	22-101.1

EIN 45-5001855

Bill To

Cal-West Construction
11745 Bennetta Ln
Guthrie, CA 95020

Terms

Contract

P.O. No.

Net 30

Manresa

Description	Quantity	Unit	Rate	Amount
Manresa Coastal Erosion Repair Santa Cruz County				
SUPPLY AND INSTALL PLATES AND SUPPORT ANGLE TO SOLDIER PILING Includes: -7 ea Front Plates 1/2" x 12" x 18" w/ 4-1/2" drilled hole in center, ASTM A36, 100% Domestic -7 ea Back Plates 1/2" x 12" x 18" w/ 4-1/2" drilled hole in center, ASTM A36, 100% Domestic -Drill 4-1/8" diameter holes in Web and Flanges of HP14x117 piles #2-#8 -1 ea Steel Angle 1/2" thick x 6" x 6" x 8" long ASTM A36, 100% Domestic -2 ea Bearing Stiffener Triangles 3/8" thick x 5.75" x 5.75" x 8.13", ASTM A36, 100% Domestic -Zinc Undercoating after fabrication Excludes: -Ground Anchors -Beveled Bearing Plate -Washer Plate -Anything not listed above Sales Tax - Santa Cruz Co.	1	LS	4,970.68 <	

Universal Precast Concrete, Inc.

(530)243-6477
PO BOX 994170
REDDING, CA 96099-4170

INVOICE #**42989****2/28/2022****Bill To****Del to / Contact / Info**

CAI West General Construction
11745 Bennetta Ln
Gilroy, CA 95020

P.O. Number	Terms	Due on	Rep	Via	Project/Job
2112-15	50%DEP/NET COD	2/28/2022		TRUCK	
Quantity	Item	Description	Price Each	Amount	
1	DOWN PYMT	Deposit required with order for Manresa Coastal	11,116.50	11,116.50	

Sales Tax (0.0%) \$0.00**Total** \$11,116.50**Payments/Credits** \$0.00**Balance Due** \$11,116.50

Credit card purchases over \$3000.00 will be subject to a
3.5% processing fee.
Accounts past 30 days are subject to a 1% monthly finance
charge.

Tax ID #68-0447059

Earnings Summary - Brian Stambaugh

Contractor Cal West Construction General Building Inc
11745 Bennetta Lane
Gilroy, CA 95020
Tax ID 46-4015576
License # 272113

Project Santa Cruz County - RTC:Manresa Coastal Erosion Repair
Regional Transportation Commission
1101 Pacific Ave, Suite 250
Santa Cruz, CA 95060

Payroll Week	Hours Worked by Day							Total Hours	Hourly Rate	Gross Wages	Employer Cost	Total Wages & Taxes
	Sun	Mon	Tue	Wed	Thu	Fri	Sat					
Week Ending 01/08/2022			1.00	4.00	6.00	5.00		16.00	40.00	640.00	62.40	702.40
Week Ending 01/15/2022		6.00	6.00	6.00	6.00	3.00		27.00	40.00	1,080.00	105.30	1,185.30
Week Ending 01/22/2022			6.00	6.00	5.00	5.00		22.00	40.00	880.00	85.80	965.80
Week Ending 01/29/2022		6.00	6.00	4.00	6.00	6.00		28.00	40.00	1,120.00	109.20	1,229.20
Week Ending 02/05/2022		6.00		4.00	4.00	7.00		21.00	40.00	840.00	81.90	921.90
Week Ending 02/12/2022		2.00	2.00	4.00	6.00	6.00		20.00	40.00	800.00	78.00	878.00
Week Ending 02/19/2022				6.00	8.00	6.00		20.00	40.00	800.00	78.00	878.00
Week Ending 02/26/2022		2.00	6.00	7.00	8.00	6.00		29.00	40.00	1,160.00	113.10	1,273.10
Week Ending 03/05/2022		6.00	7.00	6.00	7.00	6.00		32.00	40.00	1,280.00	124.80	1,404.80
Week Ending 03/12/2022		6.00	5.00	7.00	6.00	6.00		30.00	40.00	1,200.00	117.00	1,317.00
Week Ending 03/19/2022		6.00	6.00	6.00	8.00	5.00		31.00	40.00	1,240.00	120.90	1,360.90
Total								276.00		11,040.00	1,076.40	12,116.40

Earnings Summary - Dennis Elkins

Contractor Cal West Construction General Building Inc
 11745 Bennetta Lane
 Gilroy, CA 95020
Tax ID 46-4015576
License # 272113

Project Santa Cruz County - RTC:Manresa Coastal Erosion Repair
 Regional Transportation Commission
 1101 Pacific Ave, Suite 250
 Santa Cruz, CA 95060

Payroll Week	Hours Worked by Day							Total Hours	Hourly Rate	Gross Wages	Employer Cost	Total Wages & Taxes
	Sun	Mon	Tue	Wed	Thu	Fri	Sat					
Week Ending 02/26/2022						8.00		8.00	30.00	240.00	23.60	263.60
Week Ending 03/05/2022		8.00	8.00					16.00	30.00	480.00	47.20	527.20
							Total	24.00		720.00	70.80	790.80

Earnings Summary - Ryan Lynch

Contractor Cal West Construction General Building Inc
11745 Bennetta Lane
Gilroy, CA 95020
Tax ID 46-4015576
License # 272113

Project Santa Cruz County - RTC:Manresa Coastal Erosion Repair
Regional Transportation Commission
1101 Pacific Ave, Suite 250
Santa Cruz, CA 95060

Payroll Week	Hours Worked by Day							Total Hours	Hourly Rate	Gross Wages	Employer Cost	Total Wages & Taxes
	Sun	Mon	Tue	Wed	Thu	Fri	Sat					
Week Ending 01/08/2022			6.00		5.50			11.50	64.10	737.15	56.47	793.62
Week Ending 01/15/2022			6.00		5.50			11.50	64.10	737.15	56.47	793.62
Week Ending 01/22/2022			6.00		5.50			11.50	64.10	737.15	56.47	793.62
Week Ending 01/29/2022			6.00		5.50			11.50	64.10	737.15	56.47	793.62
Week Ending 02/05/2022			6.00		5.50			11.50	64.10	737.15	56.47	793.62
Week Ending 02/12/2022			6.00		5.50			11.50	64.10	737.15	56.47	793.62
Week Ending 02/19/2022			6.00		5.50			11.50	64.10	737.15	56.47	793.62
Week Ending 02/26/2022			6.00		5.50			11.50	64.10	737.15	56.47	793.62
Week Ending 03/05/2022			6.00		5.50			11.50	64.10	737.15	56.47	793.62
Week Ending 03/12/2022			6.00		5.50			11.50	64.10	737.15	56.47	793.62
Week Ending 03/19/2022			5.00					5.00	64.10	320.50	24.55	345.05
Total								120.00		7,692.00	589.20	8,281.20

Note: Please check website for most up-to-date information. All meetings are subject to cancellation when there are no action items to be considered.

Date	Day	Meeting Body	Time	Place
06/01/23	Thu	Regional Transportation Commission	9:00am	County BOS
06/12/23	Mon	Bicycle Advisory Committee	6:00pm	RTC Office
06/13/23	Tue	Elderly & Disabled Transportation Advisory Committee	1:30pm	RTC Office
06/15/23	Thu	Interagency Technical Advisory Committee	1:30pm	RTC Office
		No Meetings in July		
08/03/23	Thu	Regional Transportation Commission	9:00am	County BOS
08/08/23	Tue	Elderly & Disabled Transportation Advisory Committee	1:30pm	RTC Office
08/14/23	Mon	Bicycle Advisory Committee	6:00pm	RTC Office
08/17/23	Thu	Interagency Technical Advisory Committee	1:30pm	RTC Office
09/07/23	Thu	Regional Transportation Commission	9:00am	Scotts Valley
09/14/23	Thu	Budget & Administration/Personnel	1:30pm	RTC Office
09/21/23	Thu	Interagency Technical Advisory Committee	1:30pm	RTC Office

- *RTC Office – 1101 Pacific Ave., Suite 250, Santa Cruz, CA*
- *County BOS – 701 Ocean St., 5th Floor, Room 525, Santa Cruz, CA*
- *Scotts Valley – 1 Civic Center Dr., Scotts Valley, CA*

TO							From			Link to Full Comments
Date Letter Rec'd/Sent	Type	Incoming/Outgoing	Response	First	Last	Organization	First	Last	Organization	Subject
02/14/23	Email	Incoming	C.Convisser 5.4.2023	Yesenia	Parra	SCCRTC	Jake	Vierra	STV	Public record request for each proposal submitted for the SCBRL Electric Passenger Rail Transit & Trail Project between Pajaro Junction & Santa Cruz -RFP2153
03/16/23	Rcvd by phone	Incoming	C.Convisser 5.4.2023	Yesenia	Parra	SCCRTC	Carlena	Grandey	Resident	Public records request for public notices of Caltrans project requiring SLV property acquisition
03/21/23	Email	Incoming	B.Goodman 5.18.2023	Brianna	Goodman	SCCRTC	Noah	Miretsky	Guidehouse	Request for a debrief meeting re: RFP2168: Climate Adaptation - Vulnerability Assessment and Transportation Report proposal submission
04/26/23	Email	Incoming	n/a	RTC		SCCRTC	Brian	Peoples	Trail Now	CC'd on correspondence to the METRO board re: support for Guy Preston's recommendations concerning the "Interim Coastal Trail plan"
04/26/23	Email	Incoming	S.Munz 4.26.2023	Shannon	Munz	SCCRTC	Jacob	Wysocki	Resident	Request for technical reports related to project DISTRICT 5 - SCR - (8.1/10.7) EA 05-0C734
04/28/23	Email	Incoming	RTC Staff 5.2.2023	Grace	Blakeslee	SCCRTC	Johanna	Lighthill	Resident	Please establish a minimum Level of Service for the MBSST
04/30/23	Contact us form	Incoming	RTC Staff 5.2.2023	Grace	Blakeslee	SCCRTC	Carol	Long	Resident	Comments on tree mitigation re: Segments 8 & 9 of the rail trail
04/30/23	Email	Incoming	RTC Staff 5.2.2023	Grace	Blakeslee	SCCRTC	Barry	Scott	Resident	Comments on tree mitigation re: Segments 8 & 9 of the rail trail
04/30/23	Email	Incoming	RTC Staff 5.2.2023	Grace	Blakeslee	SCCRTC	Pauline	Seales	Santa Cruz Climate Action Network	Comments on tree mitigation re: Segments 8 & 9 of the rail trail
05/01/23	Email	Incoming	RTC Staff. 5.23.2023	Sarah	Christensen	SCCRTC	Rita	Law	Resident	Comments on bus on shoulder project
05/01/23	Email	Incoming	RTC Staff 5.2.2023	Grace	Blakeslee	SCCRTC	Susan	Cavalieri	Resident	Comments on tree mitigation re: Segments 8 & 9 of the rail trail

TO							From			
Date Letter Rec'd/Sent	Type	Incoming/Outgoing	Response	First	Last	Organization	First	Last	Organization	Subject
05/02/23	Email	Incoming	RTC Staff 5.2.2023	Shannon	Munz	SCCRTC	R.	Adams	Resident	Request for access to plans for the work underway between Soquel and 41st
05/02/23	Email	Incoming	RTC Staff 5.2.2023	Grace	Blakeslee	SCCRTC	Matt	Farrell	Friends of the Rail and Trail	Support for Acceptance of Segment 8 and 9 Final Environmental Impact Report
05/02/23	Email	Incoming	RTC Staff 5.2.2023	Grace	Blakeslee	SCCRTC	Jane	Mio	Resident	Comments on FEIR Segment 8 and 9 Coastal Rail Trail
05/03/23	Email	Incoming	RTC Staff 5.3.2023	Grace	Blakeslee	SCCRTC	Johanna	Lighthill	Resident	Comments on Seg 8 & 9 agenda item
05/03/23	Letter	Incoming	RTC Staff 5.3.2023	RTC		SCCRTC	Lani	Faulkner	Equity Transit	Comments on agenda items #27, #28, and #29
05/03/23	Email	Incoming	RTC Staff 5.3.2023	Grace	Blakeslee	SCCRTC	Nadene	Thorne	Resident	Comments on Segment 9, Rail Trail EIR
05/03/23	Email	Incoming	RTC Staff 5.3.2023	Grace	Blakeslee	SCCRTC	Jean	Brocklebank	Resident	Comments on item 29 - request to differentiate segment 8 from segment 9; California Transportation Commission funding; and trees
05/03/23	Contact us form	Incoming	RTC Staff 5.3.2023	Sarah	Christensen	SCCRTC	Frank	Rimicci	Resident	Comments on Highway 1 improvements, suggestions for changes to design elements and re-appropriation of earmarked funds
05/03/23	Email	Incoming	RTC Staff 5.3.2023	Grace	Blakeslee	SCCRTC	Jack	Brown	Resident	comments on RTC agenda item 29
05/03/23	Email	Incoming	RTC Staff 5.3.2023	Grace	Blakeslee	SCCRTC	Robert	Stephens	Resident	comments on RTC agenda item 29
05/03/23	Contact us form	Incoming	T.Travers 5.4.2023	Tommy	Travers	SCCRTC	Jess	Dawson	Resident	Request for traffic count data newer than 2015

Correspondence Log (04/24/2023--05/22/2023)

RTC 06/01/2023

TO							From			
Date Letter Rec'd/Sent	Type	Incoming/Outgoing	Response	First	Last	Organization	First	Last	Organization	Subject
05/03/23	Email	Incoming	RTC Staff 5.3.2023	Amanda	Marino	SCCRTC	Jennifer	Yeung	City of SC Economic Development Office	City of Santa Cruz WHARF EIR Letter
05/03/23	Email	Incoming	S.Munz 5.4.2023 (phone)	Shannon	Munz	SCCRTC	Elissa	Wagner	Resident	Question re: timeline for tree removal, State Park-Freedom
05/04/23	Email	Incoming	S.Christensen 5.8.2023	Sarah	Christensen	SCCRTC	Derek	Leffers	Resident	Concern re: tree cutting and sound impacts to highway adjacent property
05/04/23	Email	Incoming	RTC Staff 5.8.2023	Grace	Blakeslee	SCCRTC	Lynda	Marin	Resident	Tree replacement ratios
05/05/23	Email	Incoming	RTC Staff 5.5.2023	RTC		SCCRTC	Dave	Tucci	Resident	Question re: Murry Street bridge project
05/08/23	Email	Incoming	RTC Staff 5.8.2023	RTC		SCCRTC	Dave Dusty	Jayne Dixon	Dixon and Son Tires	Support for passenger rail alongside the trail
05/08/23	Email	Incoming	pending	Shannon	Munz	SCCRTC	Nancy	Maynard	Resident	Opposed to tree removal at Jade St. Park
05/08/23	Email	Incoming	pending	Shannon	Munz	SCCRTC	Laurie	Otto	Resident	Opposed to tree removal at Jade St. Park
05/09/23	Email	Incoming	n/a unable to respond prior to deadline	Shannon	Munz	SCCRTC	Olivia	Harden	SF Gate	SFGATE Media Inquiry: Deadline 12 PM PST
05/09/23	Contact us form	Incoming	RTC Staff 5.10.2023	RTC		SCCRTC	John	Benito	Resident	Comments re: vote for EIR segments 8 & 9
05/09/23	Letter	Outgoing	n/a	Governor	Newsom	CA Gov	Guy	Preston	SCCRTC	Re: Request for Funding for SCCRTC Priorities in the State Budget

TO							From			
Date Letter Rec'd/Sent	Type	Incoming/Outgoing	Response	First	Last	Organization	First	Last	Organization	Subject
05/09/23	Letter	Outgoing	n/a	Senator	Laird	CA Gov	Guy	Preston	SCCRTC	Re: Request for Funding for SCCRTC Priorities in the State Budget
05/09/23	Letter	Outgoing	n/a	Assemblymember	Rivas	CA Gov	Guy	Preston	SCCRTC	Re: Request for Funding for SCCRTC Priorities in the State Budget
05/09/23	Letter	Outgoing	n/a	Assemblymember	Pellerin	CA Gov	Guy	Preston	SCCRTC	Re: Request for Funding for SCCRTC Priorities in the State Budget
05/09/23	Letter	Outgoing	n/a	Assemblymember	Addis	CA Gov	Guy	Preston	SCCRTC	Re: Request for Funding for SCCRTC Priorities in the State Budget
05/09/23	Letter	Outgoing	n/a	State Budget	Committee	CA Gov	Guy	Preston	SCCRTC	Re: Request for Funding for SCCRTC Priorities in the State Budget
05/09/23	Letter	Outgoing	n/a	Assembly Transportation	Committee	CA Gov	Guy	Preston	SCCRTC	Re: Request for Funding for SCCRTC Priorities in the State Budget
05/11/23	Email	Incoming	n/a	RTC		SCCRTC	John	Hibble	Aptos History Museum	RE: 05-0C734 Section 106 Local Consultation Request SR-1 Aux Lanes Coastal Rail Trail Segment 12 Project
05/11/23	Email	Incoming	RTC Staff 5.12.2023	RTC		SCCRTC	Nick	Adams	Resident	Design and build segment 12
05/14/23	Email	Incoming	RTC Staff 5.15.2023	RTC		SCCRTC	Katrin	Tobin	Resident	Request for bike map pickup
05/17/23	Email	Incoming	C.Convisser 5.23.2023	Yesenia	Parra	SCCRTC	Will	McKinney	Resident	Public Records Request: agreements between RTC & third parties for rights related to fiber optic cable running parallel to rail corridor
05/17/23	Email	Incoming	pending	Grace	Blakeslee	SCCRTC	Glenn	Rabenold	Resident	Letter on the Coastal Rail Trail regarding Splitting the Trail

TO							From			
Date Letter Rec'd/Sent	Type	Incoming/Outgoing	Response	First	Last	Organization	First	Last	Organization	Subject
05/18/23	Email	Incoming	RTC Staff 5.18.2023	Amy Naranjo	Amanda Marino	SCCRTC	Will	Mayall	Resident	Promoting Transportation Equity with the Electric Bicycle Incentive Toolkit
05/18/23	Contact us form	Incoming	RTC Staff 5.22.2023	Yesenia	Parra	SCCRTC	Peter	Gibson	Resident	Question re: status of Trail Now and its desire to construct a Demonstration Trail over the SCBRL?
05/20/23	Email	Incoming	n/a	Grace	Blakeslee	SCCRTC	Nadene	Thorne	Resident	CC'd on correspondence to Santa Cruz Public Works: Comments on EIR for Rail Trail Segments 8 & 9
05/21/23	Email	Incoming	RTC Staff 5.22.2023	Grace	Blakeslee	SCCRTC	Glenn	Rabenold	Resident	Two letters (attached) regarding the "Northern Rail Trail"



May 9, 2023

Governor Newsom

Senator Laird

Senate District 17

Assemblymember Rivas

Assembly District 29

Assemblymember Pellerin

Assembly District 28

Assemblymember Addis

Assembly District 30

Senate Budget Committee

Assembly Transportation Committee

RE: Request for Funding for SCCRTC Priorities in the State Budget

Dear California Legislators:

As you work on finalizing the FY23/24 State Budget and associated transportation trailer bills, the Santa Cruz County Regional Transportation Commission (SCCRTC) requests your strong support to increase state funding for key transportation programs and projects, including transit, active transportation, complete streets, and local roadway maintenance. Additionally, we urge you to preserve formula funding for regional priority projects that were developed through extensive community input and serve the unique needs of each region.

Below are the key programs that directly impact SCCRTC's ability to address Santa Cruz County's transportation needs. As such, SCCRTC requests that the FY23/24 state budget include the following:

- **Active Transportation Program (ATP):** Provide \$1 billion per year on an ongoing basis to address the substantial unmet need for critical climate, safety, mobility, and equity projects across the state, consistent with the request by the California Transportation Commission.
- **State Highway Operation and Protection Program (SHOPP)-Complete Streets:** Increase funding for the integration of complete streets into SHOPP projects, especially where state highways also serve as main streets, like Highway 9 through San Lorenzo Valley (SLV) and Highways 129 and 152 through Watsonville and Freedom.
- **Transit and Intercity Rail Capital Program (TIRCP):** Fully fund TIRCP competitive and formula programs to improve public transit and reduce vehicle miles driven, as outlined

by the California Transit Association. TIRCP funds projects that modernize and expand California's transit and rail systems, thereby reducing greenhouse gas emissions and enhancing mobility throughout the state. The formula-based and competitive TIRCP funding is essential for achieving both state and regional climate objectives, as well as creating a better connected and equitable California. This is particularly important as the Santa Cruz Metropolitan Transit District aims to double its ridership, and SCCRTC studies the implementation of zero-emission rail transit along one of the Central Coast's most congested corridors.

- **Protect Gas Tax-funded Programs:** Protect and supplement funding for STIP Local Street and Roads set forth in the SB1-RMRA. The STIP provides funds to address high priorities in Santa Cruz County, including local roadway preservation, Highway 1 Bus on Shoulders and Coastal Rail Trail projects, and bicycle and pedestrian projects in Watsonville.

Investing in active transportation and transit infrastructure is crucial to promoting healthy lifestyles, reducing traffic congestion, and improving air quality. By prioritizing ATP and transit funding, the state can help create safer, more connected communities while reducing California's carbon footprint.

We understand that California is currently facing a budget deficit, which necessitates difficult decisions and reductions in various areas. SCCRTC respectfully requests that the state maintain the existing funding for transportation infrastructure while preserving its priority to more reliable funding for transit and active transportation initiatives. These investments are vital to the well-being of our communities and achieving the state's long-term goals for mobility and environmental sustainability.

Thank you for your time and consideration. Please contact me at gpreston@sccrtc.org or Matt Schroeder of my staff at mschroeder@sccrtc.org if you have any questions or need additional information about addressing these transportation needs.

Sincerely,



Guy Preston
Executive Director

PUBLIC MEETING REQUIREMENTS UNDER THE BROWN ACT AND AB 2449

With the end of the Governor's Emergency Order related to COVID-19 on February 28, 2023, meetings of the Santa Cruz County Regional Transportation Commission and its Committees will return to in person in accordance with the Brown Act.

Prior to the Governor's Emergency Order related to COVID-19, the Brown Act allowed the use of teleconferencing with strict requirements. These requirements included the following:

- All votes must be taken by roll call vote.
- Each teleconference location must be listed on the agenda, have an agenda posted, be accessible to the public and offer an opportunity for public comment.
- A quorum of the members must participate from locations within the public entities boundaries.

The adoption of AB 361 on September 16, 2021 allowed teleconferencing without the Brown Act restrictions, but only during a declared emergency. However, with the termination of the Governor's Emergency Order at the end of February 2023, AB 361 will become inoperative.

On September 13, 2022, California Governor Gavin Newsom signed into law [Assembly Bill \(AB\) 2449 \(Rubio\)](#). The new amendments to the Brown Act go into effect on January 1, 2023. The statute incorporates traditional teleconferencing under the Brown Act as well as some new and limited provisions for teleconferencing.

AB 2449 will allow the SCCRTC to use teleconferencing without complying with the traditional Brown Act teleconferencing rules under very limited circumstances. In order to use AB 2449, at least a quorum of the members of the legislative body must participate in person from a singular physical location identified on the agenda, the location must be open to the public and within the boundaries of the local agency. The legislative body must also provide either a two-way audiovisual platform or two-way telephonic service and a live webcasting of the meeting to allow the public to remotely hear and visually observe the meeting, and remotely address the legislative body. The agenda must identify and include an opportunity for all persons to attend via a call-in option, internet-based service option, and at the in-person location of the meeting.

AB 2449 only allows a member of the legislative body to participate remotely if one of the following are met:

1. A Board member notifies the legislative body as soon as possible, including at the start of a regular meeting, of their need to participate remotely for "just cause", including a general description of the circumstances relating to their need to appear remotely at the given meeting. The Board does not need to vote on a "just cause" exception. "Just cause" may only be used twice per calendar year by an individual member. AB 2449 defines "just cause" as:

- Care of a child, parent, grandparent, grandchild, sibling, spouse, or domestic partner;
 - a contagious illness that prevents a member from attending in person;
 - a need related to a physical or mental disability as defined by statute; or
 - travel while on official business of the legislative body or another state or local agency
2. A Board member requests the legislative body to allow them to participate in the meeting remotely due to "emergency circumstances" and the legislative body takes action to approve the request at the start of their regularly scheduled meeting. A standing item will be placed on the agenda to allow the Board to vote on "emergency" circumstances exception. The legislative body must request a general description (generally not exceeding 20 words) of the circumstances relating to their need to appear remotely at the given meeting. AB 2449 defines "emergency circumstances" as: a physical or family medical emergency that prevents a member from attending in person.
- Provide a general description of the reason (not exceeding 20 words) that includes physical or family medical emergency that prevents a member from attending in person. Medical condition does not need to be disclosed.

AB 2449 also adds the following new requirements for legislative bodies:

1. Both "just cause" and "emergency circumstances" require a quorum of members to be in a physical location and within the jurisdiction accessible to the public.
2. Teleconference procedures may not be used by a member of the legislative body to teleconference for a period of more than three consecutive months or 20% of the regular meetings within a calendar year, or more than two meetings if the legislative body meets fewer than 10 times per calendar year.
3. Votes must be taken by Roll Call vote.
4. Members participating remotely must do so through both audio and visual technology and must publicly disclose whether any individual over the age of 18 is present at the remote location with the member and disclose general nature of the member's relationship with any such individuals.
5. Public must be provided the ability to participate remotely.
6. Legislative bodies must implement procedures for receiving and swiftly resolving requests for reasonable accommodations for individuals with disabilities, consistent with applicable civil rights and nondiscrimination laws.
7. No action can be taken if a disruption event prevents the legislative body from broadcasting the meeting.
8. A legislative body may take action on items of business not appearing on the posted agenda if the request to consider action was for a member to participate in a meeting remotely due to emergency circumstances and the request does not allow sufficient time to place the proposed action on the posted agenda for the meeting for which the request is made. The legislative body may approve such a request by a majority vote.



Chris Slesar, ICOET Chair
Fraser Shilling, UC Davis ICOET Lead Conference Organizer
Patricia Cramer, ICOET Awards Sub-Committee Chair

Morgan Robertson, Ann Marie Blackburn, and Nancy Siepel
California Department of Transportation, District 5
50 Higuera St
San Luis Obispo, CA 93401

April 15, 2023

Dear Morgan, Ann Marie, and Nancy,

The International Conference on Ecology and Transportation (ICOET) is pleased to inform you that California Department of Transportation's District 5 and partners have been awarded the 2023 ICOET Stewardship Award for Local/State/Provincial Organizations. Caltrans District 5 has demonstrated a willingness to embrace ecological stewardship in the delivery of transportation at a local and state scale that goes beyond regulatory compliance. Your district's cooperative efforts to maintain and restore ecological function in the midst of transportation planning and infrastructure are a sterling example of what ICOET strives to bring about as a common practice. Caltrans District 5 has demonstrated a leadership role for transportation agencies, and for your efforts, the 2023 ICOET Stewardship Award for Local/State/Provincial efforts is awarded to the California Department of Transportation District 5 and partners, the Land Trust of Santa Cruz County, Pathways for Wildlife, Peninsula Open Space Trust, the Santa Cruz County Regional Transportation Commission, and the University of Santa Cruz Puma Project. Thank you for all you have done and will continue to do for transportation ecology and ICOET.

Sincerely,

A handwritten signature in black ink that reads 'Patricia Cramer'. The signature is fluid and cursive, with a long horizontal line extending from the end.

Patricia Cramer, 2023 ICOET Awards Sub-Committee Chair, on behalf of all of ICOET



Prepared for the Santa Cruz County Regional Transportation Commission's Board Meeting on:
June 1, 2023

The projects below are listed in order of State Route, then by beginning post mile, with all projects covering multiple State Routes listed first. There are two tables of projects displayed: 1. "*Projects in Construction*" (Milestone range: Contract Approval to Contract Acceptance) and 2. "*Projects in Development*". Please see a list of Caltrans resources available to the public at the end of this document.

	Projects in CONSTRUCTION								
	Project Name / EA ID	State Route / Post Mile (PM)	Description	Construction Timeline	Project Cost & Fund Source - Category	Project Manager	Contractor	Comments & Updates to Commissioners	
	C1	Santa Cruz & San Benito Rumble Strip & Striping Safety Project 1M330	State Route: Various: 1, 9, 17, 129 PM: Various	Install centerline and edge line rumble strips; Restripe some locations with enhanced wet night thermoplastic striping material	June 2022 - July 2024	\$4.7 million 010 Safety Funds	Terry Thompson	Central Striping Service, Inc.	Project is in construction.
	C2	Soquel Creek Scour Protection 1H480	State Route: 1 PM: 13.31 At Soquel Creek Bridge No 36 0013 btwn Bay Ave & 41st Ave	Bridge Preventative Maintenance - Place Scour Protection	July 2022 - October 2023	\$6.6 million SHOPP- Bridge	Terry Thompson	Granite Construction Company	Contractor is not mobilizing until 6/1/2023. Schedule has been adjusted to reflect the delay.
	C3	Aux Lanes & BOS 41 st to Soquel Ave 0C732	State Route: 1 PM: 13.4 to 14.9	Construct auxiliary Lanes, Bus-on-shoulder elements, & bicycle/pedestrian overcrossing near Chanticleer Avenue.	November 2022 - August 2024	\$34.6 million SCCRTC	Madilyn Jacobsen	Granite Construction Company	Project construction is ongoing.



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	Projects in CONSTRUCTION								
	Project Name / EA ID	State Route / Post Mile (PM)	Description	Construction Timeline	Project Cost & Fund Source - Category	Project Manager	Contractor	Comments & Updates to Commissioners	
	C4	Davenport Culvert Replacement 0J200	State Route: 1 PM: 31.9 to 35.7 At various spot locations btwn the listed postmiles	Culvert replacement near Davenport and south Waddell Creek	March 2022 - March 2024	\$13 million SHOPP- Drainage	Heidi Borders	Serafix Engineering	Construction is ongoing.
		C5	Viaducts 1K120	State Route: 9 PM: 1 & 4 At 0.5 miles north of Vernon St & at 0.75 miles south of Glengarry Rd	Construct side-hill viaduct, restore roadway and facilities, place Water Pollution Control BMPs, erosion control	December 2022 - September 2025	\$20 million SHOPP- Major Damage	Doug Hessing	Gordon N. Ball, Inc.
	C6		Hairpin Tieback 1K130	State Route: 9 PM: 19.97 Near Boulder Creek, about 1.1 miles south of SR 236/9 Junction	Construct a Soldier Pile Tieback Retaining Wall	June 2021 - July 2024	\$7.6 million SHOPP- Major Damage	Doug Hessing	Gordon N. Ball, Inc.



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Projects in CONSTRUCTION								
Project Name / EA ID	State Route / Post Mile (PM)	Description	Construction Timeline	Project Cost & Fund Source - Category	Project Manager	Contractor	Comments & Updates to Commissioners	
C7	Jarvis Slide Rock Fence 1K070	State Route: 17 PM: 8.2 Near Scotts Valley, 0.5 miles south of Sugarloaf Rd	Construct rock fence/barrier at Jarvis Slide to stabilize the slope	December 2022 - September 2023	\$7.4million SHOPP- Major Damage	Nic Heisdorf	Gordon N. Ball, INC	Construction in progress. Nightly lane closures anticipated.
	Wildlife Habitat Crossing 1G260	State Route: 17 PM: 9.4 to 9.6 From 0.6 miles south of Laurel Rd to 0.25 miles north of Laurel Rd	Construct wildlife undercrossing	September 2021 - January 2024	\$5.1 million SHOPP- Advance Mitigation / Mitigation Local Contributions / Coordination	Mike Lew	Granite Rock Construction	Construction continues to be on hold for temperatures to rise in order to pave the friction surface treatment and complete final striping.
C9	Corralitos Creek ADA 1F620	State Route: 152 PM: 1.9 to R2 Near Watsonville, east of Beverly Dr to Holohan / College Rd	Construct Accessible Pathway	December 2022 - January 2024	\$7.5 million SHOPP- Mobility	Nic Heisdorf	Bridgeway Civil Constructors, INC	Construction in progress. Traffic control in place with limited pedestrian access across Corralitos Creek bridge.



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C10	Projects in CONSTRUCTION							
	Project Name / EA ID	State Route / Post Mile (PM)	Description	Construction Timeline	Project Cost & Fund Source - Category	Project Manager	Contractor	Comments & Updates to Commissioners
	Heartwood Hill Embankment Restoration 1M450	State Route: 236 PM: 5.4	Restore Embankment with a Retaining Wall	February 2023 – December 2024	\$4.9 million SHOPP- Major Damage	Doug Hessing	GORDON N. BALL, INC	Expect one-way traffic control during construction.

Please continue to the next page for Projects in Development



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Projects in DEVELOPMENT								
	Project Name / EA ID	State Route / Post Mile (PM)	Description	Construction Target (Contract Approval to Contract Acceptance)	Estimated Project Cost & Fund Source - Category	Project Manager	Phase (PID, PA&ED, PS&E, RW, Construction)	Comments & Updates to Commissioners
D1	Broadband Middle-Mile Network 1Q020	State Route: 1 & 17 PM: At various locations between SR-1 at Mission St to SR-17 at the Santa Clara County Line	Install broadband middle-mile fiber lines into the shoulder and/or outside lane when the shoulder is unable to fully accommodate the work.	December 2023 – May 2025	California Department of Technology funds Caltrans implementation assistance	Genaro Diaz	PA&ED	Much of this project is still fluid as it is based on directive and funds from the Office of the Governor. This project will mostly install fiber conduit in the roadway shoulder or outer lane.
D2	Drainage Improvements 1K640	State Route: 1 PM: MON SR-1 PM 101.53 to SCR County Line / SCR PM 0 to R7.7 From 0.5 miles south of the Santa Cruz / Monterey County Line to 0.2 miles north of Larkin Valley Rd	Culvert repairs, improved lighting, new traffic monitoring systems, and constructing maintenance vehicle pullouts.	November 2024 – March 2027	\$13 million SHOPP-Drainage	Madilyn Jacobsen	PS&E/RW	The project completed the environmental phase (PA&ED) at the end of January 2023, and has begun its Plans, Specifications, & Estimates (PS&E) phase in February 2023. Project team working towards 60% design anticipated in June 2023.



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Projects in DEVELOPMENT								
	Project Name / EA ID	State Route / Post Mile (PM)	Description	Construction Target (Contract Approval to Contract Acceptance)	Estimated Project Cost & Fund Source - Category	Project Manager	Phase (PID, PA&ED, PS&E, RW, Construction)	Comments & Updates to Commissioners
D3	Inside Shoulder Widening 1P180	State Route: 1 PM: R5 to 8.2	Widen existing paved inside shoulder to improve vehicle drift recovery	January 2025 – July 2025	\$8 million 010 Safety Funds	Terry Thompson	RS&E & RW	The project has moved to the design and right of way phases (PS&E & RW). 60% Design anticipated to be reached by Summer 2023.
D4	Roadside Safety 1J960	State Route: 1 PM: 8.20 to 26 From 0.5 miles north of Larkin Valley Rd to Laguna Rd (North)	Drainage System Restoration; Paving at 40 ramps; Install lighting at interchanges and Install count stations	January 2025 – January 2026	\$22 million SHOPP- Drainage	Terry Thompson	PS&E	This project completed the PA&ED phase in February 2023 and now moves into the PS&E phase. The milestone, "60% Design" is anticipated to be reached in June 2023.
D5	SR 1/9 Junction Lighting Project 1Q250	State Route: 1 PM: 17.46 to 17.66	Construct continuous lighting approaching the junction of SR 1 with SR 9 to improve intersection illuminance and uniformity and to enhance motorist and pedestrian safety.	September 2025 – February 2026	\$3.2 million 010 Safety Funds	Terry Thompson	PID	The Project Initiation Report has been routed for review to be completed in Spring 2023.



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Projects in DEVELOPMENT								
	Project Name / EA ID	State Route / Post Mile (PM)	Description	Construction Target (Contract Approval to Contract Acceptance)	Estimated Project Cost & Fund Source - Category	Project Manager	Phase (PID, PA&ED, PS&E, RW, Construction)	Comments & Updates to Commissioners
D6	Santa Cruz CAPM 1M110	State Route: 1 PM: 17.5 to 20.2 In & near the City of Santa Cruz from 0.06 miles south of SR-1/9 Junction to 0.09 miles north of the Mission St intersection	Grinding/ paving 2.7 miles of pavement, upgrading up to 89 curb ramps, guard rail upgrade, sign panel upgrade, loop detector replacement.	March 2026 – April 2027	\$15.8 million SHOPP-Pavement	Madilyn Jacobsen	PA&ED	Environmental Clearance is anticipated in Spring 2024. The Community Engagement Plan is in development.
D7	SR-9 South CAPM 1K890	State Route: 9 PM: 0.046 to 7.5 From 0.5 miles south of Irwin Way to 150 feet south of El Solyd Heights Dr	Pavement Preservation, Drainage, TMS, ADA, Sign Panel replacement and Stormwater Mitigation elements in Santa Cruz County on Route 9.	May 2027 – July 2029	\$25 million SHOPP-Pavement Local Contributions / Coordination	Doug Hessing	PA&ED	Long lead project on schedule.



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Projects in DEVELOPMENT								
	Project Name / EA ID	State Route / Post Mile (PM)	Description	Construction Target (Contract Approval to Contract Acceptance)	Estimated Project Cost & Fund Source - Category	Project Manager	Phase (PID, PA&ED, PS&E, RW, Construction)	Comments & Updates to Commissioners
D8	Felton Safety Improvements 1M400	State Route: 9 PM: 6.3 to 7.2 From Kirby St To the San Lorenzo Valley High School signaled intersection	Construct Accessible Pedestrian Path	May 2025 – August 2027	\$17.6 million 010 Safety Funds	Doug Hessing	PS&E & RW	PA&ED phase completed in December 2022. The project has moved to the design and right of way phase (PS&E).
D9	Upper Drainage & Erosion Control Improvements 1G950	State Route: 9 PM: 8.5 to 25.5 In Boulder Creek from Holiday Ln, just south of Ben Lomond, to 4.7 miles north of the SR 236/9 Junction	Upgrade drainage and erosion control	November 2023 – June 2026	\$14.5 million SHOPP- Sustainability / Climate Change	Nic Heisdorf	PS&E	The project continues in the Design and Right of Way phase. Project schedule has been delayed due to re-design, Right of Way, and permitting issues.



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Projects in DEVELOPMENT								
	Project Name / EA ID	State Route / Post Mile (PM)	Description	Construction Target (Contract Approval to Contract Acceptance)	Estimated Project Cost & Fund Source - Category	Project Manager	Phase (PID, PA&ED, PS&E, RW, Construction)	Comments & Updates to Commissioners
D10	San Lorenzo River Bridge & Kings Creek Bridge Replacement 1H470	State Route: 9 PM: 13.6 & 15.5 Near Boulder Creek, at the San Lorenzo River Bridge and at Kings Creek Bridge	Replace bridges	May 2024 – May 2027	\$25.9 million SHOPP- Bridge	Doug Hessing	PS&E and RW	The project is in the Right of Way phase. Work includes utility relocation coordination and associated easement requirements.
D11	SR-9 North CAPM 1K900	State Route: 9 PM: 18.89 to 27.09 From 0.4 miles south of Saratoga Toll Rd to the Santa Cruz/San Mateo County Line	Pavement preservation strategies including but not limited to dig-outs, profile grinding, overlay, placing shoulder backing and dike. Reconstruct guardrail, rehabilitate or replace 6 culvert and replace 67 sign panels	June 2026 – July 2028	\$13.1 million SHOPP- Pavement	Doug Hessing	PA&ED	Project programmed in the 2022 SHOPP. PA&ED phase is ongoing.



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Projects in DEVELOPMENT								
	Project Name / EA ID	State Route / Post Mile (PM)	Description	Construction Target (Contract Approval to Contract Acceptance)	Estimated Project Cost & Fund Source - Category	Project Manager	Phase (PID, PA&ED, PS&E, RW, Construction)	Comments & Updates to Commissioners
D12	SR-17 Drainage Improvements 1K670	State Route: 17 PM: 0 to 12.5 At various locations within the project limits	Stormwater mitigation by replacing and restoring culverts and drainage systems	July 2027 – July 2029	\$9.5 million SHOPP-Sustainability / Climate Change	Madilyn Jacobsen	PA&ED	Environmental technical studies are on-going. The Draft Environmental Document is being prepared for public review in Summer 2023. The environmental phase is anticipated to be completed in December 2023.
D13	SR-17 High Friction Surface Treatment (HFST) 1M730	State Route: 17 PM: 3.2 to 11.27 At various locations from 0.2 miles south of Scotts Valley overcrossing to 1.6 miles south of the Summit Rd separation	Safety Construction includes HFST between the left/right edges of the travel way and cold plane removal of Open Grade Asphalt Concrete (OGAC) and replacement with Hot Mix Asphalt	June 2023 – January 2024	\$8.6 million 010 Safety Fund	Terry Thompson	PS&E	Project reached ready to list on 4/25/23.



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Projects in DEVELOPMENT								
	Project Name / EA ID	State Route / Post Mile (PM)	Description	Construction Target (Contract Approval to Contract Acceptance)	Estimated Project Cost & Fund Source - Category	Project Manager	Phase (PID, PA&ED, PS&E, RW, Construction)	Comments & Updates to Commissioners
D14	Replace Damaged Bridge Girder 1P280	State Route: 17 PM: 17.02 SR-17 northbound at the interchange bridge of SR-1 over SR-17.	Replace damaged bridge girder	December 2023 – May 2024	Minor A Program Bridge Health	Terry Thompson	PS&E/RW	Construction work may affect one or more lanes of traffic on both SR-17 and on SR-1.
D15	SR-129 CAPM 1J830	State Route: 129 PM: 0.0 to 0.56 In and neat Watsonville from the SR 1/129 junction to Salsipuedes Creek Bridge	Pavement Preservation, Lighting, Sign Panel Replacement and TMS Elements improvements	December 2024 – November 2025	\$16.9 million SHOPP-Pavement	Madilyn Jacobsen	PS&E	This project reached 60% Design in November 2022 and is working towards the 95% Design milestone, anticipated Fall 2023.



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Projects in DEVELOPMENT								
	Project Name / EA ID	State Route / Post Mile (PM)	Description	Construction Target (Contract Approval to Contract Acceptance)	Estimated Project Cost & Fund Source - Category	Project Manager	Phase (PID, PA&ED, PS&E, RW, Construction)	Comments & Updates to Commissioners
D16	SR-152 Rehabilitation Project 1P110	State Route: 152 PM: T0.31 to 4.14 In and near Watsonville, from the SR-1/152 junction to 0.5 miles east of Carlton Rd	Preserve pavement, rehabilitate or replace Salsipuedes Creek Bridge, replace culverts, rehabilitate traffic signals, upgrade curb ramps, reconstruct guardrail, replace sign panels, and complete streets elements including road diet, bike lanes, and curb extensions in various locations	Long-lead: 2031 – 2032	\$61.7 million SHOPP-Complete Streets	Madilyn Jacobsen	PID	This project is anticipated to include complete streets elements and be transformative, so a long lead-time is being utilized. The Project Initiation Documents are anticipated to be completed in Summer 2023.
D17	Downtown Watsonville Pedestrian Safety Project 1Q150	State Route: 152 PM: T2.45 to T2.929 In Watsonville, between Freedom Blvd & Beck St	Construct curb extensions & high visibility crosswalks to enhance pedestrian safety	November 2026 – May 2027	\$6.4 million 010 Safety Fund	Madilyn Jacobsen	PA&ED	The Project Initiation Report (PIR) was signed in March 2023. The PID is expected to be amended into the 2022 SHOPP cycle.

ACRONYMS USED IN THIS REPORT:

ADA Americans with Disabilities Act
CCA Construction Contract Acceptance
CEQA California Environmental Quality Act

CMAQ Congestion Mitigation Air Quality
CMIA Corridor Mobility Improvement Account
CTC California Transportation Commission
ED Environmental Document
EIR Environmental Impact Report



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HFST	High Friction Surface Treatment
PM	Post Mile
RTL	Ready to List
SB1	Senate Bill 1, the Road Repair and Accountability Act of 2017
SCL	Santa Clara (County)
SCR	Santa Cruz (City or County)
SHOPP	State Highway Operation and Protection Program
SR	State Route

STIP	State Transportation Improvement Program
TMS	Traffic Management System

Project Phases

PID	Project Initiation Document
PA&ED	Project Approval and Environmental Document
PS&E	Plans, Specifications, and Estimates
RW	Right of Way
Construction	Construction... as a phase title



Prepared for the Santa Cruz County Regional Transportation Commission's Board Meeting on:
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-Resources-

For General Caltrans' Questions:

Kevin Drabinski, Public Information Officer
Kevin.Drabinski@dot.ca.gov

For Region Specific Questions:

Paul Guirguis, Regional Planning Liaison – Santa Cruz County
Paul.Guirguis@dot.ca.gov

For Project Specific Questions:

Please reach out to the Project Manager listed or, to the Regional Planner above.

Requests:

To notify Caltrans of specific concerns regarding current roadway or facility conditions, please submit a customer service request through the following online portal: <https://csr.dot.ca.gov/>

Examples of Customer Service Requests:

Any of the following on the State's highway system:

- Streetlight issues
- Plant over-growth
- Damaged roadway
- Fallen trees on the roadway
- Other maintenance issues

For less specific concerns, please reach out to the Public Information Officer to be directed to the appropriate respondent



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Online Resources:

Caltrans CCTV Camera Map: <https://cwwp2.dot.ca.gov/vm/iframeemap.htm>

- Allows the public to see current conditions along the State Highway System

Caltrans Active Transportation Plans & Webmaps: <https://dot.ca.gov/programs/transportation-planning/division-of-transportation-planning/active-transportation-and-complete-streets/caltrans-active-transportation-plans/>

- We are District 5
- Shows existing conditions of bicycle and pedestrian facilities along the State Highway System
- Includes prioritized segments and locations of bicycle and pedestrian needs

Mobile App: "Caltrans QuickMap"

- Available for free in the Apple App Store and Google Play Store
- Provides realtime conditions for the State Highway System
- Desktop Format: <https://quickmap.dot.ca.gov/>

The Caltrans District 5 Office of Local Assistance: <https://dot.ca.gov/programs/local-assistance/>

- Includes links to many Federal and State funding opportunities
- Can help guide interested folks through the above-mentioned program requirements

The Official Caltrans District 5 Webpage: <https://dot.ca.gov/caltrans-near-me/district-5>



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An aerial photograph of a road construction site. In the center, a large graphic overlay features the Caltrans logo at the top. Below it, a white speech bubble contains the text 'Follow Us on Social Media & Let's Get Connected'. Underneath the speech bubble are three horizontal bars with social media icons and links: Facebook (facebook.com/CaltransDistrict5), Twitter (twitter.com/CaltransD5), and Instagram (instagram.com/caltrans_d5). At the bottom of the graphic, a text box states: 'Caltrans District 5 serves the Central Coast Counties of Santa Barbara, San Luis Obispo, Monterey, Santa Cruz and San Benito.' The background shows a road with a large excavator and other construction equipment.

AGENDA: June 1, 2023

TO: Regional Transportation Commission

FROM: Sarah Christensen P.E.

RE: Public Hearing on the Highway 1 Auxiliary Lanes and Bus on Shoulder from State Park Drive to Freedom Boulevard and Coastal Rail Trail Segment 12 Project Draft Environmental Impact Report/Environmental Assessment

RECOMMENDATIONS

Staff recommends that the Regional Transportation Commission (RTC):

1. Hold a public hearing to receive public testimony on the Draft Highway 1 Auxiliary Lanes and Bus on Shoulders from State Park Drive to Freedom Boulevard and Coastal Rail Trail Segment 12 Project Environmental Impact Report/Environmental Assessment (EIR/EA).
 2. Submit comments on the Draft 2045 EIR/EA by June 2, 2023.
-

BACKGROUND

In 2020, the RTC entered into a Cooperative Agreement with Caltrans for the Project Approval & Environmental Document (PA/ED) component of the Highway 1 Auxiliary Lanes and Bus on Shoulders between State Park Drive and Freedom Boulevard Interchanges and Coastal Rail Trail Segment 12 project (Project).

In February of 2020 the Commission adopted the Measure D Strategic Implementation Plan (SIP) which included a delivery strategy for the Highway 1 Auxiliary Lanes and Bus on Shoulders projects. The Commission approved an amendment to the Measure D Expenditure Plan to explicitly include Auxiliary Lanes and Bus on Shoulder improvements between State Park Drive and Freedom Boulevard interchanges. A map showing the project location is included as Figure 1. The Project Approval and Environmental Documentation (PA/ED) phase began in 2020 through procurement of professional engineering consultants. The project's [Notice of Preparation of a draft Environmental Impact Report/Environmental Assessment \(EIR/EA\)](#) was released in September of 2020, with an online scoping open house through the scoping period.

In May of 2022 the Commission programmed the local match for cycle 3 of Senate Bill 1 (SB1) Solutions to Congested Corridors (SCCP), Local Partnership Program (LPP), and Trade Corridors Enhancement Program (TCEP) grant opportunities. The programming action included a total of \$89.7M in Measure D-Highway Corridors category funds and \$12.6M in Measure D-Active Transportation category funds. Award announcements for SB1 cycle 3 are scheduled for later this year. Subsequently, the Project was one of nine projects nationwide awarded federal Mega grant funds, in the amount of \$25.2 million as part of a \$30 million grant for the Watsonville to Santa Cruz Multimodal Corridor Program.

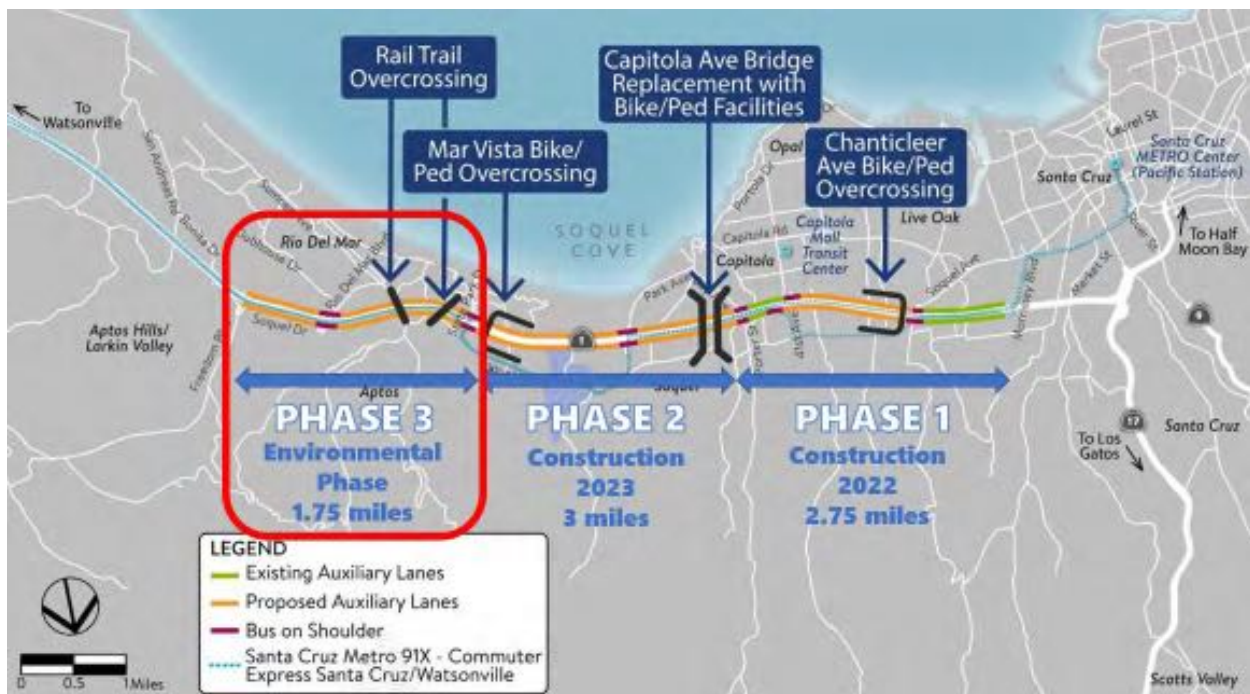


Figure 1 - The Phase 3 project includes auxiliary lanes and bus on shoulder improvements between the State Park Drive and Freedom Boulevard interchanges, widening of the Highway 1 bridge over Aptos Creek & Spreckles Drive, reconstruction of North Aptos & South Aptos Railroad Underpasses, and Segment 12 of the Coastal Rail Trail along the Santa Cruz Branch Rail Line between State Park Drive and just south of the Rio del Mar Boulevard Overhead structure.

In September of 2022 the RTC approved an amendment to the professional engineering services agreement for the final design component of the project. Staff and professional consultants have advanced final design activities concurrent with the environmental review in order to save 6 to 8 months on the overall schedule and have the project construction-ready sooner. The project's final design schedule duration is approximately 2 years and staff recommended beginning design last fall to demonstrate project

readiness for grant opportunities and allow for the project to start construction as early as 2025.

DISCUSSION

The project proposes to construct northbound and southbound auxiliary lanes between the State Park Drive and Freedom Boulevard interchanges on Highway 1, extend the bus on shoulder facility by 2.5 miles, widen the Highway 1 bridge over Aptos Creek and Spreckles Drive, reconstruct North Aptos & South Aptos Railroad Underpasses, construct drainage facilities, and construct retaining walls and soundwalls. The project also includes the construction of an approximate 1.25-mile-long segment of the Coastal Rail Trail (Segment 12) along the Santa Cruz Branch Rail Line between State Park Drive and just south of the Rio del Mar overhead structure.

The California Department of Transportation (Caltrans) serves as the lead agency under California Environmental Quality Act (CEQA) and has delegated authority from the Federal Highway Administration (FHWA) to be the lead agency for the National Environmental Policy Act (NEPA). The RTC is a responsible agency under CEQA because of discretionary approval authority over a portion of the project, which is Coastal Rail Trail Segment 12 along the RTC-owned Santa Cruz Branch Rail Line (SCBRL).

The [Notice of Availability of the draft EIR/EA](#) was posted on April 17, 2023 and the comment period closes on June 2, 2023. A virtual open house was held on May 2, 2023 with over 60 people in attendance. The video presentation has been posted to the [RTC's website](#). An in-person open house was held on May 4, 2023 at the Rio Sands Hotel conference room. There were over 70 people in attendance at the in-person event. Comments have been recorded from the two open houses and responses will be included in the Final EIR/EA.

Comments can be made in writing to Lara Bertaina, Caltrans, 50 Higuera Street, San Luis Obispo, CA 93401, or lara.bertaina@dot.ca.gov by close of business on June 2, 2023. Comments made at the Commission meeting public hearing by commissioners and the public will be part of the project record and will be responded to in the Final EIR/EA.

FISCAL IMPACT

There are no new fiscal impacts associated with receiving a presentation and providing comments on the EIR/EA.

NEXT STEPS

Adopt Findings & File Notice of Determination

Caltrans will respond to comments received on the Draft EIR/EA and prepare the Final EIR/EA. The Commission, as a responsible agency, shall adopt findings and file a notice of determination in accordance with CEQA upon certification of the Final EIR/EA by Caltrans.

SUMMARY

Staff will provide a presentation of the Highway 1 Auxiliary Lanes and Bus on Shoulder from State Park Drive to Freedom Boulevard and Coastal Rail Trail Segment 12 Project to the Commission as part of the Draft Environmental Impact Report/Environmental Assessment public review.

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AGENDA: June 1, 2023

TO: Santa Cruz County Regional Transportation Commission

FROM: Amanda Marino, Transportation Planner and Amy Naranjo,
Transportation Planner

RE: Potential GO Santa Cruz County Bicycle Incentives

RECOMMENDATIONS

Staff recommends that the Santa Cruz County Regional Transportation Commission direct staff to seek grant funds for a pilot bicycle incentive/voucher program focused on lower income individuals to assist them with purchasing regular bicycles, electric bicycles and bike sharing services.

BACKGROUND

The Regional Transportation Commission (RTC) supports efforts that increase walking, biking, ride sharing, telecommuting, and taking public transit. The RTC offers transportation demand management (TDM) and motorist information services under the Cruz511 program and encourages travelers to maximize the efficiency of the existing transportation system by providing information and resources to choose sustainable modes of transportation.

RTC provides ride-matching and trip planning services through a web tool called GO Santa Cruz County. The online platform is used to distribute incentives and cash rewards to commuters for choosing sustainable commute options. The RTC also partners with regional employers to help establish and expand worksite commuter programs using the GO Santa Cruz County platform. Go Santa Cruz County is a component of the Cruz511 program and is partially funded with Measure D Highway funds.

DISCUSSION

Bicycles are a popular form of transportation, due to their environmental benefits, ease of use and cost savings compared to traditional gasoline-powered vehicles. Due to pedal assistance, electric bikes make bicycling more accessible for a wider range of demographics and use cases than conventional bicycles because range, cargo capacity, and accessible terrain

are all increased. They offer an attractive alternative to vehicle travel for many road users, and thus may play a crucial role in achieving mode share, emissions, and vehicle miles traveled (VMT) reduction goals. The upfront cost of electric bikes can be a barrier for some individuals, especially lower income individuals, and there is growing support nationally to accelerate adoption of e-bikes by providing purchase incentives to make healthy, green transportation options more affordable.

In April 2023, staff provided the Regional Transportation Commission with information on a potential pilot project to implement an electric bicycle purchase incentive throughout Santa Cruz County. The Commission instructed staff to return in June with more information for the pilot concept and to consider incentives for regular bicycles and for bicycle sharing services. RTC staff also presented the possibility of a pilot program with incentives for regular bikes, electric bikes and bike sharing services to the Bicycle Advisory Committee and the Interagency Technical Advisory Committee. The following sections incorporate feedback received from the Commission, RTC advisory committees, partner agencies, and members of the public.

Bicycle Incentives Program

The potential countywide bicycle incentives program would be an expansion of the existing downtown Santa Cruz program and would offer point-of-sale vouchers to income-qualified people who live or work in Santa Cruz County for the purchase of regular bikes, electric bikes or bicycle sharing services. The goal is two-fold: encourage adoption of bicycles as a replacement for motor vehicle trips and provide access to clean transportation options while offsetting vehicle miles traveled. Vouchers would be offered on a first-come, first-served basis until all funds are exhausted. Staff will monitor and report the number of vouchers that have been distributed throughout the county.

Program Eligibility

- Individual 18 years or older OR a community-serving organization
- One incentive per individual or organization
- Live or work in Santa Cruz County (subject to verification)
- Currently receiving a low-income benefit or assistance through a verifiable program (subject to verification). To qualify for these low-income benefits generally an individual's or family's income must be below 300% of the federal poverty level.

In response to suggestions, the RTC may want to consider allowing nonprofits to apply for incentives to create their own bike lending fleets. This

would allow community-serving organizations like shelters and job placement programs to provide bikes to their participants.

In addition to the program eligibility requirements, individuals who are awarded vouchers through the program would have additional requirements, which could include:

- Completing surveys on how the bicycles are being used;
- Providing information on trips made with the bicycles such as distance, frequency, and type of trip to document whether the bicycles are indeed replacing trips that would have otherwise been made using gasoline powered vehicles and are reducing vehicle miles traveled and by how much; and
- Complete bicycle safety course to help ensure that bikes are being used in accordance with safety rules of the road.

Eligible Bicycles

An electric bicycle is a bicycle equipped with fully operable pedals and an electric motor of less than 750 watts. Three classes of electric bicycles have been established: Class 1 pedal-assisted, max assisted speed 20 mph; Class 2 throttle-assisted, max assisted speed 20 mph; Class 3 pedal-assisted, max assisted speed 28 mph.

- Class 1, Class 2, or Class 3 electric bicycles (as defined by [AB 1096](#)) would be eligible
- Bikes purchased at a local participating retailer in Santa Cruz County would be eligible
- Regular bicycles that would be considered appropriate commuting bikes, not recreational bikes such as mountain bikes, BMX bikes, etc.

Including all three classes of electric bicycles without restrictions on components, intended use, and other features of the bicycle allow consumers the most amount of freedom to choose the right bicycle for their needs. For regular bikes, it would be good to work with eligible retailers to offer models that would be useful commuter bikes that would help ensure that the bike is used to replace gasoline powered vehicle trips.

Potential Voucher Amounts

Anecdotal evidence suggests that to support low-income groups and incentivize additional purchases, fixed program budgets should distribute

fewer, larger subsidies reserved for income-qualified participants.¹ Additional consideration should be given to providing higher subsidies for electric cargo bikes, due not only to their higher purchase price, but also their ability to offset vehicle trips. These bikes are extremely unlikely to be used recreationally due to their size, weight, and form factor, and thus will more consistently replace vehicle miles traveled when in use.

- Standard Electric Bicycle \$800
- Cargo or Adaptive Electric Bicycle \$1200
- Regular bikes \$300
- Bikesharing – RTC incentive amount would depend on the rates that the RTC is able to negotiate with BCycle.

Eligible applicants whose employers are enrolled in Ecology Action's [Employer Membership Program](#) can receive a zero-interest bike loan to cover the remaining upfront cost of purchasing an electric or regular bicycle. In addition, [Bay Federal](#) and [Santa Cruz County Credit Union](#) offer low-interest bicycle loans to qualified applicants for the purchase of a new or used standard or electric bicycle. Several of the local bike retailers also offer "Ride now, Pay later" deferred interest financing; however, if the balance is not paid in full within 12-months, interest will be charged on the entire balance, from the date of the purchase.

Inclusion of Regular Bicycles

The high retail price of electric bicycles may price many consumers out of the market despite the presence of financial incentives. Therefore, staff received feedback that non-electric bicycles should also be included in the incentive program. Some of the reasons for including non-electric bikes in the voucher program are:

- Easier to use in combination with transit services because they are lighter and easier to load and carry on transit vehicles and their racks, especially if folding bikes are purchased.
- Lower environmental impact because regular bikes do not require electricity to operate.
- Regular bikes do not require battery replacements. The cost of replacing a battery in an electric bike can be expensive, and it can also be difficult to find a replacement battery.

¹ MacArthur, J., & Bennett, C. (2022). Using E-Bike Incentive Programs to Expand the Market—Trends and Best Practices

- Regular bikes are lighter than electric bikes, which means that they have less momentum and are less likely to cause serious injuries in a collision.

Discounted Memberships for the Regional Electric Bikeshare Program (BCycle)

At its April 2023 RTC meeting, the Commission also directed staff to consider incentives for discounted memberships to the regional electric bikeshare program, thereby providing a low-cost option for people who may not be able to afford to purchase an electric or regular bicycle outright or may not have room to store a bike at their residence. This can help to increase the number of people who have access to electric bicycles in Santa Cruz County.

The regional electric bikeshare program will start in Santa Cruz and UCSC on June 20th. It will expand to Capitola, Watsonville, and the unincorporated parts of the county, including Cabrillo College, in early 2024. Scotts Valley has not yet decided if they will add bikeshare.

UCSC negotiated reduced rate annual memberships for students and campus affiliates through its campus purchasing agreement with BCycle. Staff are looking into offering a similar reduced rate annual membership to the electric bikeshare program for low-income individuals. Staff reached out to the regional electric bikeshare working group (consisting of representatives from UCSC, Cities of Santa Cruz, Capitola, Watsonville, County of Santa Cruz and Cabrillo) to discuss ways to work together. The working group meets monthly and staff recommends collaborating with the group to negotiate the best possible discounted rates. On top of that, the RTC can provide a subsidy so that the cost of the memberships with BCycle are even lower for qualifying individuals. Therefore, the amount of the incentive that would be provided by the RTC program for BCycle memberships is not yet known.

Potential Funding for the Pilot Program

The bicycle incentives program is likely to be funded by a combination of sources. Staff are preparing an application for the AB 2766 Emissions Reductions grant program to submit to the Monterey Bay Air District (MBARD). Staff intends to request the maximum funding available per project application, which is \$400,000. It is a competitive program so the RTC may not be awarded the full amount requested or may not be awarded any funds. The grant funds would cover the cost of vouchers and program management for rebate distribution and outreach. Administration costs may vary significantly depending on the number of voucher applications processed and distributed. This is because the cost of customer support and other administrative tasks will increase as the number of applications

increases. Part of that variability also comes from what the needs of individual participants are and if the program is responsive to those needs and has customer support built in, or a system built more on automation and less individualized support. It is likely that customer support will be needed to help qualifying individuals take advantage of the program.

Staff will also apply for regional competitive funds from the RTC in the fall. These funds could be used to supplement the potential funding from the AB 2766 grant program and help to make the e-bike rebate program available to more participants. The more funding that the RTC can secure, the greater the number of vouchers that will be provided to the community, realizing more of the anticipated benefit. When the RTC instituted a similar electric bike incentive program about 20 years ago, the RTC provided \$1 million in funding for the program.

Community Benefit

Bicycles can benefit the community in several ways, including:

- Reduced traffic congestion: Bicycles can help to reduce traffic congestion by providing a more efficient and environmentally friendly alternative to cars.
- Improved air quality: Bicycles produce zero emissions, which can help to improve air quality in urban areas.
- Increased physical activity: Bicycles can encourage people to be more active, which can lead to improved health and well-being.
- Reduced noise pollution: Bicycles are much quieter than cars, which can help to reduce noise pollution in urban areas.
- Increased economic activity: Bicycles can help to stimulate economic activity by creating jobs in the manufacturing, sales, and service sectors.

In addition to these benefits, bicycles can also help to promote a sense of community by encouraging people to get out and explore their surroundings. Bicycles can be a great way to get around town, run errands, or simply enjoy a leisurely ride.

Outreach Plan

To promote the various bicycle incentives proposed, staff would use a combination of online and offline marketing tactics. This would include:

- Creating a new bilingual webpage for the voucher pilot, where individuals can learn more about the program and apply for the incentives.
- Promoting the program at various local community events and festivals.
- Advertising the program through our various mailing lists, social media channels, and online ads.
- Partnering with local retailers to promote the program in-store.
- Reaching out to local media outlets to generate buzz and awareness about the program.

Furthermore, staff would prioritize outreach efforts to promote GO Santa Cruz County and the rebate pilot to South County residents and areas where there are likely to be more income qualified individuals for the program. Activities under development include:

- Signage for the Watsonville Transit Center – A-frame and posters
- GO Santa Cruz County banner to display over Main Street in the Plaza
- Bilingual collateral materials (brochures, posters etc.)

Staff are also looking into tabling or advertising at the following events and locations in South County:

- El Mercado/ Farmers Market Ramsay Park
- Watsonville Flea Market
- Grocery Stores (e.g., La Princesa Market, Cardenas Market, FoodMaxx, etc.)
- Affordable housing developments (e.g., MidPen Housing, Eden Housing)
- Strawberry Festival (August)
- Santa Cruz County Fair (September)
- National Night Out (October)

SUMMARY

GO Santa Cruz County is an online commuter management and rewards platform administered by the RTC and City of Santa Cruz (for downtown employees). Staff recommends that the Regional Transportation Commission direct staff to seek grant funds for a pilot bicycle incentive/voucher program focused on lower income individuals to assist them with purchasing regular bicycles, electric bicycles and bike sharing services.